



# Frontier Elementary School

2016-2017

Home of the Panthers

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## School Hours M - F: 8:35 AM - 2:35 PM

Students are welcomed to school at 8:05 each day. They may report to the PE Court to be supervised or to our cafeteria for breakfast. Students may enter the classrooms at 8:20. Our morning announcements are aired live on FTV and will begin promptly at the 8:30 bell. Classroom instruction will begin promptly at 8:35.

### Mission Statement

The staff of Frontier Elementary School, in a supportive, trusting and respectful environment, will work together with enthusiasm and camaraderie. We will endeavor to encourage parent and community involvement and strive for highest academic achievement for all students.



### Frontier Elementary Expectations Matrix



	Classrooms	Bathrooms	Computer / STEM Lab	Cafeteria	Arrival/ Departure	Hallways/ Stairwells	P. E. / Playground
Be Respectful	<ul style="list-style-type: none"> <li>Be on task</li> <li>Give your best effort</li> <li>Voice level 2</li> <li>Consider others</li> <li>Use kind words</li> <li>Use manners: please, thank you, excuse me</li> </ul>	<ul style="list-style-type: none"> <li>Clean up after yourself</li> <li>Respect others privacy</li> <li>Voice level 1</li> </ul>	<ul style="list-style-type: none"> <li>Voice level 0 or 1</li> <li>Help others</li> <li>Treat computer and accessories with respect</li> </ul>	<ul style="list-style-type: none"> <li>Invite others to sit with YOU</li> <li>Use good table manners</li> <li>Quiet voices</li> <li>Follow all staff directions the first time given</li> </ul>	<ul style="list-style-type: none"> <li>Use kind words &amp; actions</li> <li>Follow all staff / teacher directions</li> <li>Remove hats in buildings</li> <li>Voice level 1</li> </ul>	<ul style="list-style-type: none"> <li>Walk quietly in line</li> <li>Respect all hallway displays</li> <li>Respect other classes</li> <li>Voice level 0</li> </ul>	<ul style="list-style-type: none"> <li>Take turns and share playground equipment</li> <li>Include others</li> <li>Use kind words</li> </ul>
Be Responsible	<ul style="list-style-type: none"> <li>Help /share with others</li> <li>Give your best effort</li> <li>Be prepared</li> <li>Follow directions the first time</li> <li>Take care of your personal belongings</li> <li>Clean up after yourself</li> </ul>	<ul style="list-style-type: none"> <li>Flush toilet / urinal</li> <li>Report disruptions to staff member / teacher</li> <li>Return to room promptly</li> </ul>	<ul style="list-style-type: none"> <li>Wear headsets</li> <li>Remain on assigned computer program</li> <li>Follow STEM Lab rules</li> <li>Stay in assigned area</li> <li>Listen and follow teacher instructions</li> </ul>	<ul style="list-style-type: none"> <li>Respond to quiet signal</li> <li>Bring everything you need</li> <li>Follow expectations</li> <li>Clean up your class table/floor</li> <li>Keep food and drink at table area</li> <li>All food stays in cafe</li> </ul>	<ul style="list-style-type: none"> <li>Report directly to assigned area</li> <li>Do not remove items from backpacks</li> <li>Enter quietly – Hallway Procedure</li> <li>Get to class on time</li> </ul>	<ul style="list-style-type: none"> <li>Quiet voices</li> <li>Walk directly to destination</li> <li>Keep hallway and school grounds clean</li> </ul>	<ul style="list-style-type: none"> <li>Line up when directed to by teacher</li> <li>Take care of the equipment and the PE/playground area</li> <li>Follow playground rules</li> <li>Dress appropriately</li> </ul>
Be An Active Learner	<ul style="list-style-type: none"> <li>Attend daily</li> <li>Be on time</li> <li>Be a good listener</li> <li>Follow teacher directions</li> <li>Do your best</li> <li>Keep track of belongings</li> </ul>	<ul style="list-style-type: none"> <li>Follow classroom rules regarding bathrooms and water fountain</li> <li>Set a good example</li> </ul>	<ul style="list-style-type: none"> <li>Be a good listener</li> <li>Follow teacher directions</li> <li>Be a role model</li> <li>Stay on task</li> </ul>	<ul style="list-style-type: none"> <li>Follow directions the first time given</li> <li>Follow staff directions</li> <li>Be a role model</li> </ul>	<ul style="list-style-type: none"> <li>Listen to staff</li> <li>Follow directions</li> <li>Follow all safety rules</li> </ul>	<ul style="list-style-type: none"> <li>Follow all safety rules</li> <li>Listen to staff</li> <li>Set a good example</li> </ul>	<ul style="list-style-type: none"> <li>Be a good listener</li> <li>Eyes on the person talking</li> <li>Follow teacher directions</li> <li>Do your best</li> </ul>
Be Tolerant	<ul style="list-style-type: none"> <li>Use kind words and actions</li> <li>Respect all</li> <li>Help/share with others</li> <li>Set a good example</li> <li>Treat others like you want to be treated</li> </ul>	<ul style="list-style-type: none"> <li>Wait your turn</li> <li>Respect all</li> <li>Be considerate of others personal space</li> <li>Set a good example</li> </ul>	<ul style="list-style-type: none"> <li>Use kind words and actions</li> <li>Respect all</li> <li>Help/share with others</li> <li>Set a good example</li> </ul>	<ul style="list-style-type: none"> <li>Use kind words and actions</li> <li>Respect all</li> <li>Help/share with others</li> <li>Be considerate of other's personal space</li> </ul>	<ul style="list-style-type: none"> <li>Use kind words and actions</li> <li>Respect all</li> <li>Set a good example</li> </ul>	<ul style="list-style-type: none"> <li>Use kind words and actions</li> <li>Respect all</li> <li>Set a good example</li> </ul>	<ul style="list-style-type: none"> <li>Be patient</li> <li>Wait your turn</li> <li>Include others</li> <li>Help/Share</li> <li>Treat others like you want to be treated</li> </ul>
Be Safe	<ul style="list-style-type: none"> <li>Keep hands, feet, objects to self</li> <li>Push in your chair</li> <li>Sit properly in chair</li> </ul>	<ul style="list-style-type: none"> <li>Wash hands with soap</li> <li>Keep water in sink</li> <li>Keep feet on floor</li> </ul>	<ul style="list-style-type: none"> <li>Stay on approved websites</li> <li>Keep hands, feet and object to self</li> </ul>	<ul style="list-style-type: none"> <li>Stay seated when eating</li> <li>Get permission to leave table</li> <li>Keep hands, feet and objects to self</li> <li>Walk at all times</li> <li>Follow line procedure</li> </ul>	<ul style="list-style-type: none"> <li>Follow hallway procedure</li> <li>Keep hands, feet and objects to self</li> </ul>	<ul style="list-style-type: none"> <li>Face forward</li> <li>Walk at a safe pace</li> <li>Keep hands, feet and objects to self</li> <li>Go up the stairs one step at a time</li> <li>Hold onto the handrails</li> </ul>	<ul style="list-style-type: none"> <li>Stay on the playground</li> <li>Walk safely to/ from playground</li> <li>Use games, &amp; equipment properly</li> <li>Keep hands, feet, and objects to self</li> </ul>

