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OFFICE STAFF

Principal
Bookkeeper/Secretary
Data Manager/Secretary
School Age Child Care
School Psychologist
School Nurse

Karen Cook
Patricia Powell
Tameika Nicholson-Golden
Darlene Hanks
Rich Crowder
Vivian Moore



TELEPHONE NUMBERS

SCHOOL OFFICE	348-2929
FAX NUMBER	348-2922
RCS WEATHER LINE	623-1385
ROCKINGHAM COUNTY CENTRAL OFFICES	627-2600



WEBSITES

LINCOLN ELEMENTARY SCHOOL – www.lincolnelementaryschool.org

ROCKINGHAM COUNTY SCHOOL SYSTEM – www.rock.k12.nc.us

RCS BOARD POLICY for TITLE I SCHOOLS -
<https://www.boardpolicyonline.com/?b=rock>

OPERATIONAL INFORMATION

SCHOOL HOURS 7:45am-2:45pm

(for all students K-5th grade) *The school day is 7.0 hours long.*

6:30 a.m.	Child Care Opens (<i>student days</i>)
7:20 a.m.	Students enter Building
7:20 a.m. - 7:43 a.m.	Breakfast
7:45 a.m.	Instruction Begins/Students Tardy
7:45 a.m. - 2:45 p.m.	Student School Day
2:45pm	Dismissal
6:00 p.m.	Child Care Closes (<i>student days</i>)

Children who are car riders in the morning should be dropped off at **7:20 a.m.** in front of the second gym door. Staff will be on duty there each morning to help and supervision. Once your child or children arrive, they may go to breakfast in the cafeteria or directly to the classroom. Classrooms are open to students at **7:20 a.m.**

The instructional day begins at 7:45 a.m. Students who are not in their classrooms at that time are considered tardy. Children who are tardy must be signed in by their parents at the school office before they are allowed to go to their classrooms. **PLEASE DO NOT DROP THEM OFF AND LEAVE IF THE GYM DOOR IS CLOSED.**

In the afternoon, children who are car riders should be picked up at 2:45 p.m. at the gym door. **Please do not arrive on campus prior to 2:20** to begin lining up for dismissal as the access lane will be blocked until 2:20 due to use of the playground. Also, please remain in your cars. Staff will be on duty to provide assistance.

PLEASE SCHEDULE ALL DENTIST AND DOCTOR'S APPOINTMENTS AFTER 2:45pm whenever possible.

NO STUDENT CHECK OUTS AFTER 2:15 PM.

100% TOBACCO FREE SCHOOLS POLICY

For the safety of our students, Lincoln Elementary School is a proud to have a 100% tobacco free school policy. The use of tobacco products is prohibited anywhere, anytime by anyone on our campus. **This includes parking and pick-up areas.**

LINCOLN ELEMENTARY SCHOOL IS A TITLE I SCHOOL

A school is designated as a Title I school when the students being served in that school meet certain socio-economic conditions determined by federal and local guidelines. Because of these conditions, additional funding is provided to assist the school with materials for the students and staff. Also, staff development programs are held throughout the year to include parents as a means to ensure educational needs are met for students.

Basic Information about Title I

Title I, the cornerstone of the No Child Left Behind Act (NCLB), is the largest federal education program. Its intent is to help ensure that all children have the opportunity to obtain a high-quality education and reach proficiency on challenging State academic content and performance standards.

Title I began with the passage of the Elementary and Secondary Education Act (ESEA) of 1965, which provided federal funding for high-poverty schools to help students who are behind academically and at risk of falling behind. Services can include hiring reading specialists, tutors, technology assistants and additional teachers to reduce class size; purchasing instructional equipment, materials and supplies; providing parental training sessions; extending the school day and providing professional learning. The intent of Title I is now carried forward with the passage of the ESSA (Every Student Succeeds Act) in 2016-2017.

