



ACADEMY
IMAGINE. INVESTIGATE. INNOVATE.

Elementary Orientation Packet 2022-2023



Mission

Our mission is to empower learners to become agents of change who solve the problems they see in their world.

Vision

We envision a world in which all learners are equipped to excel in a global society.



i3 Families,

Welcome to the i3 community! We are ready for year three, and I am thrilled to embark on this educational journey with your family. I understand the gravity of entrusting your child to our teachers and staff and appreciate your confidence in our ability to deliver results. Our team is prepared to launch a world-class educational experience where your child will thrive socially, emotionally, and academically.

To our elementary families, we can't wait to see you on our Woodlawn campus again. We are excited to welcome Dr. TaShara King as our new elementary school principal. She has a strong background in leadership, and we know she will help our students to soar.

We look forward to establishing a PTO this year, and we hope you will get involved. Relationships are number one on our campus, and this is the next step in that process.

As head of school, I am honored to lead a distinguished cohort of dynamic, dedicated, and talented educators. We have added new members to our team this year, and we can't wait for you to meet them. As experts in their fields, they will develop strong foundations in reading and math and facilitate project-based, STEAM-focused, and emotionally-conscious curricula.

COVID-19 is part of our society's new normal. We must continue our effort to keep students and faculty safe. At this time, we are still a mask-friendly campus. If numbers in our community rise, that may change. Please stay vigilant in regards to any symptoms your students may have, and contact our nurses if you have any questions. We appreciate your continued support as we keep our community safe and our doors open.

From every angle, we are leaning into our mission to empower learners to become agents of change who solve the problems they see in their world. As a member of this community, you are now a partner in this mission. I look forward to the opportunity to work alongside you as we imagine, investigate, and innovate together.

Sincerely,

Martin A. Nalls, EdD
Head of School
I³ Academy



This orientation packet is designed to give families an overview of information needed for the first few weeks of school. Any changes to the information presented in this packet will be sent via email. The newest information takes precedence over this document.

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General Information

Address: 230 49th St. N.
 Birmingham, AL 35212

Regular School Hours: 8 a.m.- 3 p.m.

Phone number (English): 205-403-5777

Phone number (Spanish): 205-403-5754

Contact Information

For initial questions or issues, please contact your child's teacher. If you need additional support, please contact one of the following staff members:

General Questions	info@i3academy.org	
Principal	tking@i3academy.org	Dr. TaShara King
Academic Questions	dferniany@i3academy.org	Dr. Dylan Ferniany, Chief Academic Officer
Operations (Meals, facilities, transportation, uniforms, etc.)	mrobinson@i3academy.org	Mauri Robinson, Operations Manager
Attendance, Buses, Family Engagement Success Program	cbouyer@i3academy.org	Christopher Bouyer, Social Worker
Social-emotional Learning	bgarrett@i3academy.org	Bo Garrett, Director of Student Affairs
Nurse, Reporting COVID-19 Case or Possible COVID-19 Case	sebersold@i3academy.org Phone: 205.403.5738	Sara Ebersold, Nurse
Technology Questions	kwright@i3academy.org	Krystal Wright Technology Integration Specialist
Counselling Questions	kcrane@i3academy.org	Keisha Crane-Ziegler, Counselor
Special Populations (ExEd, Gifted, 504 Plans, etc); Testing	srich@i3academy.org	Susie Rich, Student Supports and Testing Coordinator



General Reminders

- All items that enter the school building (school bags, lunch boxes, pullovers, and masks) should be labeled with the student's first and last name. A name tag can be created out of masking or Scotch tape and written on with a sharpie.
- The first two days of school are Preview Days. Students will attend from 8 a.m. to 1 p.m.
- Doors open at 7:30 a.m. Students must be present and in the classroom by 8:00 a.m., otherwise they are considered tardy. Any students that arrive after 8:00 a.m. will need to be checked in by parent or guardian.

