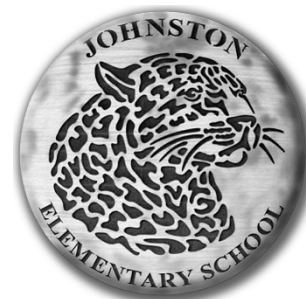


Johnston Elementary

**3633 North 14th Street
Abilene, Texas 79603
325-671-4845**



School Mascot: Jaguars

School Colors: Royal Blue and Yellow Gold

Principal – Jeffrey M. Brokovich

Assistant Principal – Donna Alexander

Instructional Coordinator – Shanda Bourn

Counselor – Betsy Mosley

School Nurse – Jennifer Bourland

School Secretary – Rhonda Harris

Parent Coordinator – Tiffany Wildman

Office Assistant – Joy Taylor

Cafeteria Manager- Kayla Suggs

Mission Statement:

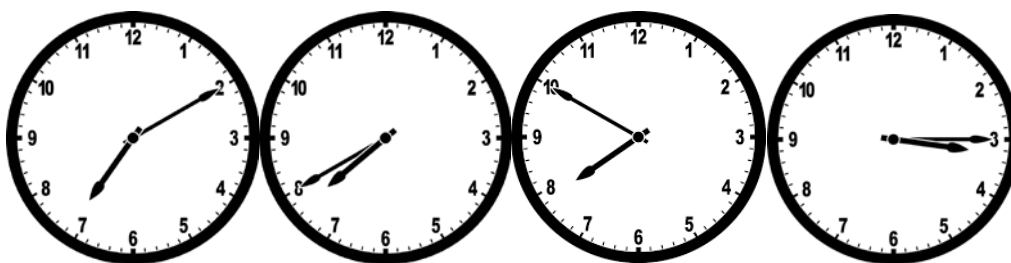
Alisd engages and empowers each student to be contributing, responsible citizens who reach their full potential through relevant, innovative and rigorous learning experiences. Johnston Elementary will ensure that its Jaguars are: life-long learners; engaged in education; actively aspiring to achieve; diverse; empowered; responsible citizens; supporting success; on the prowl in the community and beyond.

School Motto:

Johnston Jaguars...Together is Better!

Welcome to Johnston Elementary and the Jaguar Family! Our teachers and staff work together with you, our families, to nurture and grow students academically, social-emotionally, and physically to reach their full potential.

Specific Information for 2020-2021



**7:10 AM
Doors Open**

**7:40 AM
Class Bell**

**7:50 AM
Tardy Bell**

**3:15 PM
Dismissal**

Arrival, Dismissal and Traffic Procedures

Showing up every day is the most important thing students can do to help ensure success in school. By simply showing up on time every day, students benefit from increased teacher-student interaction, collaboration with peers, and direct involvement in school activities. It also allows students to build connections, apply their new-found knowledge, and develop interests that will pave the way to a successful future.

Early Arrival – Johnston's doors are opened at 7:10 AM. Students report to the cafeteria and fitness room where they will be under the supervision of school personnel. Breakfast is served from 7:15 AM to 7:45 AM.

Arrival – At 7:40 AM, the first bell rings to signal students that they may proceed to their classrooms. The tardy bell rings at 7:50 AM. Students arriving after 7:50 AM are considered late/tardy. Parents and students are not permitted beyond the cafeteria and fitness room before 7:40 AM in the mornings. When the bell rings at 7:40 AM, students are dismissed to their classrooms. For the first two weeks of school, parents of kindergarten students may escort their child to the classroom. Parents of 1st – 5th graders may escort their child to the classroom for only the first three days. After these days, parents will not be allowed to escort child(ren) to class. Students riding the bus will arrive at the rear of the school. They will be monitored by designated personnel and will enter the cafeteria through the south doors.

School Dismissal – Students will not be released from class for early pick up after 3:00 PM. Students are dismissed at 3:15 PM. Parents are not allowed in the hallways during dismissal. Any students remaining after 3:30 PM will be taken to the office where a parent must sign them out. Students being picked up in a personal vehicle will need to be picked up in front of the school. Students will be waiting with their teacher until their name is called. Bus riders will be escorted by staff members to board the buses at the rear of the school. Students walking home are released by staff at the ends of the school building. Walkers are encouraged to avoid the heavy traffic areas and should cross at the corner crosswalks.