Funding supports Title I School-wide programs and Targeted Assistance programs, depending on the level of students that receive free- and reduced-price lunch in the school and how the school wants to function. The district has flexibility in determining the poverty level for qualifying schools to receive Title I funding. The minimum federal requirement is 40% of students receiving free- or reduced-price lunch. Schools receiving Title I funds have also gone through a one-year planning process. School-wide programs have flexibility in using their Title I funds, in conjunction with other funds in the school, to upgrade the operation of the entire school. School-wide programs must conduct a comprehensive needs assessment, identify and commit to specific goals and strategies that address those needs, create a comprehensive plan and conduct an annual review of the effectiveness of the School-wide program that is revised as needed.

School-wide Programs:

- plan for comprehensive, long-term improvement
- serve all students with highly qualified teachers and paraprofessionals
- provide continuous learning for staff, parents and the community
- use research-based and evidence-based practices to develop and implement effective instruction for all students
- use inclusive approaches to strengthen the school's organizational structure
- consolidate resources to achieve program goals
- engage in continuous self-assessment and improvement through the NC Star school improvement platform

Rockingham County Schools

511 Harrington Hwy Eden, North Carolina 27288 Phone: 336-627-2600

To: All Parents of Students Enrolled in Title I Schools

From: Human Resources Department

Subject: Notification to Parents of Teacher Qualifications

The purpose of this notice is to inform parents of children attending a Title I school of their right to know the professional qualifications of the classroom teachers who instruct their child. As a recipient of these funds, Rockingham County Schools will provide you with this information in a timely manner if you request it. Specifically, you have the right to request the following information about each of your child's classroom teachers:

- Whether the teacher meets the state qualifications and licensing criteria for the grades and core academic subjects he or she teaches.
- Whether the teacher is teaching under emergency or provisional status because of special circumstances.
- The teacher's college major, whether the teacher has any advanced degrees, and the field of discipline of the certification or degree.
- Whether teacher assistants provide services to your child and, if so, their qualifications.

In addition, the law requires that all schools that receive Title I funds must provide notification to every parent in the school whose child is being taught for four or more weeks by a teacher who is not "Highly Qualified," regardless of whether or not the teacher is being paid with Title I funds.

Rockingham County Schools is committed to providing instruction for all students and does by employing the most qualified individuals to teach and support each student in the classroom. If you would like to receive any of the information listed above for your child's teacher, please complete the request form and send in as directed.

Encl.: Teacher/Teacher Assistant Information Request Form

Teacher/Teacher Assistant Information Request Form

Request for Information About Teacher/Teacher Assistant Qualifications

Instructions to Parents:

Please complete this form. Use a separate form for each teacher or teacher assistant. Return the completed form to your school's office or mail to:

Rockingham County Schools, Human Resources Department
511 Harrington Hwy,
Eden, North Carolina 27288

Information will be sent to you within 30 days.

School Name: _____

Name of Teacher: Mr. Mrs. Ms. _____

or

Name of Teacher Assistant: Mr. Mrs. Ms. _____

Grade Level: _____ Subject (if applicable): _____

Name of Parent(s) Requesting Information: _____

Name of Student: _____

Mailing Address (where information is to be sent):

Street Address: _____

City: _____ State: _____ Zip Code: _____

Daytime telephone number in case of questions: _____

For district use:

Received by school/date/initials:

Received by HR/date/initials;

Completed by initials/date mailed:

Copy to:

Notes:

Lincoln Family Involvement Policy

As our partners in education, Lincoln Elementary seeks involvement from parents and family members in all aspects of our daily operations. The scope of involvement includes, but is not limited to...

- Classroom volunteers
- Field trip chaperones
- Fall Festival
- Field days and other special events
- Testing proctors and monitors
- Grandparents' Week, School Lunch Week, and other events
- Educational workshops (Curriculum nights, Annual Title I and PTA meeting, volunteer trainings, etc.)
- Classroom observations/visits
- School Improvement/Leadership Team, AIG Advisory Committee, PTA

Additionally, Lincoln staff ensures that all parents are informed of school events as well as their own child's progress. Early in the school year, we ask each student, parent, and teacher to sign the Title I Compact to promote shared responsibility for learning. Through monthly school newsletters, phone messages, meetings and workshops, parent-teacher conferences, phone calls and texts via Class Dojo, and notices including report cards, progress notes, and the NC School Report Card, parents are informed of school and classroom news and students' progress information. Further, Lincoln Elementary seeks parent and community input regarding program quality through the annual Title I survey and satisfaction surveys during curriculum nights.