Attendance

- If your child is sick and unable to attend classes, parents should notify the teacher via email or phone call.
- After a series of unexcused absences or missing assignments, students will be referred to our counselor Keisha Crane-Ziegler and social worker, Chris Bouyer. Our student support team will partner with families to reduce attendance barriers

***Please refer to the ladder of interventions regarding the school's absence policy:**

1. After two (2) unexcused absences the teacher/ school will contact the parent by phone, email or in person and remind them of the school's attendance policy. The teacher/school will document the contact with parent.

After three (3) unexcused absences the school social work will contact the parent reminding them of the school's attendance policy and intervene to provide support if necessary. A second (2nd) notice will be sent containing the attendance policy and the number of days missed to the parent/guardian.

***Notices will be mailed to the address listed in records.**

3. If the student accumulates more than five (5) unexcused absences a referral will be made to the school social worker. The school social worker will contact the parent and collaborate with the administrative team. The student will place on attendance probation.
4. If the student continues to accumulate absences, a meeting will be scheduled with a I3 Academy administrator and the social worker to determine the student's continued enrollment at I3 Academy.
5. A student can be withdrawn from school if they accumulate more than ten (10) consecutive, unexcused absences for the year. If the student continues to accumulate absences of ten (10) or more they can be withdrawn. I3 Academy's social worker will indicate to administrators which students have not improved.



Dress Code Policy

- If your child does not have a uniform the first few days and weeks of school, he/she may wear a navy polo shirt or I³ Academy t-shirt with khaki pants or shorts.
- Masks worn by students should not have any religious, political, or obscene wording or graphics on them.

While attending school, all students must be in uniform daily. Students will not be allowed to begin their academic day until they have the proper uniform, including shoes. If a child is out of uniform, parents will be contacted and required to bring the necessary items before students are admitted to class. Uniforms must be neat and clean. Students should also practice good hygiene. Coats, jackets and other over-garments, which are not part of the school uniform, must be stored in an assigned location. Coats and jackets cannot be worn in the building. The uniform requirements are listed below.

	BOYS	GIRLS
Tops	Navy Knit Polo Style Shirt w/i3 logo <ul style="list-style-type: none"> • Must have collar • Must have sleeves (short or long) • No insignias (logos) other than i3 Academy logo • Navy pullover with i3 Academy logo 	Navy Knit Polo Style Shirt w/i3 logo <ul style="list-style-type: none"> • Must have collar • Must have sleeves (short or long) • No insignias (logos) other than i3 Academy logo • Navy pullover with i3 Academy logo
Bottoms	Khaki pants, khaki shorts (not to exceed 1 inch above the knee) (Tan/beige color ONLY)	Khaki pants (Tan/beige color ONLY) Khaki skirts, khaki shorts, khaki jumper (not to exceed 1 inch above the knee) (Tan/beige color ONLY)
Footwear	Tennis shoes preferred <ul style="list-style-type: none"> • No Crocs, no slides, no house shoes, no slippers, no open toe or any other shoe that cannot be worn during recess, playtime, and/or wellness. 	Tennis shoes preferred <ul style="list-style-type: none"> • No Crocs, no slides, no house shoes, no slippers, no open toe or any other shoe that cannot be worn during recess, playtime, and/or wellness.
Accessories	Belt All accessories should be consistent with the spirit of the uniform policy. Head coverings are only allowed for religious reasons inside of the school building.	Belt All accessories should be consistent with the spirit of the uniform policy. Head coverings are only allowed for religious reasons inside of the school building.
Other	When approved by the administration, select clothing may be allowed on particular school days. Professional dress will be requested or required for select events including project presentations.	

i3 ACADEMY EXPECTATIONS

At i3 Academy, all members of our community hold a commitment to SOAR: Be Safe, Be On Task, Go Above & Beyond, and Be Respectful. SOARing at i3 Academy supplements our SEL curriculum and is a positive behavioral framework that is designed to extend beyond the school setting for our agents of change. Each school year will start with a kick-off assembly to establish expectations school-wide with a pledge signed by all staff and students. Students explicitly learn these expectations during daily circle/ advisory times that are designed to address academic, behavioral, and social needs across any setting. Staff continuously implement expectations and provide students opportunities to practice what they see and facilitate success"

