



Pasadena Fundamental Elementary

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School website: <http://www.pasadena-es.pinellas.k12.fl.us>

District website: www.pcsb.org

Moody's Message to Families

1/6/19

Vision

The vision of Pasadena Fundamental Elementary is 100% student success.

Mission

The mission of Pasadena Fundamental Elementary is to create a safe, fundamental learning environment where faculty, staff, parents, and community work in partnership to foster highest student achievement.

Winter Break

The last day of Winter Break is January 7th. School reopens for students on Tuesday, January 8, 2019.

SAC Meeting

January 8, 2018 4:30 p.m. (Pasadena Media Center)

The SAC is open to all members of our school community; however, meeting credit is only provided to SAC members.

PTA Meeting

January 15th at Boca Ciega High School 7:00 p.m. The attendance/sign-in cards will be removed at 7:15 p.m.

PTA Updates

The PTA Astro Skate Party has been rescheduled for 3:30-5:30 p.m. on Thursday, January 10, 2019. Students that have already paid do not have to pay again. We will use the same permission slip and change the date. There will be an opportunity for others to purchase a ticket before school in car line on Tuesday, January 8th – Thursday, January 10th. Email suz1823@gmail.com if you have questions.

Volunteers Needed: If anyone is interested in being on the PTA Nomination Committee or the PTA Financial Audit Committee to please contact Michael Craig at president.pasadenapta@gmail.com.

Attendance Reminders

ABSENCES

Notify school personnel of your student's absence prior to the end of the school day of the absence, if possible and provide written, or email notification within 48 hours of the student's return to school. Otherwise, the absence will be unexcused. The note, or email must explain the reason for the absence and the date(s). This may be done in writing or via email by clicking on the "Report Student Absence" link on the top of our website. (<https://www.pcsb.org/pasadena-es>) or send an email to PasadenaFund.absences@pcsb.org. Students who have been absent five (5) days or more in a grading period may be required to bring in a doctor's note for each absence. A student absent for 5 continuous days **without any written notice (or emails) or principal's knowledge and/or a pattern of absences** will be referred to the Child Study team and reported to the State Attorney's Office.

REASONS WHY AN ABSENCE, A TARDY OR AN EARLY SIGN OUT WILL BE EXCUSED

An absence, a tardy or early sign out will be excused if caused by one of the following reasons:

- The student is ill or injured.
- There is a major illness in the student's immediate family (this means parents, brothers, sisters, grandparents, or others living in the home).
- There is a death in the immediate family.
- The student attends religious instruction or there is a religious holiday in the student's own faith.
- The student is required by summons, subpoena or court order to appear in court. A copy of the subpoena or court order must be given to the principal.
- Special event. Examples of special events include important public functions, conferences, state/national competitions, as well as exceptional cases of family need. The student must get permission from the principal at least five days prior to the absence.
- The student has a scheduled medical or dental appointment.

- Students having, or suspected of having, a communicable disease or infestation which can be transmitted are to be excluded from school and are not allowed to return to school until they no longer present a health hazard (F.S. 1003.22). Examples of communicable diseases and infestations include, but are not limited to, fleas, head lice, ringworm, impetigo and scabies. Students are allowed a maximum of three (3) excused days for each infestation of head lice unless extended by principal.

UNEXCUSED ABSENCES

Any absence which does not meet the criteria of an excused absence is an unexcused absence. The following are examples of unexcused absences:

- out-of-school suspensions
- family vacations
- Students without a completed Certificate of Immunization indicating compliance with the current required schedule of immunizations will not be allowed to attend classes until this document is provided or a waiver is obtained. Absences due to non-compliance with immunization requirements shall be considered unexcused. However, students transferring into Pinellas County, including foster care students, or homeless students, a temporary 30-day waiver of both health examination documents and certificates of immunization will be granted. (F.S. 1003.22(1) (5) (e))

TARDY

A student is considered tardy if he/she is **not in his/her seat** at 8:30 a.m., not picked up by 3:00 p.m., or not picked up 10 minutes after an after-school activity has dismissed. A student who arrives tardy to school must be walked in and signed into the office for a tardy slip before going to class. If a student eats breakfast in the school cafeteria, he/she is still expected to arrive to class on time. Excessive tardiness will result in inquiry of the reasons for these acts. The following is the procedure implemented for consistent tardiness.

- If a student is tardy 4 times during a grading period, a letter of concern will be sent home.
- If a student is tardy 2 additional times during that **grading period** (for a total of 6), a referral to the Intervention and Appeals Committee (IAC) will be made. The committee will meet to discuss the problem.

UNEXCUSED TARDY

A tardy is not excused if it does not meet the criteria listed within reasons why a tardy will be excused. Examples of an unexcused tardy include:

- oversleeping
- Car line is backed up
- Car problems
- Returned for forgotten items