### **Attendance/Tardies**

Students are expected to attend school daily as required by Florida state law. When it is necessary for your child to be absent, he/she must bring a note on the day he/she returns to school. The note, signed by a parent or guardian, should include the date(s) and reason for the absence or a parent may call the school at 538-7335 extension 2400 and leave a message on our attendance line. A poor attendance record often leads to poor academic progress. We certainly do not, however, want your child to come to school if he/she is sick. Chronic attendance problems will be referred to the school social worker and possibly the State's Attorney office for investigation. If a child's absence is due to extended illness, contact the school office for information regarding homebound instruction.

If a child is out with head lice, up to 3 days will be considered excused. We hope, however, that you will be able to get your child back to school much sooner.

Parents must notify the school in advance in writing if the child will be missing school due to a religious holiday. Requests for excused absences for family trips must be made at least three days in advance of travel. Forms are available in the front office.

It is important that all students arrive promptly to class. A tardy slip from the office is necessary for admittance to class when the student is late. Chronic tardiness will be reported to the school social worker for investigation.

### **Early Dismissal of a Student**

Parents are urged to give the school written notice in advance of doctor's appointments, etc. Students must be signed out in the office. Only the parent or persons listed by the parent may pick up a student. **Identification will be required.** Students will be called for dismissal when the parent or person listed check into the office to check the student out. School Clinic

We do not have a full-time nurse or clinic volunteer, nor do we have facilities to care for sick children at school. If a student comes to the office because of illness, we will contact the parent or person designated by the parent to come to school to pick up the child. **It is School Board policy that an emergency number be provided for this purpose.**

If it is necessary for a student to take any form of medication, prescription or nonprescription, (including cough medicine, cough drops, Tylenol, etc.) a Pinellas County Schools medication authorization form is required and must be kept on file in the office. **The medication card for nonprescription medications must be signed by a physician or dentist.** Prescription medication must be presented to the school by a parent or guardian in the labeled, original container from the pharmacy. A child may not keep medication of any kind with him/her at school. If the parent forgets to give the morning dose before the child comes to school, we cannot administer the dosage. The parent must come to school to administer the medicine if he/she wants the child to make up a missed dosage. Nonprescription must be presented in its original unopened container/packaging. All medicine must be brought into the school office by an adult.