District policy for Family Engagement can be found at the following web address:
<https://boardpolicyonline.com/?b=rock&s=180210>

VISION, MISSION STATEMENT AND BELIEFS

Lincoln Elementary will be a premier educational institute that instills a sense of pride in our students through innovation and technology, producing students prepared for a 21st century global workforce.

The mission of Lincoln Elementary is to work in partnership with students, families, and the community to ensure that each student acquires the knowledge, skills, and core values necessary to achieve personal success and enrich the community. Utilizing technology in daily instructions.

We are committed to providing our students with the opportunities to excel through the following:

- Utilizing technology in daily instruction
- Establishing and modeling high standards of conduct and citizenship
- Accepting and encouraging our diversity as well as our similarities, among staff and students
- Encouraging parental and community involvement
- Providing an atmosphere in which every student achieves his or her potential that will inspire learning for a life time.

Be a good GATOR!

School-wide Expectations	Classroom	Hallway	Buses	Cafeteria	Bathroom	Playground
G – Give Respect	Raise hand Use Manners	Keep hands to yourself	Listen to bus driver	Follow staff instructions Use correct voice level	Flush when finished	Take turns
A – Allow Learning	One person speaks at a time Use correct voice level	Quiet movement	Use correct voice level	Use cafeteria time to eat	Use bathroom quickly and quietly	Do your Best at new activities
T – Think of Others	Say nice things Golden Rule	Use correct voice levels	Use kind words	Use table manners	Use correct voice level Wait patiently for your turn	Be a good sport Use nice words
O – Observe Safety	Keep Area Clean Follow directions	WALK quietly WALK on right side of hall	Stay in your seat Keep aisles clear	Clean up spills and trash on floor Walk	Wash hands Keep floors clean	Follow directions Use equipment properly
R – Remember Responsibility	Be on task Be prepared	Get to Class on time	Know your bus stop Keep all things in your book bag	Clean Up After Yourself		Take care of equipment

ATTENDANCE

A written note, emails, or DoJo message is required for all student absences. After a student accumulates ten (10) absences, doctor's note can be required. Our data manager will send out attendance notices to parents after students have accumulated 3-, 6- and 10-days of unexcused absences.

Should a child reach 10 unexcused absences, the District Attorney must be notified. In addition, mediation proceedings, a juvenile petition on the child or a warrant on the parent can be taken.

In the event of an illness, your child must be a minimum of 24 hours symptom free (fever, vomiting, and/or diarrhea) without medication in order to return to school.

Thank you for your cooperation as we work together to educate your child and provide them the tools they need to become a successful adult.

Key Points:

- Tardiness is defined as “late entry” and as “early departure”. Students are expected to be in class from **7:45 a.m.** until **2:45 p.m.** every day.
- It is imperative that you come inside with your child whenever they are tardy.
- **STUDENTS SHOULD NOT BE CHECKED OUT AFTER 2:15PM.**
- If late arrivals and/or early departures become excessive, parents will be contacted and consequences will be imposed.
- It is very important that you send in a note whenever your child is absent. Please bring a doctor's note if your child is out due to illness. Doctor's notes will be required for every absence after 10 missed days for all students in order to be considered excused.

Please see Rockingham County Schools – Student Handbook 2020-2021

BIRTHDAYS

Birthdays are special times for our children. We want them to feel special on their day; however, we wish to preserve our instructional time, as well. Parents who want to do something special should check with the teacher first. We do not have parties for each student's birthday, but parents may send in drinks and/or cupcakes. All snacks must be store bought, not homemade. Healthy snacks are preferred, but not required. Refreshments should be brought in the morning and left for the teachers who will serve them during their most convenient time during the school day and after lunches have been served.

Personal birthday party invitations should be mailed to your child's friend or classmates unless you are inviting the entire class.

