ALMA O. EASOM ELEMENTARY SCHOOL

1610 Westlawn Avenue
Fayetteville, North Carolina 28305
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Dr. Kasey Weaver
Principal

Dear Alma Easom Elementary Families,

Welcome to the 2026–2027 school year! It is both an honor and a privilege to serve as the principal of Alma Easom Elementary School. Our school has a proud tradition of excellence, and I am excited to continue building on that strong foundation with our incredible students, dedicated staff, and supportive families.

At Alma Easom, we are fortunate to have a vibrant learning community filled with curious, motivated learners, passionate educators, and engaged parents and guardians. Our faculty and staff are committed to providing each child with a high-quality education in a safe, nurturing, and inclusive environment.

Family involvement plays a vital role in student success. While we understand the demands of busy schedules, even small efforts, such as reading with your child, discussing their day, or helping them prepare for school, make a meaningful impact. There are also many opportunities to be involved at Alma Easom, and we encourage you to find a role that works best for you.

We are proud of the work we do each day to support every child's academic and personal growth, and we look forward to partnering with you this year. Please take a few moments to review the contents of this handbook, which includes important information about school procedures, district policies, and state requirements. You'll also find additional resources on our school website.

Should you have any questions, comments, or suggestions, please don't hesitate to reach out. I welcome your input and look forward to a successful and rewarding school year together.

With warm regards,
Dr. Kasey Weaver
Principal
kaseyweaver@ccs.k12.nc.us

Daily Schedule
8:00 a.m. Doors open for all students
8:30 a.m. Tardy Bell instruction begins
3:10 Dismissal

Principal: Dr. Kasey Weaver
kaseyweaver@ccs.k12.nc.us

Office Hours 8:00-4:00
Teacher Hours 8:00-3:30

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VISION

The parents and staff of Alma O. Easom Elementary School will work together to help students become independent lifelong learners.

MISSION

The faculty and staff of Alma O. Easom Elementary School are dedicated to teaching all children to achieve their highest academic potential, thus promoting lifelong learners.

BELIEFS

Core Beliefs: We Believe .....

- We must meet the needs of all children and make learning a meaningful and joyful experience.
- We must promote an active, creative learning environment with high academic expectations for all students.
- By being involved in continuous improvement, we will be better equipped to meet or exceed the needs of our students and community.
- The school leadership team should guide the school community in continuous improvement and strategic planning.

ALMA EASOM IN THE MORNING

(Tune of: Carolina in the Morning by Al Jolson)
Nothing could be finer than to be at Alma Easom every morning!
Nothing could be sweeter than the teachers when they greet us every morning!
Where the learning takes us far across the seas,
Visiting many nations, Core Knowledge, yes indeed!
Children are the future, and we strive to meet our goals at Alma Easom.
From 8:00 'til day is done, we do our job, and learning's fun at Easom.
Puppy pride rings loud and clear throughout our school.
Where learning is #1, and we are so cool!
Nothing could be finer than to be at Alma Easom every morning!

ABSENCE FOR VALID EDUCATIONAL EXPERIENCE

The Cumberland County Board of Education has adopted a student attendance policy that permits temporary absences of a student from school for a valid educational opportunity to be coded as lawful. This policy includes that the parent makes a written request to the building principal at least seven days in advance of the absence. The request, which can be provided by the classroom teacher for the absence, should include the reason, length, and educational objectives of the absence. The principal will then make a determination of whether or not the request is approved. When planning a family vacation, we request that parents plan when students are not in school. Questions regarding military family vacations should be made to the school principal to determine the appropriate coding of absences.

ACCIDENTS AT SCHOOL

If a child has a minor injury at school, the supervising staff member will call the parent. An Incident Report will be completed. The parent will decide if the child requires medical attention. If a parent or emergency

designee cannot be contacted, the teacher or designee will make a decision regarding your child's injury on your behalf. Our school nurse is on campus one day per week. In addition, parents may wish to send in a change of clothes in case a student has an accident or gets sick in his/her clothes.

ADDRESS VERIFICATION AND PHONE NUMBERS

It is imperative that we have the correct information, including current address and telephone number. Arrange with a neighbor or family member to be listed as an "emergency contact" person if you cannot be reached. Notify us immediately of any change in address or telephone numbers, including work and cell phones. If we are unable to contact you, the school social worker or the principal will make a home visit.