### **Head Lice**

Head lice are often a problem in locations where groups of children play together. We take every precaution to prevent the spreading of lice, but we ask you to read this carefully to become more aware of "Fact versus Fiction" of this pesky nuisance. If your child is found to have lice/nits, you will be notified to pick up your child immediately. A parent or guardian must accompany the child to school for a recheck in order for the child to be readmitted to class.

Please be especially sensitive to all the children's feelings during this time. Children will mirror what they see and hear; if we convey the feeling that lice are dirty and disgusting, these feelings will be transferred to others and themselves if they contract them. Remember that lice prefer clean heads to dirty and that they can be as easily transmitted as the common cold.

#### **Facts you should know about head lice:**

- A. Anyone can get head lice!
- B. Lice prefer a clean hair shaft on which to lay their eggs and glue their eggs, or "nits", to hair so the nits do not get brushed off. The hair must be sectioned and the eggs pulled off with fingertips or tweezers.
- C. Lice are small insects that live in people's hair and feed on their blood.
- D. Head lice die quickly (within two days) without feeding so they cannot live very long away from your child's head.
- E. Lice are transmitted through close contact and/or sharing items like hats, scarves, brushes, pillows, etc.
- F. If someone has lice, their scalp will be very itchy. The only way to know if your child has lice is to look through their hair.
- G. Treatments are available over the counter at any drug store. Read and follow all the directions on the product you choose.
- H. All persons in the household should be treated as well as the laundry, bedding, towels, hair ornaments, hats, scarves, brushes, combs, etc. Non washable items can be stored in sealed plastic bags for 10 days.
- I. Students must be nit free to return to school and must be rechecked by school personnel in the front office before returning to class

### **Parent - Teacher Conferences**

Conferences may be arranged by phone or written communication. Each parent will be invited to confer with their child's teacher at least once during the school year. A "Back to School Night/Open House" is held at the beginning of each school year. The purpose of this night is to give parents an overview of the curriculum, behavioral expectations, materials and teaching techniques.

### **Visitors**

Parents are welcome to visit our school at any time. School board policy requires that all visitors report to the office. All visitors need to present identification such as a driver's license or state identification card. All visitors are required to wear a visitor badge. Visitors to classrooms for the purpose of observing the teaching process are by appointment only and should be made at least 24 hours in advance. Anyone wishing to have lunch with a student must be listed on the student's information card.

### **YMCA Before and After School Care**

Call 467-9622 or 531-6668 for information. Before school care begins at 6:30 a.m. After school care is available until 6:00 p.m.

### **Bicycles/Skateboards**

All bicycles will be parked in the bike compound. Students are not to loiter in the bike compound. Locks are strongly recommended for all bikes. Bikes should be locked to the racks rather than the walls. Each bike should have its own individual lock. The school cannot be responsible for damaged or stolen bicycles.. Please review the bike safety rules with your child. Once on school grounds, the bicycle must be walked to the bike compound. Skateboards are not to be on school grounds at any time, including weekends.

### **Bus Transportation**

The bus driver has the responsibility for the safety and conduct of the students riding the bus to and from school. Students should obey the bus driver at all times. Any student who persists in disorderly conduct on a school bus shall be reported to the school administrator and may be suspended from the bus. Students should know the arrival time of the bus and be ready and waiting when the bus arrives. Students should arrive at the bus stop 5 - 10 minutes before the actual pick up time. Drivers will make every attempt to be on time. **Parents are responsible for the supervision of their children at the bus stop prior to the arrival of the bus.** Transportation is provided for all registered students living two or more miles from school. If you have questions concerning transportation, please call the Transportation Help Desk at 587-2020.

### **Insurance**

Accident insurance is available for all students. Information for parents wishing to purchase this insurance will be sent home at the beginning of the school year. The insurance is optional and covers a child throughout the school year to and from school, and while in attendance in the classroom or playground. There is also 24 hour a day coverage available. Contact the school office for further details.

### **Safety**

The safety of our students and staff is a top priority. Frontier has installed state-of-the-art security cameras that monitor our campus 24 hours a day. Our campus is designed for the security and well-being of all staff and students. Fire drills and safety inspections of the school are held monthly. Locks down drills are held twice yearly. We invite parents and community members to share their concerns and/or suggestions by contacting the front office.