We SOAR Together

	<p>At i3 We SOAR</p>
<p>S</p>	<p>SAFE</p>
<p>O</p>	<p>ON TASK</p>
<p>A</p>	<p>ABOVE & BEYOND</p>
<p>R</p>	<p>RESPECTFUL</p>



ACADEMY

IMAGINE. INVESTIGATE. INNOVATE.

I3 Academy 2022-2023 Calendar

July 2022							August 2022							September 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2	1	2	3	4	5	6	1	2	3					
3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10
10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
24	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29	30	
31																				

October 2022							November 2022							December 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1			1	2	3	4	5					1	2	3
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31
30	31																			

January 2023							February 2023							March 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25
29	30	31					26	27	28					26	27	28	29	30	31	

April 2023							May 2023							June 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1		1	2	3	4	5	6					1	2	3
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	
30																				

Fall 2022	Spring 2023
July 18-20 New Teacher Orientation July 21-22 Teacher Professional Development July 25-27 Teacher Work Days July 28 First Day for Students *Preview Sept 2 Teacher Professional Development Sept 5 Labor Day Holiday Oct 10-14 Fall Break Oct 28 Parent Conferences (No Students) November 11 Veterans Day Nov 21-25 Thanksgiving Break	Dec 19-Jan 6 Holiday Break January 9 Teacher Work Day January 16 Martin Luther King Day February 17 Teacher Professional Development February 20 Presidents Day March 20-31 Spring Break April 21 No school May 26-29 Memorial Day Holiday June 8 Last Day for Students June 9 Last Day for Teachers (1/2 Day) June 19 Juneteenth Holiday

Key

 School Closed	 Preview Days & Last Day of School	 Conferences
 Work Day (No Students)	 Professional Development	 New Teacher Orientation
 End of Quarter	 Halfway Days	

Board Approved 2/10/22 180 Student Days 190 Teacher Days (193-New Teacher)



COVID-19

- **If your child is showing symptoms of COVID-19 (new cough, loss of taste or smell, fever 100 degrees or higher, etc), it is extremely important that he/she does not come to school.**
- If your child is experiencing COVID-19 symptoms, contact your health care provider first, then contact your school nurse.
- If a student tests positive, contact the school nurse.
- It is possible that a student or teacher in your child's class could test positive for COVID-19. In the event of a suspected or confirmed case, your child's class may be asked to self-isolate. You will receive specific instructions from your student's teacher and the school nurse.
- Please prepare a back-up plan for childcare in the event that your child is asked to self-isolate.
- If your child is required to self-isolate for any reason, he/she will **immediately transition to a remote learning format**. Your child's teacher will follow up with you if this is the case.
- If your child is exposed to a positive COVID-19 case outside of school, please contact your child's teacher **and** the school nurse as soon as possible:
 - I3 Elementary School: Sara Ebersold - sebersold@i3academy.org
 - I3 Middle School- Tanya Kendrick- tkendrick@i3academy.org

Rule of thumb: When in doubt, don't! We are still in this TOGETHER!

Arrival Procedures

By Car:

- Wait in the car line until a staff member approaches.

Please say “good-bye” to your child when he/she exits the car.

By Bus:

- Take your child to your family’s designated bus hub.
- Do not leave the hub until your child is on the bus.

Departure Procedures

By Car:

- Hang your car number from your rearview mirror where the number can be read clearly.
- Enter the carpool line from the 49th street side of the school.
- Remain in your car at all times during carpool.
- The carpool leader will radio to your child/children's classrooms to send your child out to the carpool line.
- A staff member will assist your child as he/she gets in the car.
- If necessary, pull up to a safe place once you're out of the carpool line and assist your child in buckling his/her car seat or seat belt.