AMERICANS WITH DISABILITIES ACT SECTION 504:

Section 504: Rehabilitation Act of 1973

No otherwise qualified individual with a disability shall, solely by reason of his or her disability, be excluded from participation in, be denied the benefits of, or be subject to discrimination from any program or activity of the school. Qualified disabled students are entitled to a free, appropriate education. Disabled persons who believe they have been subjected to discrimination on the basis of disability may appeal to the person in the school designated to hear such grievances. If still unresolved, grievances may then be appealed to the district ADA/Section 504 Coordinator.

ATTENDANCE, TARDY POLICIES and PROCEDURES

- **Parents and students** will:
    - Ensure daily, on time attendance. Student hours are 8:30 am -3:10 pm.
    - If a student arrives after 8:30 am, a parent/guardian must sign the child in at the front desk.
    - Provide appropriate documentation within 5 days of an absence for the absence to be marked as lawful.

Absence Note Procedures

- Upon return to school from an absence, a written excuse signed by a parent or guardian must be turned into the student's teacher or front office on the day the student returns to school.
    - This can include a message sent through Class Dojo.
    - If the student was absent for a set of several consecutive days - 1 note can cover the time out provided the absences were for the same lawful reason.
- The number of parent or guardian written excuses for attendance due to sickness or other unavoidable causes is limited to 10 per school year for grades K-8. After the 10th parent or guardian written excused note has been submitted, any other parent or guardian written notice may result in the absence being marked as unexcused.
- Medical documentation must be provided for chronic health issues.
- A copy of an obituary, program, newspaper, or media post can be provided as evidence for the death of a family member.

Retention Due to Excessive Unexcused Absences

- According to Cumberland County Schools Policy 4400 on Attendance, students are permitted a maximum of 10 unexcused absences per year.
- Parents, guardians, or students may request a waiver of the attendance requirements if there are extenuating circumstances, such as a legitimate illness. To request an attendance waiver, please our school social worker.

BUS RIDERS

Students are assigned to school buses according to the North Carolina General Statutes #115C-244. A student will be suspended from riding the bus for displaying inappropriate behavior (See CCS Code of Conduct booklet). A student can only ride the bus to which he/she is assigned. Bus assignments will not be changed to accommodate daycare or babysitting arrangements. Students riding the bus must comply with the requests of the driver. During the first ten days of school, we will be establishing times for bus stops. CCS has adopted an innovative mobile device app and website called Here Comes the Bus. You must download the app and register in order to track the school bus. The bus driver is not allowed to make front-door stops. The driver is not allowed to blow their horn or wait for students who are not at the bus stop. There must be a parent waiting with them to catch the bus in the AM, and there must be someone at the stop in the afternoon, or they will be returned to school, and parents will have to come and pick them up. Afternoon riders must have a parent designee at the bus stop. When the bus arrives, please show a placard with the student's name in order to receive your child. Please help us provide the safe environment we expect for our children. Use caution and be patient. You will receive a message on Class Dojo and/or a phone call when buses are late or have mechanical difficulties.

RULES

1. Walk to and from the bus.
2. Stay seated.
3. Use a quiet voice.
4. Take all of your items with you.
5. Raise your hand to let the driver know if someone is hurt or upset.
6. Keep items in your book bag.
7. Keep feet and hands where they belong.
8. Use kind words.

   REMINDER: Riding the bus is a privilege. Please reinforce these expectations and consequences with your child. Failure to follow the rules will result in a bus suspension.

CONSEQUENCES

1. Verbal Warning from your driver/conference
2. Written Warning
3. 1st Offense: 1 day suspension
4. 2nd Offense: 3-day bus suspension
5. 3rd Offense: 5-day bus suspension

6. 4th Offense: Extended long-term suspension. Your bus privilege may be revoked for the rest of the school year.

Consequences will be imposed to families whose child is brought back to school due to not having a parent or parent designee at the bus stop.