To ensure the safety of our students who walk to school, we ask that you encourage your child to cross with the crossing guard (where one is available) and go directly to and from school each day. Students who walk home should not loiter by the bridge or retention pond. These areas are not part of the school property and are not supervised by school personnel. If you have any safety concerns, please contact our principal, Tracie Bergman, at 538-7335 or e-mail [bergmant@pcsb.org](mailto:bergmant@pcsb.org).

### **Smoking**

In compliance with Pinellas County School Board Policy, there will be no smoking on school grounds. **This applies to individuals who are inside cars that are on school board property.**

### **Toys, Candy and Gum**

Please make sure that your child does not bring these items to school. Remember that children can be suspended for bringing toy weapons to school. If your child does bring any of these items, they will be confiscated by an administrator.

### Volunteers

Volunteers are welcomed and appreciated at Frontier. As a volunteer, you can serve in many ways: tutor, classroom assistant, organizational volunteer, cafeteria assistant, clinic worker, media assistant or youth motivator. The possibilities and needs are endless. If you have a little time and would be willing to get involved at our school, please contact our Community Involvement Coordinator or your child's teacher. You will need to register and record the number of hours you spend working with us. Please consider becoming involved. The benefits are definitely worth it! You must be a registered volunteer to chaperone field trips.

Volunteers may not bring preschoolers or children not registered in the school when volunteering.

### Family Involvement Activities

Throughout the school year there are opportunities for parents to be involved at Frontier Elementary School. Topics are determined based on needs expressed by parents through surveys and student achievement data. Our school wants to know what you feel is important to your child's education so we can meet those needs. We believe active parent engagement improves students' academic success and strive to implement parent events that link to learning.

### Community & State Partnerships

#### **\*Pinellas County Schools Family & Multicultural Resource Center**

Free parent literature. Books & videos available for check out at 2499 25th St. S., St. Petersburg, Fl. 33712.  
(727)323-6627.

**\*Tampa Bay Cares** - Call 2-1-1 to find help or give help in the community. Available 24 hours/7 days a week, free of charge. [www.211TAMPBAY.ORG](http://www.211TAMPBAY.ORG)

**\*Pinellas Enrichment Through Mental Health Services** – (727)541-6128. Available 24 hours/7 days a week.

For more information about Title I or how to be involved, please call:

Tracie Bergman, at 538-7335 or e-mail [bergmant@pcsb.org](mailto:bergmant@pcsb.org).

#### **\*Parent Teacher Association (PTA)**

### Schools/Families/Community Partnerships

The mission of PTA is to support and speak on behalf of children and youth in schools, in the community and before governmental bodies and other organizations that make decisions affecting children; to assist parents in developing the skills they need to raise, protect and prepare their children; and to encourage parent and public involvement in the public schools of this state. We encourage all of our families to join and be active in our PTA. Please call the school office to leave a message for our PTA President.

#### **\*School Advisory Committee (SAC)**

SAC is a school team made up of the principal, school staff members, parents and community members. Each school must have a SAC. Its role is to plan for and promote highest student achievement in the school.

Each year the SACs in Title I schools review and offer input into their individual school improvement plans, school parent involvement policies, parent-student-school compacts for learning and how funds are used to support highest student achievement. Our SAC meets bi-monthly. If you would like to become a SAC member of Frontier Elementary, please contact us at 538-7338.

### PCS Focus

PCS Focus is a secure website used to maintain student records and to communicate with parents.

If you are a new user, a log in can be provided by your child's school.

If you are a previous ParentCONNECT user, your log in will be p. (the letter p and a period) followed by your previous ParentCONNECT username. If your previous ParentCONNECT password was less than six characters, add enough z's to the end to equal six characters.

What can parents/guardians do in the Focus?

The following can be done:

- View attendance and be alerted to concerns about your child's attendance since your last log in.
- View in-progress grades, tests/quiz scores, homework grades and project work.
- View discipline/referrals.
- View important school messages, announcements and upcoming school events.
- Contact your child's teacher via direct e-mail links.

## **STUDENT PASSWORD SHEET**

To access these web sites at home, please write down your User Name and Password on the following lines. Make Frontier's home page a favorite on your home computer to easily access practice websites and other important locations like PCS Focus.

Frontier Home page is:

<http://www.pcsb.org/frontier/es>

Most websites we use can be found on our home page.