By Bus: (additional information will be sent via email)

- Students will be called as buses arrive on campus.
- A staff member will assist students as they make their way to the bus.
- Students will be dropped off at the bus hub.
- Parent or guardian should be at the bus hub to receive the student upon arrival.

Before and After-School Care

Before-school care details and fees are still being worked out. Students without any other after-school care options will receive priority on the after-school care list.

The target date to begin after-school care is September 8th. I³ Academy will charge a weekly fee that must be paid the week in advance prior to attendance. Payment details will be shared with families. After-care will be for K- 5 students only and held on Monday-Thursday.

Meals

Breakfast

- Breakfast will be served in the gym from . After 7:30, breakfast will shift to “grab n’ go” style from the Learning Commons.
- Once the meal is finished, the student should clean his/her area, including all trash and place it in the trash bin.
- After eating, students should put their masks back on using ear loops.

Lunch

- Lunch will be eaten in the classroom.
- If bringing food from home, parents should pack items that the student can open independently.

Payment information:

- All students will eat lunch for free to due to the US Department of Agriculture extending waivers for students to eat free during the 2021-2022 school year.

Counseling

Mission statement:

Advocate for the overall development of the child, which includes the academic, social and career aspects of our program to promote a collaborative relationship with parents, students, community and faculty.

Counselor meets with students to:

- Listen
- Problem-solve issues of concern
- Provide support when dealing with personal problems
- Create a plan for academic success
- Explore career awareness

Counselor meets with parents/ guardians to:

- Provide support for parents seeking help
- Provide information regarding available community resources
- Share information about their child within the boundaries of the counselor's professional ethics
- Review student academic performance

Common Concerns Discussed with the Counselor

- *"I'm having trouble with an adult."*
- *"I just need to talk to someone."*
- *"My best friend hates me and now everyone is against me."*
- *"My homework isn't done because of something that happened at home."*
- *"Something happened to me, and I need to tell someone."*
- *"One of my parents left last night, and I don't feel very good."*
- *"I don't have anyone to play with."*





Counseling

Counselor may meet with students about...

<ul style="list-style-type: none">• Behavior issues	<ul style="list-style-type: none">• Promotion/Retention
<ul style="list-style-type: none">• Problems with grades	<ul style="list-style-type: none">• Healthy peer relationships
<ul style="list-style-type: none">• Missing too many school days	<ul style="list-style-type: none">• Helping with transitions

Confidentiality

All information shared during counseling sessions are confidential unless a student tells us that:

1. He/she is planning to harm him/herself or others,
2. He/she knows of someone planning to harm themselves or someone else, or
3. He/she is the victim of abuse or neglect.

In these situations, we are required by law to report this information to parents and/or the appropriate agencies.

**If you or your child needs assistance, please contact the counselor
Keisha Crane-Zeigler at kzeigler@i3academy.org**





Special Education Resources

Child Find

It is the responsibility of i3 Academy to develop and implement procedures that ensure all children within its jurisdiction, birth to twenty-one, regardless of the severity of their disability and who needs special education and related services are identified, located, and evaluated.

Teachers, parents, physicians, therapists, etc. who have concerns with a student's developmental or academic progress can request a "Referral" to the school system to determine if the student needs specialized instruction.

To make a referral, please speak with your child's teacher, contact the school counselor, or call Susie Rich, special education coordinator, at 205-403-5777.

You can also use the following statewide toll-free numbers below:

1-800-392-8020- (Ages 3-21)

1-800-543-3098 - (Birth-2)

1-800-548-2546 - (TTY)

Special Education Services

i3 Academy provides special programs for disabled children in accordance with the Individuals with Disabilities Education Act or IDEA. i3 Academy provides appropriate educational and related services to all disabled students enrolled in our schools.

If you are the parent of a child with disabilities who is not receiving services, contact Susie Rich, Special Education Coordinator, at 205-403-5777.