Traffic and Parking

Traffic – We ask that all parents and staff observe the following precautions and courtesies when driving in the school driveway and parking lots:

- Please drive slowly, watch out for children, and remain patient at all times!
- Absolutely no cell phone usage is permitted while driving in a school zone.
- Parking of unattended vehicles is only permitted in marked spots in the parking lots.
- Never leave a vehicle unattended in the front drive. It is a fire lane.
- When walking your child across the drive, please use the marked crosswalks.

Parking – Visitor parking is right in front of the school. There is additional parking on the east end of the school building which may also be used by visitors.

Morning Traffic Patterns –

Front Drop Off: There will be three orange cones at the main drive parking lot entrance that will split the drop-off path into two lanes. The main drive that goes straight will have one lane of cars. The second lane of cars will go to the left through the parking lot drive.

Main Drive: As vehicles pull up to the crosswalk, staff in yellow vests will assist students out of the cars.

Parking Lot Drive: As vehicles turn left into the parking lot drive and pull up to the walkway, staff in yellow vests will assist students out of the cars. Students will then wait at the crosswalk until the crossing guard signals students to safely cross.

North 14th Drop-Off: Students being dropped off on North 14th Street should exit the vehicles in the unloading zone marked with yellow-green cones. Staff members in yellow vests will assist students out of the car.

Afternoon Traffic Patterns – The main, front drive will have two lanes of traffic for afterschool dismissal. Parents will be provided with a placard with the names of the student and teacher. The placard should be shown to designated staff member in a yellow vest who will call out the names. Students will then proceed to the flag pole where staff members will assist them into the cars.

Changes in Afterschool Plans

If a student's normal going-home routine is being changed (e.g. another relative will be picking up, etc.) please notify the teacher or office staff stating the change of plans.

Without notification from parents/guardians of any changes in dismissal plans, the child will be sent home following their normal routine such as bus, daycare, etc.

Absences and Tardies

Reporting Absences – If your child will be absent, please call the office at 325-671-4845. The office staff and/or an automated message system calls the parent contacts of any student who is marked absent and whose parents have not called in. We want to make sure everyone is present and “accounted for” daily. If your child misses school due to health care appointments, or a prolonged illness, please send doctor's notes to the office when your child returns to school.

Tardies – When the 7:50 AM bell rings, students should already be in their classrooms and ready to start the day. It is in your child's best interest to begin each day on time in order to not miss out on instruction or feel behind for the rest of the day. Attendance and tardies are reported following the policy established by Abilene ISD.

Release and Return of Students During the School Day – ONLY INDIVIDUALS THAT ARE LISTED IN “STUDENT CONTACTS” IN THE REGISTRATION SYSTEM WILL BE ALLOWED TO PICK UP A STUDENT. Appointments should be scheduled at times when the student will not miss instructional time. If a student must leave for an appointment, the parent/guardian must be present to sign and release the child from class. Please do not call and request for students to be ready as students will not be allowed to wait in the office before the parent/guardian arrives. Individuals picking up a student from school during the school day must present a driver's license or some other form of identification. If someone other than you or your emergency contacts will be picking up your children, please contact the office prior to the pickup. Unless the principal has granted approval because of extenuating circumstances, a student will not be released on a continuous basis before the end of the instructional day. Returning students will need to be escorted by the parent/guardian to the office and provide a signed excuse from the health care provider for proper documentation. The student will then be given a pass to return to class.

Contacting the Teacher/Conferences

Contacting the Teacher – Clear, two-way communication is essential for student success. Parents are encouraged to contact the teacher to address any questions/concerns. By working closely together, the Johnston students will have the best opportunity for success. Teachers may be reached through email at any time during the school day and by phone during their planning period and afterschool.

Conferences – A minimum of one parent-teacher conference is required during the school year. Additional, conferences may be initiated by either the parent or teacher as needed.

School Nurse

The nurse's office is equipped to handle routine medical needs. If a student becomes ill during the school day, the school nurse will contact the parent/guardian. Please keep the school informed with current phone numbers as soon as changes occur. In the event of an emergency, we must be able to reach you as soon as possible.