Pinellas County Schools Home page is:

[www.pcsb.org](http://www.pcsb.org)

User Name _____
Password _____

The children's User Name and Password are used to log onto a computer at school, log onto Portal and access many websites like: MackinVIA, Istation, ST Math and Think Central. This will be the user name and password for each student until they reach 12th grade at any Pinellas County school. Their Password is their student ID number with the first two numbers 52 with s.  
Ex. 5210101010 will become s.10101010

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### **Welcome to Title I at Frontier Elementary School**

Title I is a federally funded program designed to address the academic needs of students and to assist them in meeting the state's high standards, particularly in the areas of reading, writing, math and science. The Pinellas County School District receives funds based upon the number of students who are eligible for free or reduced-price lunch.

#### **What is a Title I School?**

Title I schools are determined by the percentage of students at each school who are eligible for free or reduced lunch. You may see this in your Title I school:

- Intervention classes – provide intensive assistance in reading and math
- Additional resource teachers and assistants who are highly qualified
- Additional training for school staff
- A variety of teaching method and materials
- Special learning events
- Training for Families
- Before and After school tutoring



\*\*\*\*\*The Frontier Parental Involvement Plan and the District Parental Involvement Plan are available for viewing in the front office. Stop by and ask to take a look.

#### **Commitment to Character Month by Month**

Teachers recognize students who exemplify the character trait of the month.

- August: Respect
- September: Responsibility
- October: Cooperation
- November: Citizenship
- December: Kindness
- January: Self-Motivation
- February: Tolerance
- March: Honesty
- April: Self-Control
- May: Caring
- June: Courage
- July: Patriotism

**2016-17**  
**Instructional Calendar**  
**Pinellas County Schools**

Thursday, July 28, 2016 .....	Four-day work week ends.
Monday, August 1 - .....	Non-student days for 198- and 235-day instructional personnel.
Tuesday, August 9	
Wednesday, August 10.....	All schools open. All Pre-k and postsecondary schools' classes
Monday, September 5 .....	Labor Day Holiday - schools closed for staff and students.
Tuesday, October 11 .....	End of first quarter.
Wednesday, October 12(a) .....	Non-student day for 198- and 235-day instructional personnel.
Monday, November 21(a) - .....	Thanksgiving Holidays - schools closed for staff and students.
Friday, November 25	
Friday, December 16 .....	End of first semester.
Monday, December 19 - .....	Winter Holidays - schools closed for staff and students.
Friday, December 30, 2016	
Monday, January 2, 2017 .....	Non-student day for 198- and 235-day instructional personnel.
Tuesday, January 3.....	Second semester begins.
Monday, January 16 .....	Martin Luther King, Jr. Day Holiday - schools closed for staff and
Monday, February 20 .....	Non-student day for 198- and 235-day instructional personnel.
Friday, March 10.....	End of third quarter.
Monday, March 13 -.....	Spring Holidays - schools closed for staff and students.
Friday, March 17	
Monday, March 20.....	Non-student day for 198- and 235-day instructional personnel.
Tuesday, March 21.....	Schools reopen. Classes resume.
Friday, April 14 .....	Non-student day/non-work day for 198-day instructional
Thursday, May 25 .....	Last day for all students (with the exception of Adult students at
Friday, May 26.....	Non-student day/last day for 198-day instructional personnel.
Monday, June 5.....	Four-day work week begins.

(a)Hurricane make-up days

\* Professional development days, teacher planning days and trade days will be determined by District, PCTA, and Professional Development collaborative agreement and will be posted on the 2016-17 Staff Calendar.

**ELEMENTARY (Grades K-5) STUDENTS**

Mid Period Report (for those students needing a mid-term report- see note below)	End of Report Period	# of Days	Final Grades and Comment Codes Due in Portal	Report Cards Distributed
Friday September 9, 2016	Tuesday October 11, 2016	44	Tuesday - 4:00 p.m. October 18, 2016	Tuesday October 25, 2016
Notify Parents of Potential Retention by Friday, February 17, 2017				
Friday November 11, 2016	Friday December 16, 2016	42	Friday - 4:00 p.m. January 6, 2017	Friday January 13, 2017
Friday February 3, 2017	Friday March 10, 2017	47	Friday - 4:00 p.m. March 24, 2017	Friday March 31, 2017
Friday April 21, 2017	Thursday May 25, 2017	47	Friday - 4:00 p.m. May 19, 2017	Thursday May 25, 2017

Note: Mid-Term Progress Reports in elementary schools are distributed to students who have a current grade of N, U, D, or F at mid-term, and to students who had an N, U, D, or F on the previous report card. Some schools choose to send Mid-Term Progress Reports to all students. Midterm grades are not entered into Focus.