Special Education Resources

Gifted Services

Gifted students are those who perform at or who have demonstrated the potential to perform at high levels in academic or creative fields when compared to others of their age, experience, or environment. These students require services not ordinarily provided by the regular school program. Students possessing these abilities can be found in all populations, across all economic strata, and in all areas of human endeavor.

Teachers, counselors, administrators, parents or guardians, peers, self, or any other individuals with knowledge of the student's abilities may refer a student. Additionally, all second-grade students will be observed as potential gifted referrals using a gifted behavior checklist.

For each student referred, information is gathered in the areas of Aptitude, Characteristics, and Performance. The information is entered on a matrix where points are assigned according to established criteria. The total number of points earned determines if the student qualifies for gifted services.

To make a referral, contact the school counselor or Kornelia McDaniel at kmcdaniel@i3academy.org.



ENGLISH LEARNER/L/MULTILINGUAL LEARNER

i3 Academy is proud of the cultural and linguistic diversity at our school. We value our EL students' and their families' contributions to our school community. According to research, it takes the average EL from one to three years to acquire the social language that is needed to function on a daily basis. However, it takes approximately five to seven years to acquire the language skills necessary to function in an academic setting.

Working with each student's regular classroom teacher(s), i3 Academy's EL Coordinator helps to provide students with the English language skills necessary for success. These may include support in comprehension, speaking, reading, writing, study skills, and content vocabulary.

All students new to i3 Academy must complete a Home Language Survey (HLS) as a part of the registration process. If the HLS shows a language, other than English, is spoken in the home; students will be administered a screener to determine if a student qualifies for EL services. Parents are then notified of the screening results and have the right to accept or deny EL services for their child. Each year, EL students will take the ACCESS test to determine progress in English language acquisition. Once a student scores a cumulative 4.8 or higher on the ACCESS, the student exits the EL program. EL teachers will monitor the progress of exited students for an additional four years.

For more information on i3 Academy's EL program please contact Kendall Salter at ksalter@i3academy.org.

SECTION 504

What is Section 504?

Section 504 is Civil Rights legislation for persons with disabilities. The intent is to prevent discrimination based on disability.

Who is disabled under 504?

(1) A “disabled person” means any person who (i) has a physical or mental impairment which substantially limits one or more major life activities, (ii) has a record of such an impairment, or (iii) is regarded as having such an impairment.

What is substantial limitation?

Substantial limitation is 1) The inability to perform a major life activity that the average person in the general population can perform, or 2) Significantly restricted as to the condition, manner or duration under which an individual can perform a particular major life activity as compared to the condition, manner or duration under which the average person in the general population can perform the same major life activity.

What are major life activities?

“Major life activities” are functions such as caring for one’s self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working.

For more information, contact you child’s counselor or Susie Rich, 504 Coordinator at 205-403-5777 or srich@i3academy.org.

Technology Agreements

Please click the links below to view our usage agreements and policies. You will be expected to be familiar with these documents prior to device pick-up. Before checking out a device you must acknowledge all documents in writing.

- [Student/Parent Technology Use Agreement](#)
- [Device Check-Out Liability Agreement](#)
- [Student Images and Online Publication Form \(Media Release\)](#)



Devices

- Your child will be assigned an iPad, headphones, charger, and keyboard at the beginning of the year.
- The iPad will stay at school every day unless the child's teacher says otherwise.
- If you need assistance or have an issue with the device, please submit a request at the [Help Desk](#) and the Technology Department will be notified immediately.
 - You can only submit this request using your child's email address.
 - To ensure a short response time, please fill out the form in its entirety.