Allergies – It is very important that the school nurse and classroom teacher be informed of any allergies to drugs, food, or environmental conditions that your child might have.

Medications – If it is necessary for a student to take medicine at school, the law requires that the parent come to the nurse's office with the medication in a prescription bottle and complete a medical form.

Illness – If you are unsure whether your child is sick enough to stay home for the day, you may contact the nurse to help make the determination. Here are some guidelines to follow when determining if you child can return to school after being sick:

- Must be fever free without the use of fever reducers for 24 hours before returning to school.
- If your child has been given antibiotics, they must wait 24 hours after the first dose before returning to school.
- If your child has been vomiting or experiencing diarrhea, they must stay home for 24 hours after the last episode.

Visitors

Parents, relatives, and other visitors are welcome to visit the Johnston campus. All visitors are expected to exhibit the highest standards personal conduct and must adhere to the school dress code. Everyone entering the school must report to the office and show photo identification (ID). The ID will be electronically checked against registered sexual offender databases. While on campus, visitors will be required to leave their photo ID and wear a name badge. When leaving, the visitor shall return the name badge to the office where their photo ID will be returned. Visitors without acceptable identification will not be allowed access to the school.

Lunch Guests - Classrooms have scheduled lunch times. Guests for lunch must come to the office first to receive a visitor's badge (see above). ONLY INDIVIDUALS THAT ARE LISTED IN "STUDENT CONTACTS" IN THE REGISTRATION SYSTEM WILL BE ALLOWED TO EAT WITH STUDENTS. Guests will be able to eat lunch with their student at the guest tables in the fitness room. The guest tables are provided for the guest and student only. No other students will be allowed to join the guest. When the scheduled lunch time is over, the student will be expected to rejoin their class. Guests should only interact with their student and not interact with any other students while on campus.

Student Behavior Management

Johnston Elementary believes that school should be a safe and orderly environment. No student has the right to disrupt the learning of other students. It is a commitment that requires everyone – school, students, and parents. In order to better accomplish this, students should follow three basic tenets:

- Show up on time, every day.
- Try your best.
- Treat others the way you would expect to be treated.

Parents will be contacted for all office referrals. Before consequences are administered, the campus administrator(s) will consider the circumstances, frequency, and seriousness of the offense. Additional details are included in the Student Code of Conduct.

Birthdays and Celebrations

Celebrations – Students will enjoy two school-wide, classroom celebrations a year—Christmas and Valentine’s Day.

Birthdays – Birthdays are announced daily during the morning announcements. If a student is celebrating a birthday, parents are welcome to drop off a treat for the entire class after notifying the teacher in advance. However, no balloons, flowers, or disruptive party favors will be allowed in the classroom. Invitations to off-campus student parties can only be handed out at school if every child in the class receives one.

Recess

Recess is scheduled for 30 minutes daily. At times, a teacher may choose to have recess indoors. This is at the discretion of the teacher. No child will go outside if the temperature is below 40 degrees or above 90 degrees.

Lost and Found

Please mark all belongings with the student’s first and last name. The Lost and Found is located in the breezeway leading to the playground. At the end of the year, any unclaimed clothing will be considered abandoned and will be donated. Lost items of value will be kept in the office until claimed.

Dogs and animals on campus

Animals are not allowed on campus without permission from the school principal.

PTA/Volunteering

The PTA provides many activities and services to the educational program that could not be accomplished without parental involvement. Please make sure to join Johnston’s PTA during the membership drive!

VIPS (Volunteers in Public Schools) – Volunteers are invaluable! To ensure the safety of our students, all volunteers must pass a background check prior to serving as a volunteer, chaperone, etc.

School Communication

Johnston strives to keep parents informed through a variety of methods:

Students – Check your child’s backpack daily for student work and information!

Calendar – Each month, a school wide calendar is provided that informs parents of dates for special activities such as field trips, assemblies, holidays, etc.

School Messenger – There will be several call outs giving you details regarding early release days, school holiday reminders, and special events.

Remind – Johnston’s specific classes and grade levels communicate with parents through an application called Remind.