BUS SAFETY AND DISCIPLINE

We believe all students can act appropriately and safely while riding on a school bus. We will not tolerate any student, stopping drivers from doing their job or preventing other students from having safe transportation. In order to guarantee your child and the other children are safely transported, we are utilizing the following rules:

- Follow the directions of the driver. Stay in his/her seat.
- Keep all body parts (arms, hand, etc.), and objects inside the bus.
- No pushing, shoving or fighting at any time.

- No eating, drinking, loud talking or other inappropriate behavior on the bus at any time.
- Students are **not** to ride any school bus other than the one he/she is assigned to ride.

CAFETERIA

All students are required to go to lunch at their assigned time.

Rockingham County schools serve breakfast and lunch daily.

Lincoln Elementary has regained its ability to be included in the Community Eligibility Program. This is great news for our students and families. Breakfast and Lunch will be at NO COST for our students.

Extra items such as ice cream, water, cookies, etc. are available to the students for an extra cost. If you have any questions regarding the breakfast and lunch program, please call the Cafeteria Manager at **348-2929**.

Adult Breakfast \$2.30

Adult Lunch \$3.75

Individual Milk \$0.75

CAR RIDERS

No cars are to enter the bus parking area to pick up or drop off students. If students need to arrive before 7:20am, childcare is available for a moderate fee. For safety reasons, in the afternoon, students that are picked up late by parents will report back to their classroom. Parents must come in to the office and request the child/children. If late pick-ups are consistent, after school care will be highly recommended as well as our school social worker will become involved.

CLOSING OF SCHOOL

Consideration is given to the closing of school when extreme weather conditions may become detrimental to the health and safety of students and staff, or when the learning process is seriously impaired. The decision to close school is made by the **Superintendent**. During the winter months when you think snow or ice may cause school to be canceled for the day, listen to your radio, television or **call 623-1385** or wait for a telephone call from the **Alert Now** message system. As soon as a decision has been made about closing school, it will be broadcasted. Make-up days are listed on the school calendar.

CODE OF CONDUCT

In order to maintain a safe school environment, the school system relies on students' sense of citizenship and responsibility. Any student who has knowledge of criminal behavior or behavior that would threaten the safety of students at school should report the information to the school principal.

Administrators reserve the right to adjust consequences based on history and circumstances in order to maintain safety. In addition, identified students with special needs may have different sanctions or actions based on their Individualized Education Plan (IEP) and/or based on special education law. The Code of Conduct identifies specific infractions and recommended consequences for each infraction. Parents with questions should contact the school administration. (SB Policy 4300)

Consequences for Various Infractions are located in the Rockingham County School's Student Handbook.

CHILD CUSTODY

Lincoln School is utilizing the following policy concerning child custody. Any questions concerning documents need to be directed to the front office. In cases where one parent asks that the child not be allowed to leave the school with the other parent, a custody paper, restraining order, or some other legal document should be on record with the front office for the child. Legal opinion states that either parent has an equal right to the child unless one of the above-mentioned legal documents has been issued. In the event that a parent states they have such a document or notarized copy at home, it becomes imperative that the document or notarized copy be brought in as soon as possible to be included in the child's school record. As a part of student enrollment to help ensure safety, all parents are asked to complete a **Parent Verification Form** for each student. If a child is to be picked up by someone and their name does not appear on the form, the parent must write a note to the teacher giving permission.

FAMILY VACATIONS

If you are planning a family trip, we request that you try to do this during a school holiday, a teacher workday or summer break. Occasionally an opportunity arises or something happens unexpected and you may have to take your child with you.

These occasions must get prior approval from the principal in order to be considered as an excused absence.

Taking a child out of school for a vacation not approved by the Principal will result in an unexcused absence as written in the North Carolina Compulsory Attendance Law, NC 115C-378.

FIELD DAY

Under normal school years, this K-5 event is held each spring as a culmination of activities learned during the school year. The events are fun for the students, and promote sportsmanship, and teamwork. Parents are welcome to volunteer their time but are required to have a completed and approved background check. The website to complete this background check is <https://bib.com/SECUREVOLUNTEER/ROCKINGHAM-COUNTY-SCHOOLS/>.