1. 1st Offense-Verbal warning
2. 2nd Offense-Written warning
3. 3rd Offense- 3-day bus suspension
4. 4th Offense-5-day bus suspension
5. 5th Offense- Your bus privilege will be revoked for the rest of the year.

CAFETERIA

Cumberland County Schools (CCS) Child Nutrition Services is excited to announce that the Community Eligibility Provision (CEP) is offered at Alma Easom. The provision enables each student enrolled in the participating schools to receive breakfast and lunch at no charge on days when school is in session. Students enrolled at participating CEP schools are not required to submit a lunch application to receive meals at no charge. Adults will be charged a la carte.

CHECK-IN AND CHECK-OUT PROCEDURES

Please make all appointments, if possible, after school hours. If you check-in or check-out your child from school, you will follow these procedures: Parents will sign the child in at the front office. Same procedure for check-out as in check-in noted above. Under no circumstances will students be released from class without following checkout procedures. If there are consistent tardies or absences, the parents will meet with the principal or social worker. Students must be picked up by a parent or guardian, or bring written permission from a parent or guardian if being picked up by someone else. The person picking up your child must be listed on the check-in/out card and show proper identification. The instructional day ends at 3:10. In order to preserve the educational opportunities for your child and reduce end-of-day interruptions, we ask that students not be checked out after 2:45 p.m. We appreciate your cooperation in this matter.

CLASSROOM CELEBRATIONS

In an effort to prevent hurt feelings, please do not pass out party invitations at school unless all class members are included. If your child is planning a private party and inviting only certain classmates, invitations should not be distributed at school. **County Policy prohibits home-baked goods from being served at school functions. In consideration of this policy, store-bought items only should be provided.**

COMMUNICABLE DISEASES (Policy 4230)

In order to prevent and/or control the spread of communicable diseases, the following procedures shall be followed:

1. When a student at school is observed to have symptoms of a communicable disease, school personnel shall isolate the child and arrange for the student to be taken home.
2. No child with symptoms of a communicable disease should remain at school unless neither a parent nor another responsible adult can be found to care for the child.
3. Sick children should not be sent home by bus.

4. Unless advised otherwise by health authorities, students with a fever of 100.4 degrees Fahrenheit or higher, vomiting, or diarrhea will be advised to remain at home symptom-free for 24 hours.
5. Unless advised otherwise by health authorities, students with an undiagnosed rash will be advised to remain at home until the rash disappears or written medical permission is granted for returning to school.

EMERGENCY PROCEDURES

Fire & Tornado

In case of a fire, students will evacuate the building to the designated area assigned to the class. Fire drills will be practiced once a month. In the event of a tornado, students will evacuate to the main hallway and assume the designated position. Tornado drills will be practiced a minimum of twice a year.

Lockdowns

For a CODE YELLOW lockdown condition, students and adults are to remain in their classrooms and continue working. Students will not be able to participate in outdoor activities during the lockdown. All entrances will be secured and monitored until the CODE YELLOW lockdown is over. CODE YELLOW lockdowns will be practiced. Teachers will follow procedures as indicated by the Central Services Office during the CODE RED lockdown. Visitors will not be allowed access to the school. All persons (staff, students, parents, and visitors) who are in the school shall remain and follow the procedures. In the event of a necessary lockdown, the school will send information home to inform parents of the need for the lockdown. Please note that students will not be released to go to the restroom during emergency drills, whether it is a practice drill or an emergency-related drill to include Tornado Drills, Fire Drills, CODE RED lockdown drills, etc. In the case a student soils his/her clothing during the emergency drill, the staff at Easom will handle the situation following the drill discreetly and sensitively.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a federal law that governs the maintenance of student records. Under this law, parents of students or students (if they are at least 18 years of age) have both the right to inspect records kept by the school about the student and the right to correct inaccuracies in the records. Access to the records by persons other than the parents or the student is limited and generally requires prior consent by the parents of the student. Copies of this policy may be found in the office of the Superintendent and in the Principal's office of each school within the Cumberland County School System. Complaints about failures of school personnel to comply with the Family Education Rights and Privacy Act may be made, in writing, to: FERPA Office, Federal Building No. 10, 600 Independence Avenue SW, Washington, DC 20202.

