We will engage, educate and inspire our students to succeed in college, career and beyond!

“We Believe, Achieve, and Succeed! We Are Fitzpatrick!”
Parents’ Accountability

Parents can be held accountable if they fail to make their children regularly attend school or conduct themselves properly while at school. Under the City of Montgomery’s Truancy Ordinance, a parent or guardian can be found guilty of a misdemeanor.
Montgomery Public Schools
307 South Decatur Street
Montgomery, Alabama 36104
(334) 223-6700

Superintendent: Dr. Ann Roy Moore

Purpose and Direction
The mission of MPS is to engage, educate, and inspire our students to succeed in college, career, and beyond.

Vision
MPS… where every student develops a love of learning, cultivates intellectual curiosity, and dreams of a future full of amazing possibilities.

Core Values
Commitment to Achievement
Passion for Learning
Integrity & Accountability
Respect for Self and Others
Educational Equity
Community Partnerships

Fitzpatrick Elementary School
4055 Fitzpatrick Blvd.
Montgomery, AL 36116
Office: 334-284-8044 Fax: 334-284-8045

Title I School
Fitzpatrick Elementary School is a Title I School. Title I is a federal program that provides additional funds to qualifying schools. Currently, our school is receiving Title I funds based upon the number of students who qualify for the free or reduced lunch program. The funds are used to provide additional support to all students based on their needs.

Purpose and Direction
The mission of Fitzpatrick Elementary School is to engage, educate, and inspire our students in a safe and caring environment that supports and encourages higher learning.

Vision
Fitzpatrick Elementary, where every child grows in knowledge, skills, and respect.

Core Beliefs
- School is a professional learning community that holds each student to high academic and behavior standards.
- Students are entitled to engaging work.
- Students should be held accountable for their making good choices and being responsible for their academics and behavior.
- High expectations, frequent monitoring of student progress and adequately designed learning lessons are critical to improving student achievement.
- School should be safe, nurturing, and conducive to learning.
- Parental involvement and support are essential in fostering academics and attendance.
Fitzpatrick Elementary School

PARENT-STUDENT HANDBOOK

NOTICE OF RECEIPT MEMO
2021-2022

My parent/guardian and I, __________________________________, a student enrolled at Fitzpatrick Elementary School, hereby acknowledge by our signatures that we have received and read the Fitzpatrick Elementary School Student-Parent-Community Handbook. We understand that the procedures apply to all students and parents at Fitzpatrick Elementary School.

____________________________  _________________________
Student Signature                Date

____________________________  _________________________
Parent Signature                Date

____________________________  _________________________
Parent Signature                Date

____________________________  _________________________
Guardian Signature              Date

Please detach and return to homeroom teacher!
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August 7, 2021

Greetings Parents and Students:

Fitzpatrick Elementary is a place where everyone is someone special. The school is organized and designed to facilitate and enable teachers to teach and students to learn.

Our educational goal is to make learning so exciting that students will experience the joy of discovering new ideas and building new skills. The ultimate goal is to help them to develop a love of learning.

Positive attitudes toward school and long term changes in behavior are the behavioral goals for each student. Students are taught to respect themselves and others. They are given many opportunities to develop and demonstrate self-discipline and responsibility.

As we embark upon this school year, it is important to expand our partnership. Your children and our student’s success hinges on our ability to work together.

As we implement College and Career Ready Standards we will engage, educate, and inspire our students to excel both academically and beyond.

Sincerely,

Dr. Charlesetta D. Robinson
Faculty & Staff
Fitzpatrick Elementary School
Personnel for 2021-2022

Dr. Charlesetta D. Robinson
Mrs. C. Mitchell, Assistant Principal

ELA: Reading and Language          BS: Math, Science, Soc. Studies

Certificated Personnel

Kindergarten (4)
Quintina Littleton
Brittany Buford
Martin McKay
Calyn Harper

First Grade (4)
Diana Motley
Mary Hawkins
Janice Brooks
TBD

Second Grade (4)
Jillian Pickett
Lacynthia Matthews
Rechandra Nobles
Jamecya Grice

Third Grade (3)
Predencia Dickerson (ELA)
Maysia Bomoni (ELA)
Shalandra Love (ELA)

Fourth Grade (4)
Antonnia Owens (ELA)
Antrecia Summers (ELA)
Harold Campbell (BS)
TBD (BS)

Fifth Grade (4)
Anita Hudson (ELA)
Petrina Harvest (BS)
Stephanie Stebbins (ELA)
Darrin Roberson (BS)

Specialists Areas

JaMarcus Brown, PE
Daryl Holloway, PE
Jennifer Lane, LMS
Timothy Ellis, Music
Dr. Betty-Ann Palmer, Tech.
Karen Wilson, Counselor

Special Education (2)
Helen Kimball
Randi Lambert
Shameka Carroll
TBA (BIP)

Literacy Coach
Schelcy Allen

Accountability Interventionist

Non-Certificated Personnel

Custodians (3)
George Austin
Rhonda Jackson
Antonio Martin

Office Staff
Deloris Dixon, Book-keeper
Shelia Osborne, Secretary

Parent Liaison
Lateshia Adams

Aides
TBD (2)