GOING HOME WITH OTHER STUDENTS

No student will be allowed to go home with another student without written permission from BOTH students' parents (include telephone numbers). This is only permissible for car riders. This is NOT allowed for bus riders.

HEAD LICE

School staff has the right to inspect the heads of students at any time to check for lice and/or nits. If a student is screened and found to have lice, parents of the student will be notified. If the student with lice has siblings at the school, they will also be checked prior to contacting the parents by phone and/or letter explaining what needs to be done.

HOMWORK

Homework is determined by the teacher and assigned to reinforce skills, encourage independent study and develop good study habits. Parents should check homework assignments as one way to keep informed of the child's daily progress. It is necessary that all missed work be made up.

ILLNESSES/ EMERGENCIES AT SCHOOL

During the school year, there may be times that the school will need to get in touch with parents regarding a child's welfare. Parents, PLEASE discuss plans with your child as to what to do in the event he/she becomes ill during the school day. **PLEASE make sure the teacher and office have current phone numbers where you can be reached in case of an emergency.** When you leave home, PLEASE be sure those persons whom you have listed as emergency contacts know where you can be reached. **Should your phone number change or become disconnected, PLEASE make the school aware as quickly as possible.** We do not want a serious situation to occur and not be able to find a family member or contact person. Keep emergency information updated at all times.

Please remember that your child must be a minimum of 24 hours symptom free (fever, vomiting, diarrhea) without medication in order to return to school.

INTERIM PROGRESS AND REPORT CARDS

Interim Progress reports will be sent home with student's midway in the grading period for all students. Report cards are issued at the end of each grading period. If you have questions about your child's grades and would like to help him/her review, call the teacher. Parent/Teacher conferences are required at the end of the first grading period.

Grading Period	Interim/Progress Reports	Report Cards
Quarter 1	September 27, 2023	November 7, 2023
Quarter 2	November 29, 2023	January 30, 2024
Quarter 3	February 28, 2024	April 11, 2024
Quarter 4	May 1, 2024	June 5, 2024

LOST AND FOUND ITEMS

Label your child's personal belongings such as coats, caps, sweaters, books, lunchboxes, etc. If items are lost, call the school or send a note to the teacher. We will make an attempt to locate the lost article. Lost and Found table is located in the cafeteria so it is easily accessible to students to claim lost items. **All unclaimed items will be given to the Salvation Army or Goodwill at Christmas and at the end of the school year.**

NOTICE OF NON-DISCRIMINATION

The Rockingham County School System does not discriminate on the basis of race, color, national origin, sex, disability, age, homelessness or otherwise in its educational programs and activities and in employment. The following persons have been designated to handle inquiries regarding the nondiscrimination policies: (contacts subject to change)

ADA Coordinator	Dr. Pam Watkins, Director of Exceptional Children's Program (336) 627-2715; pwatkins@rock.k12.nc.us
Age Discrimination Other Non-Discrimination Laws	Mr. James D Richardson, Director of Human Resources (336) 627-2679; jdrichradson@rock.k12.nc.us
Title IX and Boy Scouts	Dr. Cindy Corcoran, Assistant Superintendent of Instructional Support Services (336) 627-2688; ccorcoran@rock.k12.nc.us
Section 504	Amy Wilson, EC Program Specialist, MTSS/PBIS/504, and NCSIP Coordinator (336) 627-2662 awilson2@rock.k12.nc.us

PARENT TEACHER ASSOCIATION

Lincoln Elementary Parent Teacher Organization (PTA) is active throughout the year. PTA activities include fundraisers, student events and programs, school improvements and support for various school related activities, and community events. The PTA meets monthly. Please consider joining our organization and becoming an active member.

PARENT/TEACHER CONFERENCES

Parents are encouraged to have conferences with their child's teacher. Teachers will contact parents during the year to arrange conferences. If for some reason you are unable to keep a scheduled appointment, please notify the teacher or the office and reschedule. Each year we have a designated Parent Conference Week. This is typically in October and aligns with the end of the first grading period. You will receive notice of the dates and time we have set aside for parent conferences. Please plan to meet with your child's teacher to discuss his/her progress.