FIELD TRIPS

Your child's teacher may arrange an educational field trip for students. Before your child can attend, we must have your written permission. Administration cannot grant permission over the phone for your child to attend the field trip. Prior to the intended field trip date, the teacher will send information to you regarding field trip plans, costs, transportation, etc. When a field trip is arranged, please return the permission forms promptly. If you have questions at that time, contact your child's teacher. Total costs are decided based on the number of students and chaperones. If you wish for your child not to attend the planned field trip, an instructional plan will be provided for your child at school on that day. On occasion, parents are invited on field trips to assist with supervision. The number of chaperones invited will depend on the trip. Other family members, including siblings, will not be included in educational trips. All field trips will be planned in accordance with CCS policy IFCB-R. Students must comply with the rules established by the school while representing Easom on a field trip.

HEAD LICE

Students found to have evidence of head lice will be sent home from school immediately, according to the Board of Education policy. At Easom, the following policy is used if students are suspected of having head lice.

1. A student is identified as having head lice by a parent phone call, teacher referral, or class check.
2. The school staff then checks the student. If nits or lice are found, the student is discreetly sent to the office. A home contact is made, requiring the parent or guardian to pick up the child. A letter accompanies the child that provides treatment information.
3. A total class check is made in the student's class and the infected student's siblings.
4. To return to class, the parent must present proof of treatment.
5. The child is checked before returning to the classroom and then rechecked again in ten days.
6. A letter is sent home with all students in a class only when more than one student has head lice and/or nits.

IMMUNIZATIONS

North Carolina General Statute # 130A-1569 (a) requires the parent or guardian to furnish proof of the following immunizations:

- (5) DTP/DTaP (If a booster dose of DTP/DTaP is given on or after the child's 4th birthday, then dose #5 is not required.)
- (4) Polio (If the 3rd dose is given on or after the 4th birthday, then dose #4 is not required.)
- (2) MMR (1st dose must be on or after the 1st birthday.)The 2nd dose is when they begin school.
- (3) Hepatitis-B
- (1) Varicella (On or after 12 months)

The immunization record and North Carolina Health Assessment must be received at school by the 30th calendar day after the student enrolls. After the 30th day, state law mandates that we dismiss your child from school for any out-of-compliance students. A copy will be kept on file in your child's record.

INSURANCE

Students will bring home information about accident insurance in their "first day of school" packets. Applications should not be returned to the school but should be mailed directly to the company. Questions that may arise during the year should be directed to the company and not to the school.

MEDICATION

Parents must obtain a ***Physician's School Medication Form*** from the school in order for personnel to administer a prescribed medicine. Administration of medicine is done in the office. A labeled bottle with the student's name and dosage is required and should be left in the school office. A log will be kept of medication administration at school. Medication for minor illnesses such as cold, headaches, etc., may not be taken at school unless a parent administers it. Prescribed medication for short-term illness (10 days or less) may be administered from the prescription bottle if all necessary information is on the prescription label and a physician's note is provided to the school. Medication is not allowed to be transported to school by the student or the bus driver. It is required that the parent bring in the medication, count the medicine,

and sign it in. At the end of the year, the medication is to be counted and signed out. Expired medications and all medications left at the school following the last school day will be disposed of according to Health Regulations.

MORNING DROP OFF

- Student drop-off will be at the front of campus only (Westlawn Avenue) from 8:00 a.m.-8:30 a.m.
- When you arrive on campus, your child must remain in the car until you reach the designated drop-off area, where staff members will greet you and direct traffic.
- The car line will move quicker if you are waiting in line, say goodbye, and have your child ready by sitting on the right side of the car with a school bag in hand. (The child should not eat or drink while getting out of the car.)
- At the 8:30 a.m. tardy bell, the parent or parent designee must sign your child in at the front office.
- If you live within a block or two of the school and would like to walk your child to the front of the building, prior permission is required from the principal.
- Always use the front entrance when entering the school building. Staff members and students are not allowed to open doors for anyone.

AFTERNOON DISMISSAL

At the 3:10 p.m. bell-

Bus riders will depart from the buses at the back campus.
Car riders will be picked up in front of the school.
Parents of walkers will stand across the street on the sidewalk from the cafeteria entrance unless other arrangements are made.
Daycare students will be picked up at the back of the campus. To be considered for daycare pick up, there must be 2 or more students picked up by the daycare. If not, students will be considered car riders, and the daycare personnel will follow car rider instructions.

