

A Parent's Guide to



Welcome to Douglas L. Jamerson, Jr. Elementary School (otherwise known as “Jamerson” or “DLJ”)! While there is a lot for your child to learn, there is a lot for parents to learn as well. It is our hope that this guide will answer most of those questions for you. If you would like more information, feel free to contact the school or check out the links below.

School Address: 1200 37th Street South, St. Petersburg, FL 33711

School Phone Number: (727) 552-1703

School Fax Number: (727) 552-1704

Principal: Heather Peters

Magnet Program Coordinator: Deborah O’Hare

Assistant Principal: Lukas Hefty

Family & Community Liaison: Laura Stees

Online:

<http://pcsb.org/jamerson-es>

<http://www.facebook.com/JamersonPTA>

<http://www.facebook.com/JamersonElementary>

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COMMUNICATION

How will I know what is happening at the school?

The school sends home a monthly newsletter in the beginning of each month. This newsletter includes a detailed calendar, helpful hints, and much more. PTA also sends out several newsletters throughout the year. Check and sign your child's agenda daily for information from the classroom teacher. Finally, check out all of the online resources listed on the front page of this handbook.

How can I learn more about what my child is doing in class?

Check your child's planner daily for information from the classroom teacher. Check the school calendar for events and opportunities to engage, including the Engineering Expo in December. You can always ask your child's teacher for more information. In the case that any questions or issues arise within the classroom, parents are asked to contact the teacher first to resolve the problem.

POSITIVE BEHAVIOR & INTERVENTION SUPPORTS (PBIS)

What is PBIS? What are Sprockets?

PBIS is our Positive Behavior & Intervention Supports System. At Jamerson, we recognize and reinforce the many positive things our students do each day. Students know and practice the 5 common expectations: be responsible, be respectful, be safe, be your best, and be kind. Students following the expectations earn positive praise and sometimes SPROCKETS, which can be redeemed at several school stores for prizes, popcorn, and books, and to attend big events throughout the year. Students can also receive Trailblazer and "Get in Gear" Awards for positive behavior.

What is a Trailblazer Assembly?

We hold 4-5 Trailblazer Assemblies throughout the school year. Each teacher recognizes 2 students for outstanding effort: Trailblazer of the Month and Engineer of the Month. These students receive a certificate in front of the entire student body at these assemblies. The teacher will notify you if your child is receiving one, and you are welcome to attend the assembly.

What is a Get in Gear Award?

Each teacher selects 2 students per week to receive a Get in Gear Award. This certificate recognizes outstanding behavior, excellence in academics, etc. The students receive their award on DLJ Live, our daily morning news show.

Minor Infractions/Referrals/Intervention Committee

Reinforcing positive behaviors eliminates many negative behaviors. In the case of a minor incident, the teacher can write a Minor Infraction, a formal note to the parent detailing the incident. If the behavior is more significant, or a child earns 4 minors for similar incidents within a 4-week period, a referral is issued. In the rare case of continued behavior problems, students are referred to the Intervention Committee (IC). This is a group of staff and parents who meet with the student and parent to discuss the issue(s) and brainstorm ways to resolve the problem. In extreme cases, the Intervention Committee can vote to dismiss a student from the school.

Please Note: Excessive absences, tardies, or early check-outs can also result in a referral to the IC.

IN THE CLASSROOM

Conferences/Meetings with the Teacher

Throughout the year, a teacher will contact you to arrange a conference. You can also request a conference with the teacher. Contact the teacher by email or phone, or write a note in your child's agenda. Teacher email addresses can be found on the DLJ website.

Visiting or Observing in the Classroom

Once you are a *registered approved volunteer*, some teachers welcome parent volunteers within the classroom during the school day. This is at the teacher's discretion and requires prior approval. There are often celebrations throughout the year (holiday parties, author celebrations, etc.) where parents are invited to attend.

Having a parent observe in the classroom could potentially be disruptive to the students. All requests to observe must be put in writing at least 24 hours in advance, and must be approved by both the principal and the teacher.

School Supplies

We do not require students to bring in school supplies, however all teachers have a recommended supply list which can be found on the Jamerson website. Many supplies are given to the teacher (pencils, paper, etc.) who shares them with the entire class. Ask your teacher if they need anything specific.

Homework

Homework is usually given on a weekly basis, but the amount and frequency of the homework is at the discretion of the teacher. Please check your child's agenda or ask your classroom teacher for more details.