Lunchroom
Carolyn Simmons, Cafeteria Manager
Shirley Rhodes
Carrie Parker
MONTGOMERY PUBLIC SCHOOLS
2020-2021 SCHOOL CALENDAR
Important Dates by Month
July 2021
5 Independence Day Holiday (All Employees-12-month employees will be on a four-day work-week in the summer of 21’)
August 2021
9-13 Professional Development (no students)
16 First Day of School
September 2021
6 Labor Day (All employees)
October 2021
15 Last Day of the grading period
29 Asynchronous Learning Day (Virtual classes for students. Teachers will report to their buildings.)
November 2021
11 Veterans Day (All Employees)
12 Asynchronous Learning Day (Virtual classes for students. Teachers will report to their buildings.)
22-26 Thanksgiving Break (12-month staff work 22 & 23, schools and offices open those days)
December 2021
20-31 Winter Break (All employees)
January 2022
3 Professional Development (no students)
14 Last Day of the grading period
17 Martin Luther King Day (All Employees)
February 2022
21 Asynchronous Learning Day (Virtual classes for students. Teachers will report to their buildings.)
March 2022
18 Last Day of Grading Period
21-25 Spring Break (12-month staff work 21 & 22, Schools and Offices open those days)
April 2022
15 Asynchronous Learning Day (Virtual classes for students. Teachers will report to their buildings.)
May 2022
26 Last Day for Students/last day of the grading period
27 Professional Development Day (Last Day for Teachers)
31 Memorial Day (All Employees)
Montgomery Public Schools
Student Assessment Calendar
2021-2022

*Testing Dates Are Subject to Change*

<table>
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<tr>
<th>Assessment Window</th>
<th>Grades K-6</th>
<th>Assessment</th>
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<tr>
<td>August 16 – Sept. 10, 2021</td>
<td>Kindergarten</td>
<td>ALAKids</td>
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<tr>
<td>Diagnostic/Screening:</td>
<td>Grades K-5</td>
<td>Renaissance STAR</td>
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<tr>
<td>• Aug. 23-Sept. 17 (BOY)</td>
<td>• Early Literacy (K-1)</td>
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<td>• Oct. 11 – 29 (Interim)</td>
<td>• ELA</td>
<td></td>
</tr>
<tr>
<td>• Nov. 29 – Jan. 14 (MOY)</td>
<td>• Math (2-5)</td>
<td></td>
</tr>
<tr>
<td>• Feb. 28 – March 18 (Interim)</td>
<td>• Star CBMs as needed</td>
<td></td>
</tr>
<tr>
<td>• April 25 – May 20 (EOY)</td>
<td>• Performance Series Express for Grades 2-5</td>
<td></td>
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<td>LEP Population K-6th</td>
<td></td>
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<tr>
<td></td>
<td>Kindergarten (Paper Only)</td>
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<tr>
<td></td>
<td>Grades 1st-3rd (Online with Writing on Paper)</td>
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<td></td>
<td>Grades 4th-6th (Online)</td>
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</tr>
<tr>
<td>TBD</td>
<td>ACCESS for ELLs</td>
<td></td>
</tr>
<tr>
<td>TBD</td>
<td>LEP Population K-6th</td>
<td></td>
</tr>
<tr>
<td>TBD</td>
<td>Alternate ACCESS for ELLs 2.0 All Paper-Based</td>
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<tr>
<td>TBD</td>
<td>2nd-6th reading and math 4th and 6th Science</td>
<td></td>
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<tr>
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<td>ACAP Alternate Summative</td>
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<tr>
<td>TBD</td>
<td>2nd-6th Reading and Math 4th and 6th Science</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ACAP Summative</td>
<td></td>
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1 Schools taking NAEP will be identified by the national office in the fall of 2021. Dates on which they test should be coordinated with the NAEP Coordinator.

2 Schools will be provided a selected window during the Scantron Testing Window.

Note: Dates are subject to change. Schools’ assessment team (principal, BTC, ELL Facilitator, Sped Facilitator and Technology Coordinator) will determine dates within the window on which they will test and submit your dates to the MPS Office of Assessment and Accountability when the information is requested.
MONTHLY PARENT MEETING DATES
2021-2022

August 17th
September 14th
October 12th
November 9th
December 14th
January 11th
February 8th
March 8th
April 12th

*Meeting dates are subject to change.*

Times TBD.

Parent Involvement

PARENTS + TEACHERS = SUCCESSFUL KIDS
Fitzpatrick Elementary School
2021-2022 Calendar

**Report Cards**: October 21st, January 20th, March 31st, May 26th

**Progress Reports**: September 9th, December 2nd, February 17th, April 28th

Student work samples ~ will be sent home *Every other Tuesday* beginning September 1st.

**First Semester**
- September 7 & 21
- October 5 & 19
- November 2, 16 & 30
- December 7

**Second Semester**
- January 11 & 25
- February 1 & 15
- March 1, 15 & 29
- April 12 & 26
- May 10 & May 24

*PLAN AHEAD!*
Daily Schedule

**Arrival**

Students are NOT to arrive at school/on campus before 7:30 a.m. Breakfast is served between 7:30 a.m. and 8:00 a.m. **Supervision is not available before 7:30 a.m.**

All students enter the building through the cafeteria side and remain in the cafeteria until they are dismissed at 7:40. Those who are eating breakfast are dismissed once they are done eating. Students are expected to eat their breakfast quietly. After eating, students are responsible for throwing away their tray and trash.

After eating breakfast, students will report to their grade level hall.

**Bell System**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 a.m.</td>
<td>First Bell/Announcements (Breakfast ends)</td>
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<td>8:10 a.m.</td>
<td>Tardy Bell -- Students arriving after 8:10 a.m. must obtain a check-in pass from the office before being allowed to enter class.</td>
</tr>
<tr>
<td>2:45 p.m.</td>
<td>Drop Everything and Read (D.E.A.R.)</td>
</tr>
<tr>
<td>3:10 p.m.</td>
<td>Dismissal</td>
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**Dismissal**

Daycare and Bus Riders (Music/P.E. Portable)
Car Riders (Classrooms/Intercom)

**Kindergarten** (Cafeteria Door) 1st Grade Walkers (Main Door) 2nd-5th Grade Walkers (Virginia Meadows-portable side door, Virginia Loop Road-2nd grade door)

All students should be picked up **no later than 3:30 p.m.** We do not have staff to supervise children on campus outside these times. Please never leave your child at school without supervision. Failure to comply with this procedure will result in administrators contacting the proper authorities.
Check-out, Check-in, and Tardy

Check-out Procedures -- A picture ID is required when checking out students!