Instructions for Car Riders & Parents:

- Please remain in the car line until you reach the designated area, where staff members will help load cars and direct traffic. Do not walk up to pick up your child.
- It is best practice to get in the car line from Fort Bragg Road, preferably from one of the side streets coming from Terry Sanford High School. Do not attempt to take a left onto Sutton Street from Morganton Road or a left onto Sutton from Fort Bragg Road. If you do, you must go to the end of the line.
- Please be prepared to wait in line and move with a group of cars. This procedure goes very quickly if everyone follows the protocol. We use a live Google document to communicate with staff to have your child lined up in the correct order and ready to put in the car.
- Practice having your child buckle him/herself into car seats to help facilitate the process.
- All students must be placed in a car seat. Preferably on the back passenger side.
- All parents must have a placard with the child's name displayed in the front window of your car.
- Do NOT block any residential driveways.

NON-DISCRIMINATION STATEMENT

It is the policy of the Cumberland County School System, inclusive of Alma O. Easom Elementary School, not to discriminate on the basis of race, ethnic origin, sex or handicap in its educational programs, activities,

or employment policies as required by Title IX of 1972 Educational Amendments and Section 504 of the Rehabilitation Act of 1973, and Title II of the 1990 Americans with Disabilities Act (ADA).

PARENT-TEACHER ORGANIZATION

We have an active PTO and encourage each parent to join and participate. This organization is an essential part of the total school program. Your support is needed and will be appreciated. The PTO officers for the school year are:

Jen Britt - President Kelsey Puryear-Vice-President
Molly Lewis -Secretary Carol Ann Tally- Treasurer

PARENT/ TEACHER CONFERENCES & PHONE CALLS

Fall-November 3rd
Winter- February 1st

You are encouraged to seek a conference with your child's teacher anytime during the school year. Phone calls will not be sent to a teacher's classroom; you will be forwarded to a voicemail system. This is to protect instructional time and lessen disruptions. Emergencies are exceptions and will be handled on an individual basis. Additional conferences with teachers or the principal may be made by calling the school at 484-0194. Remember, conferences should be scheduled so as not to interrupt or interfere with the teacher's instructional time.

PARKING ON CAMPUS

Please refrain from parking in the loading zone. Parking spaces are available in designated areas on Westlawn Avenue and in the front parking lot. Please DO NOT block any residential driveway on Westlawn Avenue, Sutton Street, or Bethune Street.

PARENTS CAN HELP!!

- Encourage your child to talk about school experiences.
- Allow your child to relax following the school day.
- Keep in contact with the school and your child's teacher. Ask what specifically you can do at home to help your child.
- Listen to the child's view of conflicts and then inquire about the total picture at school.
- Volunteer at school. Teachers need and appreciate your time.

PARENT CONCERNS

Parental concerns should be expressed to the teacher. Concerns that are more general in nature should be made to an administrator. An administrator will be happy to arrange conferences for parents and teachers to discuss classroom issues. An administrator will always expect the parent to discuss the concern with the teacher first. If unresolved, the administrator will meet with the parent and teacher to assist in resolving the concern.

PARENT RIGHT TO KNOW STATEMENT

As required by the Elementary and Secondary Education Act (ESEA), Title I Part A, information is available at our school to include but not limited to the following:

- The school improvement plan
- Qualifications of your child's teacher and/or teacher assistant

- Professional development opportunities for teachers and assistants to ensure highly qualified personnel
- Opportunities for parent involvement and input
- The district improvement plan
- The district's parent involvement policy
- The district report card and the school report card

Please contact our school, and we will be glad to provide you with this information upon request.

PERSONAL ITEMS

Parents are encouraged to provide identification on their child's clothing throughout the school year. Using identification on your child's items will greatly help when returning lost and found items to the rightful owner. Please provide first and last names on items.