Media Center/Library

Jamerson has a wonderful Media Center with over 10,000 titles. Teachers can choose to bring their entire class or send small groups of students to choose their own books. Students can check out up to two books at a time, and they are asked to return them in two weeks. There are no overdue fines for books returned late, however students do need to pay for any books that they lose or damage. The Media Center is open almost continually throughout the week during the school day.

FAMILY INVOLVEMENT

Family involvement/volunteering is not required at Jamerson. However, we **love** when our families are involved! We welcome you to attend our many special events throughout the year, volunteer at various places around the school, do things for the teachers at home, be an active part of our PTA and SAC Boards, and much more. We are proud of the fact that we have over 250 active volunteers who give over 10,000 hours of their time every school year.

Volunteering/Chaperones

Volunteers are needed for many things at Jamerson, including:

- field trip chaperones
- tutors and mentors
- morning, evening, during the school day, and even weekend special events
- classroom helpers
- PTA and SAC Boards
- Media Center and Clinic volunteers
- PBIS Store, PTA Books 4 Kids, Popcorn
- guest speakers
- at-home helpers
- and more!

All volunteers and chaperones need to be *registered* and *approved* by the county. There is no fee to do this. You will need to fill out and submit a volunteer registration form and a copy of your drivers' license. It takes 2-4 weeks for a background check to be processed. Once you are an approved volunteer you will be contacted by the school's Family & Community Liaison and given your volunteer username and password. Once approved, you will not need to fill out a new form every year. You will, however, have to log on to the volunteer system (use your v. username and password) and update your status each school year.

All volunteers should be using this volunteer username and password to log their hours in the volunteer system. The Family & Community Liaison can help you do this. Keeping track of volunteer hours is *extremely* important, both for Jamerson and Pinellas County Schools.

Any field trip or volunteer opportunity where the volunteer will be unsupervised with students requires the volunteer to have Level 2 status. This includes getting fingerprinted and having a background check run through the FBI database, and there is a fee associated with this. Please contact the Family & Community Liaison at the school for more details on where this can be done.

As a volunteer, Jamerson expects that you will maintain the same level of confidentiality and objectivity toward other children with which you would expect your own child to be treated. This includes not sharing information about homework scores, another classroom student's behavior, or family situations of students at school.

Field Trips

Each grade level has one or more field trips throughout the year, and chaperones are needed. All chaperones need to be registered approved volunteers and need to let the teacher know at least one week before the trip that they are interested in chaperoning. Some field trips require Level 2 clearance. More information on this can be found in the section on Volunteering/Chaperones.

FOOD ON CAMPUS

Jamerson is not a nut free school. In order to ensure the safety of children with peanut allergies, safety care plans are developed on an individual basis with our school health department. Be assured we make every accommodation possible for all students with allergies.

Snacks

Some teachers have a daily snack time, and they often ask for donations. All snacks are shared by the entire class, and must be healthy. If you would like to provide a special snack for your child's birthday, you must first get the approval of the teacher and it may not be during instructional time. Any food for birthday celebrations must also be healthy; cupcakes/cakes are not allowed. Some suggestions include ice pops (100% fruit juice), goldfish crackers, mini-muffins, or graham crackers.

Breakfast

Breakfast is provided free of charge to all students between 8:15 AM and 8:40 AM daily.

Lunch/Recess time

The cost for lunch is \$2.50 if you do not qualify for free or reduced lunch. To put funds on your child's lunch account, you can drop money off in the cafeteria or go to www.myschoolbucks.com. Of course, your student can bring a bagged lunch if they prefer. All students eat lunch in the cafeteria each day. Each class is assigned their own table. We use the Positive Behavior and Intervention Supports System (PBIS) in the cafeteria, and students are expected to follow the Jamerson Expectations. They are rewarded for positive behavior.

Parents are welcome to come have lunch with their children beginning the week of August 23. You may bring in food or purchase school food. You may eat inside the cafeteria or at one of the picnic tables outside. **If you would like to eat outside the cafeteria at a picnic table, you may only take your own child.**

Only individuals listed on the clinic card are able to visit a student at lunch time, unless accompanied by a parent.