Technology: Learning Platforms

Clever (All Grade Levels)

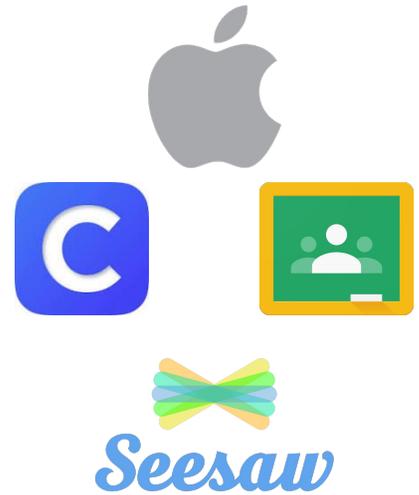
[What is Clever?](#)

This article includes:

- Background information about Clever
- How to log your child into Clever
- What to do if you have a problem with Clever
- Is Clever safe for my child?

[Clever Portal Login Information](#)

[Clever Badge](#)



Seesaw (Grades K-1)

[How to Sign Up for the Family Portal](#)

Learn how to sign up for a family account and link your child/children to your account

Google Classroom (Grades 2-5)

[How to Join a Google Classroom](#)

Standards Based Grading Platforms

Teaching Strategies Gold (Grades K-1)

JumpRope (Grades 2-5)

Information regarding these platforms will be shared by your child's teacher during Open House.

If you or your child needs technology assistance, please contact your child's teacher or submit a request via the [Help Desk](#).



Curricula & Instruction

Teachers will follow the Alabama College and Career Readiness Standards (ACCRS) for all subjects. The curricula described below will be utilized in all learning formats.

English Language Arts: The I³ Academy literacy curriculum is *Collaborative Literacy*, a resource from the Center for the Collaborative Classroom. Collaborative Literacy is a comprehensive system of literacy instruction that fosters love of literacy and allows learners to become lifelong readers and writers. At I³ Academy, we utilize the whole Collaborative Literacy suite in order for each resource to be most effective.

Math: I³ Academy is adopting the most recent update of the Investigations math curriculum. Investigations teaches critical thinking and problem-solving so that students truly understand math concepts.

Social Studies and Science: Teachers will use a project-based approach to teaching the science and social studies standards.

Response-to-Intervention (RTI) is a multi-tier approach to the early identifications and support of students with learning and behavior needs. Core principles of RTI:

- Strong language/literacy, math and social emotional learning skills
- High-quality instructions to meet the learning needs of all students
- Universal screenings given to all students to inform differentiation and intervention



Social-Emotional Learning

At I³ Academy, social-emotional learning (SEL) will support all students. Dedicated time during the school day will be set aside for students to receive instruction in SEL. SEL provides instruction on skills for learning empathy, emotional management, self-management, self-awareness, friendship skills and problem solving.

Caring School Community is produced by the Center for Collaborative Classroom, and it was adopted in conjunction with the Collaborative Literacy program. The social-emotional learning (SEL) program is research-based and aligned to standards set by the **Collaborative for Academic, Social, and Emotional Learning (CASEL)**.

Enrichment

Students will have the opportunity to participate in art, Spanish, and Makerspace. Enrichment teachers will rotate between classrooms and limit supply sharing. The enrichment teachers will stay with their classes for a full trimester.

Recess and Wellness

I³ Academy students will take part in daily Wellness classes (traditionally called Physical Education). **Wellness class will be 30 minutes every day.** Our Wellness program for grades K-5 will focus on physical literacy by emphasizing the introduction and refinement of fundamental motor skills, foundational sport skills and modified games. Students are introduced to the concept that physical activity is an essential component of physical literacy and are encouraged to develop a sense of responsibility in making lifestyle choices. Health-related fitness content is introduced and integrated into Wellness lessons to emphasize the importance of physical activity for social, mental, and physical health, all of which contribute to wellness for a lifetime.

The curriculum for I³ Academy Wellness classes will be based on the Alabama State Course of Study (COS). The AL COS 5 anchor standards are:

- Movement and performance,
- Movement concepts,
- Personal and Social behavior,
- Physical activity and Fitness, and
- Value of Physical Activity

Although it is not specifically articulated in the standards, the mind-body connection, which contributes greatly to a well-rounded education, is a core concept in everything taught in Wellness class.

I³ Academy students will have 20 minutes of recess time each day.