PROMOTION CRITERIA & STANDARDS

Students in grades K-5 shall be placed by the principal at the grade level for which each child is best adjusted academically, socially, emotionally, chronologically, and physically. Students are expected to demonstrate at least one year's growth for each year of instruction. In grades K-5, teachers must certify that students are achieving at grade level in order to be promoted to the next grade. For K-2, these decisions shall be based on mastery of grade-level skills as measured by North Carolina K-2 Literacy and Mathematics assessments corresponding to the current statewide instructional standards for each grade, teacher assessment, and other local and state-recommended and/or required assessments.

REWARDING OF POSITIVE BEHAVIOR

Just as it is important to have consequences for negative behavior, it is equally important to reward positive behavior. Positive behavior will be rewarded at Alma Easom. Students will be reinforced verbally for positive behavior by the teacher and any adult in the school building. Each teacher will develop their own positive consequence in the classroom. Positive notes or calls will be sent home with the students who have shown improvement in behavior.

RULES OF CONDUCT AT EASOM

Management routines and rules are a very important part of any school. This provides the basis for creating a structured environment so that a high level of academic work can occur. We believe that teachers have the right to teach and students have the right to learn. Our school recites the following daily motto: Be Safe, Accountable, Respectful, and Kind. We consider this our BARK chart. If you have specific questions, please ask your child's teacher.

SCHEDULE DELAYS DUE TO WEATHER

A two-hour delay means that the tardy bell will ring at 10:30. Students should not be dropped off prior to 10:00 a.m. Buses will have the same 2-hour delay that is announced. School will be dismissed at the regular time when delayed due to weather conditions. Breakfast will not be served, but lunch will be served.

SCHOOL BOOK BAGS

A school bag was provided at no cost for your student. These are the only book bags that will be allowed on campus. Students should bring this bag to and from school each day. If the bag is lost, a fee of $5.00 will be charged to receive an additional bag.

SCHOOL SPIRIT DAYS

Every Friday will be School Spirit Day! We encourage each member of our educational family to participate. Our "Educational Family" includes students, faculty, staff, parents, grandparents, friends, neighbors, and EVERYONE who shares our love for this wonderful school. We will wear school colors, RED, BLUE, AND WHITE, on Fridays. PTO sells a variety of sportswear: long and short-sleeved shirts, shorts, and jackets. Support our school by purchasing spirit wear.

STUDENT DRESS CODE

Your child's school attire contributes to the school atmosphere. We expect our students to wear clothing that allows them to participate in all school activities. Tennis shoes will be required on PE days. Keep in mind that students have daily recess outside each day. Parents, we also ask that if you plan to volunteer or visit the classroom or school, please ensure you are dressed appropriately. Refrain from wearing revealing apparel or clothing with profanity or inappropriate phrases. Use good judgment!

VISITORS AND VOLUNTEERING

Parents are welcome at Alma O. Easom Elementary School. Parents are encouraged to eat lunch with their child. Visitors must report to the office to sign-in. This procedure helps us know who is in the building and protects the safety of our students, staff, and visitors. Teachers cannot conference with visitors during the instructional day while supervising students. As for volunteering in your child's classroom, Cumberland County requires all persons working with students or chaperoning on a field trip to complete a VOLUNTEER SECURITY DATA FORM. When you have been given clearance to work with students, please go by the office to sign in the Volunteer Book and sign out a visitor badge to wear in the building. You will need to leave your keys as assurance of returning the badge. Before you leave, please return to the office, sign out, return your badge, and pick up your keys. You may only volunteer in the classroom after the background check is cleared. https://www.ccsvolunteers.com/

TRANSPORTATION CHANGES

For the safety of our children, we are asking you to comply with the following request: It is the parent's responsibility to inform the teacher in writing if there is to be a change in the regular mode of transportation from school for a child. The teacher cannot accept the child's word that there has been a change in the mode of transportation on a given day. Unless notified in writing or via Class Dojo, the teacher will send your child home in the routine manner. All changes sent via Class Dojo must be sent prior to 12:30 each day. Do NOT send a message after 12:30 and expect a teacher to have read it. Students can only be assigned to one bus. Please do not call the office and make the request for a change in transportation.

WITHDRAWAL OF STUDENTS

The school should be notified at least two (2) days before the student's impending withdrawal. Contact should be made with our school's data manager in the front office.