ATTENDANCE/DROP OFF/DISMISSAL

School Hours/Early Check Out/Late Arrival

At Jamerson, we believe every instructional minute counts. Therefore, we ask that all students are in their seats and ready to learn at 8:45 AM and remain until the school day ends at 2:55 PM. The gate opens at 8:15 AM, and students are expected to be in their classrooms when the final bell rings at 8:45 AM. Students should *not* be dropped off before 8:15 AM as there is no supervision provided, and students should be picked up no later than 3:15 PM daily.

If a student arrives after 8:45 AM, they must enter through the front office, be accompanied by an adult, and obtain a tardy slip. Any student not *in class* by 8:45 AM will be marked tardy. If your child is tardy because of a doctor's appointment, please bring in a note so it can be excused.

If you need to check your student out of school early, you will need to come to the front office to sign them out. We will not allow students to be checked out of class between 2:00 PM and 2:55 PM without a doctor's note *and* prior approval from an administrator. Only people listed on the clinic card can pick up a student. You must present photo identification each time you pick up your child.

As per the magnet agreement signed by every family, an excessive amount of tardies or early releases could result in a Truancy Intervention referral and/or dismissal from the magnet program.

Pick Up

Pick up begins at 2:55 PM. Please follow the instructions of the staff members facilitating the car circle, as they work hard to maintain the safety of all students. The front office can supply you with a card to place in your windshield with your child's name on it.

If someone other than a parent will be picking up your child, please be sure that person is listed on your clinic card and send a written note to let the teacher know.

Buses

At this time, the county provides busing for all students who live more than 2 miles from the school. To arrange for a bus, please inquire in the front office.

Absences

We realize that sometimes absences are unavoidable. You do *not* have to call the school to let the teacher know, although you are welcome to do so. There is a link on our website to report absences as well as in Focus. You will always receive an automatic phone call from the county if your child is marked absent. A written note explaining the absence or doctor's note upon return will excuse the absence. As per the magnet agreement signed by every family, an excessive number of absences could result in a Truancy Intervention referral and/or dismissal from the magnet program.

Before and After Care

Before and after care is on campus and provided by the YMCA. The YMCA meets at Jamerson in the Multipurpose Room in the back of the cafeteria, opening at 6:30 AM and closing at 6:00 PM. To learn more, please request an information packet in the front office.

SOME OF THE “EXTRAS” AT JAMERSON

There are lots of things that set Jamerson apart from other schools, but you already knew that since you chose us as your school! Here are just a few things that make us special...

Clubs/Extracurricular Activities

DLJ is proud to offer a wide variety of clubs and extracurricular activities. Most of the activities are after school, with a few clubs being held before school. A majority of the clubs are free due to generous sponsorship by the PTA. Most clubs are open to all students; however, some are grade-specific. Most clubs meet once a week for 6-8 weeks, and the dates and times vary per club. Clubs will be advertised in the school newsletter, on the morning news show, or in flyers.

Past clubs have included: Strategic Games, STEM (grades 4-5), National Junior Honor Society (5th grade), Principal’s Multicultural Advisory Committee, Reflections Art, Girls Who Code, Boys Who Code, and Drama. Fee-based clubs have included Challenge Island, Mad Science, and Soccer Shots.

DLJ also offers arts ensembles during the school day. Students in grades 3-5 can apply to participate in band (beginning and advanced), chorus, Jammers, art focus, and Dali Junior Docents.

DLJ Live

DLJ Live is our daily morning news show viewed in all classrooms. It is written, produced, and run by a select group of 4th graders. Our students say the pledge, hear daily announcements, and receive Get in Gear awards and other recognition.

PTA

Jamerson is very lucky to have an active PTA. Membership is not mandatory, but all parents are asked to consider joining. Membership is just \$7 per person for the entire year and needs to be renewed each school year. Becoming a member does not obligate you to attend meetings or events. It will enable you to receive discounts on t-shirts and other school spirit gear, some school events, and more. In addition, a strong PTA membership sends a clear message that the parent body endorses the PTA mission of supporting and advocating for every child.

The PTA conducts general meetings and events throughout the school year that are open to everyone, whether you are a PTA member or not. Look for information in newsletters and flyers sent home, as well as on their website, Facebook, and Twitter feeds.

The PTA has a large board who works very hard to plan the events for the year. Board meetings are closed meetings and are therefore only open to current board members. To learn more about becoming a board member, contact the PTA President through their website, Facebook, or Twitter feed.