1. Parents must sign out students at the office.

2. The school day ends at 3:10 p.m. **Students will not be called out of classrooms after 2:30 p.m. for checkout.** To limit classroom disruption, as well as to ensure the safety and security of the students during dismissal, please wait to pick up your child at the designated areas.

3. Only individuals listed on a student's registration card will be allowed to check-out a student.

4. If a student returns to school the same day after checkout, he/she must be sign-in at the front office.

Check-in Procedures – All students must be signed in at the front office if arriving after 8:10 a.m. The student will be given a pass to class. (See tardy procedures for more information.)

Tardy - Any student who arrives to school at or after 8:10 a.m. is tardy.
1. A parent or guardian is required to sign the student in at the front office. The student will be given a pass to class. In order for a tardy to be excused, the parent must immediately present to the office worker a written excuse explaining the reason for being tardy.

2. Tardiness is excused for the following reasons: illness of self or an immediate family member, death in the family, emergency or exceptional situations as determined by the administration. Traffic problems or car trouble is not a valid excuse.

3. If a student is tardy to school because of a doctor or dental appointment, he/she must bring a statement from the doctor or dentist before the tardy will be considered excused.

Parents and other Visitors

*Parents: The following is MPS’ School Visitor Policy.*

**SCHOOL VISITORS (BOARD OF EDUCATION POLICY)**

Parents/guardians and community members are encouraged to visit the school. To ensure the safety of students, staff and visitors, ALL PERSONS (PARENTS, COMMUNITY MEMBERS, VOLUNTEERS, BOARD EMPLOYEES, ETC.) VISITING THE SCHOOL ARE REQUIRED TO ENTER THROUGH THE DESIGNATED MAIN ENTRANCE TO SIGN IN AT THE SCHOOL OFFICE AND PRESENT PROPER IDENTIFICATION, INCLUDING AT LEAST ONE PHOTO ID. DUE TO COVID-19, WE ARE ASKING THAT ALL VISITORS WEAR A MASK.

A visitor’s pass will then be issued by office personnel. All school visitors must comply at all times with Board of Education policies, administrative rules, and school regulations.
Any person entering a Montgomery Public School building is subject to a routine hand-held search or walk through a metal detector. This is to include any school sponsored activity on or off school property, and non-school sponsored activities on school property.

**Raptor System** - All school visitors must be prepared to show a valid government issued picture ID - i.e., state issued driver's license. Visitors will not be allowed on school property without proper identification.

**Sex Offender Status** - Under the Code of Alabama 15-20A-17 (2019)

No adult sex offender, after having been convicted of a sex offense involving a minor, shall enter onto the property of a K-12 school while school is in session or attend any K-12 school activity unless the adult sex offender does **ALL** of the following:

1. Notifies the principal of the school, or his or her designee, before entering onto the property or attending the K-12 school activity.
2. Immediately reports to the principal of the school, or his or her designee, upon entering the property or arriving at the K-12 school activity.
3. Complies with any procedures established by the school to monitor the whereabouts of the sex offender for the duration of his or her presence on the school property or attendance at the K-12 school activity.

For the purposes of this subsection, a K-12 school activity is an activity sponsored by a school in which students in grades K-12 are the primary intended participants or for whom students in grades K-12 are the primary intended audience, included, but not limited to, school instructional time, after school care, after school tutoring, athletic events, field trips, school plays, or assemblies.

**ANY PERSON WHO KNOWINGLY VIOLATES THE ABOVE SHALL BE GUILTY OF A CLASS C FELONY.**

***PLEASE NOTE THAT THE CODE STIPULATES THAT THE LOCAL SCHOOL BOARD SHALL ADOPT A POLICY TO EFFECTUATE THIS SECTION OF THE CODE***

1. Parents/guardians are asked to plan a scheduled visit and arrive at the beginning of classes. The purpose of the visit is to observe. Therefore, parents/guardians should not interact with their child, other students, and/or at- tempt to have a conference with the teacher. The school may have a designated area in the classroom for visitors.

2. The principal and school administration will reserve the right to limit the number of visitors to a classroom. More than one visitor or a parent with other children could distract students and hinder the learning process. The principal must approve the visit and set the maximum time period for the visit.

3. Students on suspension from any school are not allowed on any MPS campus or to attend any MPS functions, and will be considered trespassing.

4. Students from other schools will be allowed on campus only with the permission of school
administration.

5. Parent/guardian conferences with the teacher and/or principal must be scheduled in advance and concluded in a timely manner.

   a. Mutual courtesy and respect should be shown during the conference. Visits may be prohibited at certain times such as: the first and last week of school, immediately before or after vacations and other breaks, and while standardized testing or other assessments are being conducted.

   b. Conferences can only be held with a parent/guardian. Parents/guardians may invite the participation of an attorney or other advocate; Please note that an attorney representing the school system may attend as well. The principal must be notified in advance if they are requesting that additional persons attend. The principal will have the final decision whether or not additional persons may attend conferences. If special accommodations are needed for a conference, call the school to make arrangements prior to the visit.

6. Disruptive Visitors — Montgomery Public Schools expects mutual respect, civility and orderly conduct from all individuals on school property or at school sponsored activities, no matter his or her status or the purpose of his or her presence. Any person who becomes physically or verbally disruptive on school property may be subject to criminal prosecution as well as termination of visiting privileges. Disruptive conduct includes, but is not limited to, using a raised voice, using profanity, uttering verbal or written threats or employing threatening gestures or otherwise engaging in an action deemed inappropriate by the building administrator. In the event a person visiting school property is deemed to be disruptive, the person will be instructed to leave school property and law enforcement may be called for assistance, if necessary. The superintendent may issue a no-trespass notice against any person who is deemed to have created a disruption while on school property or at a school-sponsored event. The no-trespass notice shall be in force until such time as the superintendent deems appropriate to lift that order.

7. All visitors’ cell phone calls should be completed prior to entering the building. All electronic devices should be turned off. Visitors should follow all school rules regarding telecommunication devices for students.