PARKING

If you are going to be in the building for an extended period of time, we ask that you do not park in the parking spaces near the front entrance as these are designed for quick drop off and pick up. Also, please observe the designated parking areas. The parking lot is located to the right of the building on the gym.

PICTURE ID VERIFICATION

Rockingham County Schools' policy requires **ALL** individuals who come onto our campus to show picture identification. We are asking for all parents and individuals who come on campus to sign out any student to be prepared to present and show a picture ID each and every time. **This requirement is designed to ensure the safety of our students.** ID will be checked each time you visit the school. Please be aware, that we have several staff members that assist with front office support. All these individuals may not know you personally, and that is why we need to check your ID to ensure we are maintaining our school safety protocols. Keeping our students and staff safe is our top priority.

PBIS

Lincoln Elementary School is a PBIS school! "**PBIS**" is short for **Positive Behavioral Intervention and Supports**. PBIS is a framework or approach for assisting school personnel in adopting and organizing evidence-based behavioral interventions into an integrated continuum that enhances academic and social behavior outcomes for all students. PBIS IS a prevention-oriented way for school personnel to **(a)** organize evidence-based practices, **(b)** improve their implementation of those practices, and **(c)** maximize academic and social behavior outcomes for students. **PBIS supports the success of ALL students.**

RELEASE OF STUDENT INFORMATION

The federal law permits a school unit to identify certain student information as "Directory Information" which may be released publicly without permission of the parent. However, parents or guardians may object to the release of any or all of this information without consent. If so, written notification must be made to the principal within 15 days of the opening of a new school year.

SAFETY DRILLS

Fire drills are held monthly. Tornado/Hurricane drills are held during the tornado season with your child. The school holds regular drills to teach students to respond calmly in the event of an emergency. Teachers will discuss the escape plans with your child. Each class has an escape route to an outside area a safe distance from the building. During tornado, earthquake, and lock down drills/events, each classroom goes to a designated area within the building.

SAFETY PROCEDURES

During the school day the front door is locked each day. Please ring the doorbell and wait for assistance. Upon entering the building, you will need to proceed to the front office. Someone in the front office will assist you at that time. Parents or guardians are always welcome at Lincoln Elementary School. Please limit your classroom visits during the school day. If you need to meet with the teacher, please schedule a parent/teacher conference that is convenient and accommodates yours and the teacher's schedule.

If you need to drop off something for your child someone in the office will make sure that they get the item as soon as possible. All persons entering the building and going anywhere in the building will be required to show their picture ID and obtain a visitor's pass from the front computer. Please remember to sign out before you leave campus.

SCHOOL HEALTH PROGRAM

A school nurse visits our school each week. She oversees the general health supervision of students. The NC Law requires that students must have the necessary vaccinations in order to be in school. A physical exam is required for all new kindergarten students and all new students to NC school system. The **Kindergarten Health Assessment Form** may be picked up in the school office. By law, **the Kindergarten Health Assessment Form** must be completed and signed by a licensed physician or clinic, and all necessary immunizations completed within thirty-days (30) of enrollment to avoid exclusion from school. The law is strictly enforced.

SCHOOL PICTURES

Individual student pictures and class pictures are taken in the fall. Fall pictures are used for the Yearbook so therefore we will have make-up picture day if needed. Full-length pictures are taken in the spring. There are no makeups for Spring pictures.

SCHOOL-WIDE AND CLASSROOM DISCIPLINE

The entire staff at Lincoln Elementary School has the goal of establishing an atmosphere where children will feel safe, secure and happy. School rules are posted in each classroom. Each student will receive a copy of the "Rockingham County Schools Handbook," which list, specific infractions and the possible consequences if students do not follow the expected behavior. **Please read the handbook with your child.** We are confident that such clearly stated school and classroom behavior plans will teach our children to be responsible for their actions. As a parent, your cooperation concerning your child's behavior is vital to the learning process. When home and school work closely to instill worthwhile values, we are more successful and attain higher levels of achievement. If students cannot follow rules, parents will be contacted and disciplinary measures will be taken.