T-shirts/Spirit Gear

The PTA sells a variety of t-shirts, sweatshirts, cups, and other gear with the DLJ logo. These items are sold at various PTA-sponsored events. They can also be purchased upon request by inquiring in the front office. It is not mandatory to purchase or wear these items, but we ask students to wear Jamerson t-shirts on Fridays as school spirit days.

SAC

SAC stands for School Advisory Council. This is a group of parents, staff, and community members who meet 6-8 times throughout the year. Their goal is to enhance student success by evaluating and developing the School Improvement Plan (SIP). Meetings are advertised in the school newsletter, and everyone is welcome to attend. To become a member of the SAC board, contact the current SAC Chair or ask in the front office.

Engineering EXPOs

We offer Engineering EXPOs two times each school year. These are days in which students participate in special engineering activities during the school day. Families are invited back to the school that evening to enjoy grade level engineering displays, scavenger hunts, musical performances, and much more.

Magnet Schools of America

Jamerson is proud to have been recognized by Magnet Schools of America for the past 13 years. Magnet Schools of America recognizes a select group of outstanding programs across the nation that meet their goals of desegregation, equity, excellence, and the expansion and improvement of magnet schools.

OTHER INFORMATION

Contact Information and Clinic Cards

The yellow clinic cards that you fill out at the beginning of each year are the primary source of information the school staff uses to contact you. Please be sure to notify us immediately if any information changes (phone number, address, etc.). Also, be sure to list anyone who has permission to pick up your child from school on the clinic card.

If your address or phone number changes, you will also need to log on to your parent Focus account to make the change. Then, bring in proof of this change (lease, power bill, etc.) to the school. Don't forget to also make the change of address and/or phone number on your child's clinic card, as this is usually the first item the office staff checks if they need to contact you during the school day.

Gifted Testing

Gifted testing can be done at the school by parent request or teacher referral. You are also welcome to have your child privately tested. Gifted classes are held on site, and each grade level attends one day per week.

ESE/Other Services

The school provides ESE (Exceptional Student Education) services and other student services for those students with IEPs (Individualized Education Plans). If you have questions about an IEP, please contact your child's teacher or the Guidance Counselor.

What happens next year?

Once your child has been accepted as a DLJ student, the expectation is that they will remain here through 5th grade. You do not need to reapply each year.

Middle School Feeder Pattern

You are welcome to apply to any middle school of your choice, but we do currently offer feeder patterns to two schools. DLJ students are guaranteed a seat at Azalea Middle or Bay Point Middle if you apply on time and rank either of them as your first choice. Azalea offers an Engineering magnet program, and Bay Point Middle has a Math and Science magnet program. Please go to www.pcsb.org for more information on middle schools.

Parent Portal

Your parent Focus login (p.) is used when you want to go online to check grades, change your address, apply for a school, and more. You received one when you applied for Jamerson. If you don't remember your username or password, you can request a new one in the front office. Please bring a photo ID when making the request.

Online Student Resources

Some websites used by students require login information. This varies by website. Your student probably already knows their login, or you can ask the teacher to provide it. The DLJ website (<http://pcsb.org/jamerson-es>) provides links to many educational websites and learning resources. Many of these resources are accessible through student's Clever accounts. Some other good resources include the following:

myOn (Reading online support) www.myon.com

Ticket to Read: info.voyagerlearning.com/pinellas

InSync Education: www.insyncedu.com/insync

Learning Fun: www.brainpop.com

Science/Technology: www.scootpad.com

PCS Portal (to view current grades):

<https://portal.pcsb.org>

Illuminations Math: <http://illuminations.nctm.org/>

Cool Math: <http://coolmath.com>

More valuable resources are listed on www.PCSB.org, select "Beyond the Classroom"

Who's Who on Campus?

We have more than 40 classroom teachers and assistants on campus. There are also many other people on campus working for the benefit of every child, including:

School Counselor: TBA

Behavior Specialist: David Kincaid

VE Resource Teacher: Ernie Schneider, Gail Olds

Magnet Coordinator/Engineering Coach: Debbie O'Hare

STEM Coach: Nichole LeGrant

Library Media/Technology Specialist: Katie Tinter

Advanced Academics Teachers: Andrea Cate, Jessica Dean

Data Management Technician: LaShondala Teagle

Principal's Secretary: TBA

Family & Community Liaison: Laura Stees

Where can I go online to find more information?

See the websites listed on the cover of this packet.

I still have questions...what should I do?

Feel free to ask your teacher, the front office staff, Magnet Coordinator, or the Family & Community Liaison.