8. To maintain a safe and healthy school environment, MPS is requesting that all visitors adhere to a standard of dress that is appropriate and non-offensive. Clothing that has profanity, sexual content or any negative message displayed, reveals body parts, sleepwear, and/or underclothing will not be allowed. This guideline will apply on all MPS properties and at MPS sponsored events.

**Telecommunication Device**

*The cell phone/telecommunication device guidelines of the school coincide with MPS procedures, but in a more detailed and school specific form.*

**Confiscating, securing, and returning electronic devices**
Students are **NOT** permitted to use a cell phone or any electronic device in school unless prior authorization has been given by the building principal for instructional purposes only.

School officials accept no responsibility for safeguarding confiscated items or for loss or damage to confiscated property.

Fitzpatrick Elementary School’s procedures for confiscating, securing and returning devices are:

**First Offense:** Teacher will confiscate device (documenting student’s name, date and time confiscated, and description of device), store in a locked area of the classroom, and contact parent. The device may be returned to the student the same day if successful contact has been made with parent. Therefore, the length of time of confiscation will be based upon the teacher’s ability to contact parent.

**Second Offense:** Teacher will confiscate device and turn-in to principal or assistant principal. The receiving administrator will secure the device where the items will be logged in indicating student’s name, date and time confiscated, and description of device. The infraction will be upgraded to a Class B and a face-to-face parent conference is required before device will be returned.

**Third Offense:** An Out of School Suspension will be imposed, and the device will be returned the same day of suspension to the parent or student.

**Covid-19**

The safety of the students, faculty, and staff is a priority. We are asking that all students wear a mask throughout the school day and to practice social distancing.

Water fountains will not be used. Students are asked to bring water or bring a refillable water bottle.

**Dress Code**

Parents: The following is the dress code for Fitzpatrick Elementary. This dress code is more school specific however; it does not violate MPS’ dress code policy. You may use this link [www.mps.k12.al.us](http://www.mps.k12.al.us) to access MPS’ Student Dress Code.

**2021-2022 FITZPATRICK DRESS CODE**

To improve school safety and student behavior, we ask your assistance and cooperation with the following dress code procedure.

- Beige or navy walking shorts/pants (knee length)
- Khaki or navy skirt or jumper (knee length)
- White or navy shirts (with collar) polo type
- White long or short sleeve blouses or button down collar dress/oxford shirts
• Belts will be worn with any pants that have belt loops. Only one belt may be worn with attire. Standard belt buckles only (no oversized belt buckles).
• Shoes - Tennis shoes (no sandals, mules, slides, etc.)
• Socks must be worn but should not be a distraction.
• No hoop or dangling earrings larger than a quarter. No long necklaces, chains, or heavy medallions. No spikes.
• Hair should be clean and styled neatly.

Dress and appearance are expected not to cause disruption or present health/safety problems.

Uniforms will be worn Monday – Thursday of each week. Spirit shirts can be worn on Fridays.

The following may not be worn:
• Tight or revealing clothing such as biker shorts or midriff/halter tops, mini skirts
• Hats, sunglasses, picks, combs, headbands, or bandanas
• Clothing with inappropriate slogans or logos
• No sandals (unsafe for Physical Education)
• See through blouses or tank tops
• Sagging pants
• Red shoes or red clothing

The administrators shall make the final decision in determining appropriate school dress. Parents will be called to bring proper clothing as deemed necessary.

STUDENT DRESS CODE POLICY

Attire that is considered disruptive or that seriously distracts from the learning environment or that could present a health or safety problem is not appropriate in an educational setting. With this in mind, the following rules concerning dress and grooming are mandatory for all students attending Montgomery Public Schools.

All Montgomery Public Schools students are required to wear uniforms. Colors of uniforms (top and bottom) will be determined by each school. Only one belt may be worn with attire. Standard belt buckles only (no over-sized belt buckles).

Shorts, skirts and skorts must be no higher than knee length from the crease in the back of the knee. Slits in skirts and dresses must meet the knee length regulation. Students must wear shoes that cover their feet. Athletic shoes in the colors of white, black, or a combination of white and black are preferred. Each school may permit other colors of shoes as deemed appropriate. No bedroom slippers, flip flops, stilettos, slides, boots with chains, steel toes or other metal reinforcement, thigh high boots or athletic slides will be allowed.

On special occasions, principals may designate days when dress for students may be adjusted. Hats, caps, sweatbands, bandanna, visors, sunglasses and hoodies must be removed and placed in the locker or designated area and remain there during the school day (except for health and/or religious reasons, which must be approved in advance by the administration).

Students are not to wear jewelry, ornaments, or accessories which distract from the learning environment. Facial and or tongue jewelry is not allowed for males or females. For safety reasons, visual piercing jewelry is limited to ears only. Hoops larger than one inch will not
be allowed. Jewelry which includes long necklaces, accessories with spikes or chains, heavy medallions, removable dental grills, heavy bracelets and large finger rings will not be allowed.

Students must wear clothing that fits properly and is clean. Pants must be worn at the waist, and may not be sagging. Oversized or undersized clothing, including pants, skirts, blouses, dresses, pants, or shirts, will not be allowed. Pant legs must be uniform length and may not drag on the floor. No pajamas or sleepwear are allowed. Clothing may not be shredded or with open holes. No clothing shall be worn inside out. Suspenders/braces shall be fastened and belts buckled.

Students are not to wear clothing that reveals the body in an inappropriate manner. Examples include clothing which is too tight, too short and bare at the midriff. Undergarments must be worn in an appropriate manner and not be visible.

All students are expected to be well groomed and exhibit proper hygiene at all times in efforts to promote and maintain a clean and sanitary learning environment.

Tattoos, insignias, and buttons which promote alcohol, tobacco, drugs, vulgarities, violence, illegal activity, or are demeaning to other persons may not be worn at school.