SPECIALIZED EDUCATIONAL PROGRAMS

We have the following specialized educational programs at Lincoln Elementary School:

- Preschool
- ESL Program (English as a Second Language)
- Academically and Intellectually Gifted (AIG)
- Exceptional Child Services

TELEPHONE

Parents PLEASE do not call the school and ask to speak to your child. Students should be reminded that the telephone is to be used for emergencies only. If you vary from your child riding the bus, car or someone else picking him/her up in the afternoons, please make your child aware of these changes before leaving home in the morning, and send a note to inform his/her teacher. It is also imperative that you call the school and let the office know of any changes so that we can help make sure your wishes are followed. However, if an emergency should occur and it is necessary for a change, we ask that calls be made before **2:15 pm**. If we all know beforehand, this will help minimize calls and confusion between school personnel and your child.

If you wish to speak to a teacher, you can leave a message on his/her **voice mail** and your call will be returned as soon as possible. **We want to use every minute possible to enhance your child's education.**

VISITING CAMPUS

During normal operating times, we are happy for visitors to visit Lincoln Elementary School at any time and observe a lesson in your child's classroom. You may also have lunch with a child. Please contact the teacher ahead of time. An appointment with the teacher or principal helps eliminate interruption of instruction. When you come to the school for a visit, always enter through the front entrance of the building, come in the office, show your picture ID, sign in and pick up a visitor/volunteer identification pass. If you are in the hallway without a pass, you will be asked to return to the office and follow the appropriate procedures. This is for everyone's protection. Please sign out prior to leaving the building. Thank you for your cooperation.

VOLUNTEER PROGRAM

It is our hope that each of you will become involved in school activities throughout the year. Any personal time you can give to your child, a student or to Lincoln, will be rewarding for you and valuable to all involved. Also, encourage grandparents, friends and co-workers to volunteer. All volunteers must report to the office before going to a classroom or designated area in the building. Volunteer training is available through the guidance department (Mrs. Vernon). Training must be completed every other year but can be completed yearly. All volunteers and chaperones must also complete the online background check required by the district. The website is <https://bib.com/SECUREVOLUNTEER/ROCKINGHAM-COUNTY-SCHOOLS/>. This background check is good for 2 years and will be valid in all RCS schools during that time. Due to COVID, we are limiting the number of persons on campus so therefor volunteering in classrooms will not be able to occur until all restrictions are lifted. Additionally, there will be no field trips to chaperone until all restrictions have been lifted.

Staff Member	Job Role	Email
Karen Cook	Principal	kcook@rock.k12.nc.us
Patricia Powell	Bookkeeper/front office	ppowell@rock.k12.nc.us
Tameika Nicholson-Golden	Data Manager/front office	tnicholson-golden@rock.k12.nc.us
Vivian Moore	Nurse	yvmoore@rock.k12.nc.us
DeVona Hampton-Williams	Instructional Coach	dhampton-williams@rock.k12.nc.us
TBD	School Counselor	
Mindy Harmon	Intervention Specialist/Title I	mharmon@rock.k12.nc.us
Andrea Wade	PreK Teacher	awade@rock.k12.nc.us
TBD	PreK Assistant	
Rebecca Martin	Kindergarten Teacher	rmartin2@rock.k12.nc.us
Sandra Pruitt	Kindergarten Assistant	spruitt@rock.k12.nc.us
Shannon Land	Kindergarten Teacher	sland@rock.k12.nc.us
Jonathan Moore	Kindergarten Assistant	jonathanmoore@rock.k12.nc.us
Heather French	Kindergarten Teacher	hfrench@rock.k12.nc.us
Betty Carter	Kindergarten Assistant	bjcarter@rock.k12.nc.us
Traci Conkle	1 st grade Teacher	tconkle@rock.k12.nc.us
Elizabeth Shelton	1 st grade Teacher	eshelton@rock.k12.nc.us
Judi Walker	1 st grade Teacher	jwalker2@rock.k12.nc.us
Joy Patterson	1 st grade Teacher	japatterson@rock.k12.nc.us
Brandy Williams	2 nd grade Teacher	brandymwilliams@rock.k12.nc.us
Megan Nance	2 nd grade Teacher	mnance@rock.k12.nc.us
TBD	2 nd grade Teacher	
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