Students shall not be permitted to wear clothing, accessories or regalia that conveys membership or affiliation with a “gang” or other similarly oriented group or association prone to violence or criminal acts.

Consequences:

First violation: Parent/guardian will be contacted and required to take corrective action. The parent will be asked to bring appropriate apparel/shoes to school

Second violation: Student will receive a one-day detention and/or in school suspension. The parent/guardian will be asked to bring appropriate apparel/shoes to school

Third or subsequent violations: will be upgraded to B10: Persistent/Willful Disobedience and consequences will be issued accordingly.

OPT-OUT PROVISION- If a sincerely held religious belief, disability or medical condition, financial hardship, or other special extenuating circumstance prevents a child from following the dress code policy, the parent/guardian shall seek an exemption from the Office of Student Support Services. The school principal may also give students permission not to wear uniforms for curricular and extracurricular purposes.
Change of Address or Phone Number--Parents are asked to inform the school office in writing of any change in address or phone numbers so that we have accurate, up-to-date information for all students in the event of an emergency.

Child Nutrition Program (CNP)

The Child Nutrition Program will be implementing the Community Eligibility Provision (CEP) for the school year 2021-2022.

What does this mean for you and your children attending Montgomery Public Schools? All enrolled students of Montgomery Public Schools are eligible to receive a healthy breakfast and lunch at NO CHARGE to your household for the 2021-2022 school year. No further action is required of you. Your child(ren) will be able to participate in these meal programs without having to pay a fee or submit a Free or Reduced meal application.

The school breakfast and lunch we serve follows the U.S. Department of Agriculture guidelines for healthy school meals. The Community Eligibility Provision cannot succeed without your support; please encourage your children to participate in the school meal programs.

Meal Pricing

<table>
<thead>
<tr>
<th></th>
<th>Breakfast</th>
<th>Lunch</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visitor Child</td>
<td>$2.00</td>
<td>$3.75</td>
</tr>
<tr>
<td>Adult Breakfast</td>
<td>$2.25</td>
<td>$4.50</td>
</tr>
<tr>
<td>Employee</td>
<td>$2.00</td>
<td>$4.25</td>
</tr>
</tbody>
</table>
“Students, we all care very much about your success here at Fitzpatrick Elementary School. We also care about making this a fun and exciting learning environment for you as well. It is our hope that you will learn to understand and comply with these rules. Before you get into trouble, please come see me or another adult. Let this year be the best year you have ever had at Fitzpatrick.”

<table>
<thead>
<tr>
<th>Expectations</th>
<th>Classroom</th>
<th>Hallway</th>
<th>Restroom</th>
<th>Lunchroom</th>
<th>Grounds</th>
</tr>
</thead>
</table>
| Respectful   | • Enter & exit quietly  
• Raise hand to speak or leave seat  
• Use inside voice  
• Be Kind | • Remain in line  
• Keep hands & feet to self  
• Keep your eyes in your stall  
• Wait your turn  
• Use quiet voices | • Wait your turn  
• Use quiet voice last 10 minutes  
• Chew with mouth close | • Dispose of all trash after eating | • Walk quietly when entering or exiting building  
• Use quiet voice  
• Comply with all directives given by adults |
| Responsible  | • Bring pencil, paper, and homework daily  
• Keep up with textbooks & personal belongings | • Follow directives  
• Report inappropriate activities  
• Keep restroom clean  
• Report maintenance issues | | | • Pick up litter  
• Report inappropriate activities  
• Leave promptly when exiting the campus |
| Reliable     | • Be on time  
• Complete all assignments  
• Help others when appropriate | • Exhibit positive behavior  
• Only go where you are instructed to go  
• Enter and exit in a timely manner  
• Flush toilet after each use.  
• Wash hands | • Use lunch time for eating only  
• Stay inside the lunchroom unless given permission to leave | | • Exhibit appropriate behavior  
• Report problems |

**Class A Behavioral Infractions**

**Classroom Management Plan**
Every teacher has a classroom management plan in accordance with the school-wide discipline plan to assist in managing his/her classroom. Teachers will make every effort to correct inappropriate behavior in positive ways. Teachers will implement the following consequences for correcting classroom violations or Class A offenses:
**Class A Offense: Procedures for Consequences**

<table>
<thead>
<tr>
<th>Offense</th>
<th>Consequences</th>
</tr>
</thead>
<tbody>
<tr>
<td>1&lt;sup&gt;st&lt;/sup&gt; Offense</td>
<td>Verbal Warning/Conduct check</td>
</tr>
<tr>
<td>2&lt;sup&gt;nd&lt;/sup&gt; Offense</td>
<td>Teacher-Student Conference</td>
</tr>
<tr>
<td>3&lt;sup&gt;rd&lt;/sup&gt; Offense</td>
<td>Contact Parent (telephone or written notice) / After-School Detention</td>
</tr>
<tr>
<td>4&lt;sup&gt;th&lt;/sup&gt; Offense</td>
<td>Parent Conference Required</td>
</tr>
<tr>
<td>5&lt;sup&gt;th&lt;/sup&gt; Offense</td>
<td>Refer to Counselor and begin RTI-Behavior process</td>
</tr>
<tr>
<td>6&lt;sup&gt;th&lt;/sup&gt; Offense</td>
<td>Office Referral--Class A Offenses upgraded to Class B or C Offense</td>
</tr>
</tbody>
</table>

*Please refer to Montgomery Public Schools 2021-202220 Student Conduct Manual for examples of Class A offenses. Consequences for all student misbehaviors will be implemented in accordance with the Student Conduct Manual.*

**Bullying**
Fitzpatrick Elementary School strives to provide a positive educational environment that prohibits any type of intimidation or bullying of students. Intimidation or bullying should be reported to any staff member, who must report the incident to a school administrator. The administrator will take prompt action to prevent future harm. Guidelines for conducting investigations will be followed and appropriate actions will be implemented to address and alleviate bullying behavior. Montgomery Public Schools has a Bullying /Harassment procedure that addresses this behavior *(See Student Anti-Bullying and Harassment Procedure of the MPS Student Conduct Manual).*

**Guidelines for conducting investigations**
1. Principal or designee will hold a conference with the reporting student to collect all information including names of other students. The reporting student will be asked to complete a Bullying Harassment Complaint Form *(see Montgomery Public School Student Conduct Manual 2021-2022).*

2. Principal or designee will conference with each student individually and have each to give a verbal and written description of the behavior.

3. Principal or designee will hold a group conference with all students ONLY if the reporting student feels comfortable to meet with the other students.

4. All parents will be notified of the allegation and a required group parent conference may be held with all the parents and students depending on the severity of the situation as part of the resolution. *(See guidelines/procedures for conferences on pages 9-10.)*

5. At no time, will non-custodial parents be permitted to speak with another student without the other student’s parent being present.

6. MPS Student Conduct Manual will be strictly enforced when implementing disciplinary actions.

**Delayed Openings/ Inclement Weather**--Remember to always check the radio or television to find out about school closings during inclement weather. Please do not drop off your child early on a delayed school opening day. Staff members will not be required to report to work until 30 minutes prior to the delayed opening time. The decision to delay school because of weather conditions also includes the safety and well being of staff members so no one will be available to supervise students.
In cases of advance warnings, parents will receive a call from MPS Messenger System notifying you of the current situation relative to closings and delays. However, your information must be accurate in the school’s database in order to receive the call.

**Emergency Drills**—Fire and inclement weather drills are conducted monthly during the school year. Escape plans are taught and reviewed by teachers and students. A detailed emergency plan exists in each classroom and the school is prepared for a variety of emergency situations. In case of an actual emergency, students will not be released from school until parents have been contacted.

**Field Trips**—Field trips are planned in conjunction with learning objectives. All students are expected to attend each field trip. It is hoped that all students will participate unless stated otherwise by parents or the administration. Some fieldtrips will be at cost to parent. The teacher, school, or sponsor in charge of arranging the activity cannot assume the cost of the trip. **Parents are asked to understand that payments submitted for field trips are non-refundable.** The school’s overall objective is to facilitate optimum learning experiences through educational field trips.

**Hall Passes**—Students are not permitted to leave the classroom unless they are accompanied by a teacher or have a HALL PASS from a teacher or administrator. No students are allowed in the building before or after school unless they are under the direct and personal supervision of an employee of the school. Students found in the hall will be returned to the teacher for a pass.

**Homework Procedures**—Teachers will assign homework to reinforce the skills taught in class. Please work with your child nightly to ensure he/she completes all assignments given. Please see your child’s teacher to discuss homework procedures.

**Make Up Work**—Make-up work shall be provided for any excused absence from a class or school. On the day of the student’s return to school, the student/guardian will arrange with the teacher a timeline for the make-up work to be completed. If the student fails to turn in the missed work by the deadline, the student will receive a zero for the missed work. If the absences are for more than five (5) consecutive days, a reasonable timeline will be established for submission of make-up work.

**Parties and Birthday Celebrations** Two parties will be held during the school year for the following holidays: Winter Celebration and Valentine’s Day. A student will not be required to participate if it conflicts with moral or religious convictions. Please let the teacher know so that alternative options can be arranged. **Classroom birthday parties are not permitted.** Any food or beverage that has sugar or high fructose corn syrup listed as the first ingredient **CANNOT** be served on the school premises until after the last scheduled class. Birthday treats are usually served at the end of the day or during snack time. **Parents must receive approval from the principal at least two days before activity.**

**PRINCIPAL’S AUTHORITY**

The principal is granted authority to modify the consequences for violating a rule indicated in the Student Conduct Manual by exercising good judgment in consideration of extenuating factors presented by school system employees, the student or the student’s parent or representative. Such factors may include, but are not limited to, the age of the student, the seriousness of the offense, the prior discipline record of the student, the degree of disruption to the educational process, and any other relevant factors. Repetitive instances of misconduct constitute a violation of Board Policy: Persistent/Willful Disobedience and will be handled according to consequences under the Student Conduct Manual. Consequences are applicable to all grade levels unless otherwise specified. The principal has the authority to develop an individual school cell phone procedure. **The principal also has the authority to prohibit outside food/drink, and any outside items that may be hazardous to**
others (i.e. aerosol sprays and perfumes). In an effort to quickly gain information about certain incidents involving or witnessed by students, MPS has the right to question and/or interview students outside of the presence of students’ parents and/or guardians. To the extent required by law or Board policy, parents will be notified of such interviews as soon as practicable.

Textbooks—are resources that are available for students’ use. Our teachers use a variety of resources to prepare your child for mastery of College and Career Ready Standards. Therefore, some classes may not use the adopted textbooks as part of your child’s learning experience.

However, state owned textbooks are furnished by Montgomery Public Schools. 

"...The parent, guardian, or other person having custody of a child to whom...textbooks are issued should be held liable for any loss, abuse, or damage in excess of that which would result from the normal use of such textbooks" (Excerpt from STATE TEXTBOOK LAW). Books that are issued must be cared for properly and covered with book covers furnished by the school. Students will be charged for books that are lost or damaged. It is very important for students to write their names on the book cover in the proper place so that books can be returned if found.

1. Books will not be issued unless student returns the Textbook Forms.
2. Textbooks will be checked at the end of each nine (9) weeks.
3. Students with missing books will be charged a lost textbook fee.
4. A fee sheet will be sent home with report cards.

Transfer and Withdrawal Procedures—
• Parent calls the school to inform them that the student will be leaving and to make an appointment for withdrawal.
• School notifies parent to immediately update all information in registration portal using link www.update.mps.k12.al.us. Parent may upload documentation or bring to the school appointment.
• Parent reports to school to sign withdrawal paperwork (MPS Transfer Withdrawal Notice)
• School designee confirms all necessary paperwork is in portal.
• School designee releases (unregisters) the student to receiving school.
• Receiving school will proceed with registering/enrolling student and make formal Records Request.

• Withdrawal for Non-Attendance: Students under age six (6), who accumulate more than 10 consecutive or 15 days total unexcused absences during a single semester may be withdrawn from school.

Taking and Posting Pictures- Parents/Guardians or Visitors should refrain from including other students in pictures that are taken at any school sponsored events (on or off-campus). Furthermore, Parents/Guardians or Visitors are prohibited from posting pictures of any other student on any non-MPS media platform.

Approval Absence Forms—All Prior Approval Absence Forms must be hand-delivered to the Office of Student Services or mailed via U.S. Postal Service within TWO (2) WEEKS PRIOR to the date requested. Faxed or emailed forms will not be accepted. Please be sure to have with you or include a copy, if mailed, a valid photo identification.
What is meningococcal disease?
Meningococcal disease is the leading cause of bacterial meningitis in children 2-18 years old in the United States. Meningococcal disease is caused by bacteria.

How is the disease transmitted and what are the risk factors?
The bacteria that cause meningococcal disease are very common. The disease is most common in children and people with certain medical conditions that affect their immune system. College freshmen living in dormitories are at an increased risk of getting the disease. The disease is spread through exchange of respiratory droplets or saliva with an infected person including kissing, coughing, sneezing, and sharing drinking glasses and eating utensils. In a few people, the bacteria overcome the body’s immune system and pass through the lining of the nose and throat into the blood stream where the cause meningitis. Meningitis is a term that describes inflammation of the tissues surrounding the brain and spinal cord.

What are the symptoms of the disease?
- Fever
- Headache
- Stiff neck
- Red rash
- Drowsiness
- Nausea and vomiting

Meningococcal vaccine: Who should get it and when?
MCV4, or the meningococcal vaccine, is recommended for all children 11-12 years of age and for unvaccinated adolescents at high school entry (15 years of age). High school seniors should also consider obtaining the vaccine prior to entering college, especially if they will reside in a dormitory. Please consult your physician or local health department for more information.

For more information on this and other vaccine recommendations go to: www.adph.org/immunization
What does it mean to be a Title I School?

• Being a Title I school means receiving federal funding (Title I dollars) to supplement the school’s existing programs. These dollars are used for...
  – Identifying students experiencing academic difficulties and providing timely assistance to help these students’ meet the State’s challenging content standards.
  – Purchasing supplemental staff/programs/materials/supplies
  – Conducting parental Involvement meetings/trainings/activities
  – Recruiting/Hiring/Retaining Highly Qualified Teachers

(Examples of Title I support in our school: Technology Teacher, computers, classroom supplies and materials, parent resources, teacher resources, and copier maintenance.)

• Being a Title I school also means parental involvement and parents’ rights.

What is the 1% set-aside and how are parents involved?

• Any LEA with a Title I Allocation exceeding $500,000 is required by law to set aside 1% of its Title I allocation for parental involvement.

• Of that 1%, 5% may be reserved at the LEA for system-wide initiatives related to parental involvement. The remaining 95% must be allocated to all Title I schools in the LEA. Therefore, each Title I school receives its portion of the 95% to implement school-level parental involvement.

• You, as Title I parents, have the right to be involved in how this money is spent.

• The LEA Title I Plan addresses how the LEA will use Title I funds throughout the school system. Topics include:
  – Student academic assessments
  – Additional assistance provided struggling students
  – Coordination and integration of federal funds and programs
  – School programs including homeless, migrant, pre-school, school choice, supplemental educational services, neglected and delinquent as applicable.
  – Parental Involvement Strategies, including the LEA Parental Involvement Plan

• You, as Title I Parents, have the right to be involved in the development of the LEA Title I Plan.
What is the LEA Parental Involvement Plan?

- This plan addresses how the LEA will implement the parental involvement requirements of the No Child Left Behind Act of 2001. It includes…
  - The LEA’s expectations for parents
  - How the LEA will involve parents in decision-making?
  - How the LEA will work to build the schools’ and parents’ capacity for strong parental involvement to improve student academic achievement

- You, as Title I parents, have the right to be involved in the development of this plan.

What is a CIP?

- The CIP is your school’s Continuous Improvement Plan and includes:
  - A Needs Assessment and Summary of Data
  - Goals and Strategies to Address Academic Needs of Students
  - Professional Development Needs
  - Coordination of Resources/Comprehensive Budget
  - The School’s Parental Involvement Plan

- You, as Title I parents, have the right to be involved in the development of this plan.

What’s included in the school’s Parental Involvement Plan?

- This plan addresses how the school will implement the parental involvement requirements of the No Child Left Behind Act of 2001. Components include…
  - How parents can be involved in decision-making and activities
  - How parental involvement funds are being used
  - How information and training will be provided to parents
  - How the school will build capacity in parents and staff for strong parental involvement

- You, as Title I parents, have the right to be involved in the development of your school’s Parental Involvement Plan.

- The compact is a commitment from the school, the parent, and the student to share in the responsibility for improved academic achievement.

- You, as Title I Parents, have the right to be involved in the development of the School-Parent Compact.
- Distribution of the Compact.
- You, as Title I Parents, have the right to request the qualifications of your child’s teachers.
- How you are notified of this right and the process for making such request.
How will I be notified if my child is taught by a teacher who is not Highly Qualified?

All Title I schools must disseminate a blanket statement via Montgomery Public Schools that any parent can request information about any teacher of their child. Under federal law, parents have the right to know the status of the teacher or paraprofessional teaching their child.

At the beginning of the school year, The Parents Right to Know letter is sent to every student in the Title I school within the district to give parents the opportunity to be notified by the central office of their right to request information about the qualifications of their child’s teachers and paraprofessionals, to include: Whether a teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.

How is the evaluation of the LEA Parental Involvement Plan Conducted?

- Evaluation Requirements
  - Conduct annually
  - Conduct with Title I parents
  - Analyze Content and Effectiveness of the current plan
  - Identify Barriers to parental involvement
  - Data/Input may include…
    - Parent Survey (Required)
    - Focus Groups
    - Parent Advisory Committees
- Process and Timeline
- How the evaluation informs next year’s plan?

Title I – MPS Contacts

Title I Parental Involvement Coordinator
334-241-5361

Fitzpatrick Elementary School Counselor and Parent Liaison
334-284-8044
Fitzpatrick Elementary School
Title I School-Parent Compact

Fitzpatrick Elementary School’s administration, faculty, staff, and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the No Child Left Behind Act of 2001 (participating children), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State’s high standards.

This school-parent compact is in effect during school year 2021-2022.

School Responsibilities

Fitzpatrick Elementary School will:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State’s student academic achievement standards as follows:

   In education, teacher expertise is the most important factor in student achievement. Webster defines education as the process of educating or teaching. Educate is further defined as "to develop the knowledge, skill, or character of..." Thus, from these definitions, we might assume that the purpose of education is to develop the knowledge, skill, or character of students. At Fitzpatrick, we may not all agree with the assumption of the definition of education, however, in order to improve the school, we must all be in agreement about the “core beliefs” of our institution.

   What are our beliefs?
   - Every student, everyday, is entitled to quality teaching instruction.
   - Differentiated teaching enhances the potential to learn.
   - An effective school is comprised of students, parents, faculty, staff, and administrators working as a team.
   - Character education is an integral part of the instructional program.
   - The school’s environment should foster mutual respect.

2. Hold parent-teacher conferences (at least annually in elementary schools) during which this compact will be discussed as it relates to the individual child’s achievement.

   Specifically, those conferences will be held: The school agrees to host a New Student Orientation, Open-House, and Report Card Conference Day annually.

3. Provide parents with frequent reports on their children’s progress.

   All students at Fitzpatrick Elementary School will receive progress reports and signed-papers every two weeks. Furthermore, a report card will be issued quarterly. Lastly, all parents will be informed of their ability to gain access to their child’s academic records through use of STI Home Reporting System.

4. Provide parents reasonable access to staff.

   Home and school-everyone shares the goal of helping children learn and feel successful. Therefore, conferences will be schedule between teachers and parents on Tuesday, Wednesday, and Thursday before school, afterschool, or during teacher’s planning periods.
5. **Provide parents opportunities to volunteer and participate in their child’s class, and to observe classroom activities, as follows:** At Fitzpatrick, volunteerism can take many forms depending on your time and preference. Volunteers will be used as needed to help students practice their reading or math skills; to help teachers gather and manage materials for lessons and projects; to help supervise the class on a field trip or during an assembly. Volunteer assistance will also be used during after school hours—with PTA refreshments, or to serve as on school committees.

_____________________________  ________________________
Teacher Signature              Date

**Parent Responsibilities**

**We, as parents, will support our children’s learning in the following ways:**

- Maintain and foster high standards of academic achievement and positive behavior.
- Ensure that my child has materials and supplies needed for classes and activities.
- Make certain that my child’s attendance at school is regular and punctual (to all classes). When my child is absent from school, I will always submit a letter when he/she returns to school.
- Adhere to the system and school dress codes.
- Support school officials in maintaining a safe and orderly school environment, free of disruptions, which interfere with the learning and teaching.
- Teach my child to resolve conflicts in positive ways in school and in the community.
- Encourage my child to do his/her best and to complete his/her seatwork and homework on time.
- Provide my child with an appropriate place to study and monitor homework completion.
- Spend at least 30 minutes each night listening or reading with my child.
- Monitor my child’s academic progress and request assistance when needed.
- Attend and request parent conferences, workshops, school functions and activities, and volunteer at the school.
- Keep the school informed of changes of addresses and telephone numbers (home and work) and other important information.

_____________________________  ________________________
Parent Signature              Date

**Student Responsibilities**

**We, as students, will share the responsibility to improve our academic achievement and achieve the State’s high standards. Specifically, we will:**

- Believe that we can learn and will learn.
- Attend school regularly and on time.
- Do my best in class and complete all schoolwork and homework on time.
- Respect private, public, and school property.
- Obey school rules and show self control in school, on school property, on the school bus, walking to and from school, and at school activities.
- Follow the system and school dress code.
- Help to keep my school safe and report any questionable incidents.
- Show respect and cooperate with other students and adults.
- Work to resolve conflicts in positive, nonviolent ways.
- Show my parent/guardian all written communication from the school. Return all pertinent information required from the school.

_____________________________  ________________________
Student Signature              Date
**Fitzpatrick Elementary School**  
**Title I Parent Notification Form 2021-2022**

**Continuous Improvement Plan (CIP) You**, as Title I parents, have the right to be involved in the development of this plan.

- Yes, I would like to be involved in the development of the CIP.
- No, I would not like to be involved in the development of the CIP.

Upon approval, the CIP will be available on the school’s website as well as in the main office. Additionally, a summary of the plan will be sent home by each student.

**Parental Involvement Plan**— You, as Title I parents, have the right to be involved in the development of your school’s Parental Involvement Plan and School-Parent Compact.

- Yes, I would like to be involved in the development of the Parental Involvement Plan.
- No, I would not like to be involved in the development of the Parental Involvement Plan.

- Yes, I would like to be involved in the development of the School-Parent Compact.
- No, I would not like to be involved in the development of the School-Parent Compact.

**Annual Parent Meeting**

- Evening Meeting: TBA
- Morning Meeting: TBA

**Parent meetings and trainings**

September, November, January, March, and May --- *Dates and time will be announced later!*

If you answered yes to any of the plans above, please detach this form and return it to your child’s homeroom teacher.

Parent’s Name: ____________________________________________

Student’s Name: ____________________________ Homeroom Teacher: ______________

Contact Information: (home, cell, work) ____________________________________________

______________________________________________________________________________