



WELCOME  
BACK  
STINGRAYS

# SHES VISION & MISSION

- The **VISION** of SHES is to provide a COLLABORATIVE AND EQUITABLE learning environment ENSURING 100% STUDENT SUCCESS.
- The **MISSION** of SHES is to PROVIDE A CARING ENVIRONMENT WHERE FAMILIES, STUDENTS AND STAFF LEARN TOGETHER TO ENSURE ALL STUDENTS ARE PREPARED FOR COLLEGE, CAREER AND LIFE.

# GUIDELINES FOR SUCCESS: THE RAY'S WAY

## ***Respectful To All***

- Stingrays show tolerance and consideration for others. Stingrays work collaboratively with staff and other students. Stingrays select both verbal and nonverbal methods of expressing thoughts, feelings, needs, and concerns in ways that are acceptable within the school environment and respect personal space, rights, and property.

## ***Always Be Prepared***

- Stingrays follow directions the first time and comply with directives provided by staff within a reasonable time frame. Stingrays take responsibility for their own actions.

## ***Yearn To Learn***

- Stingrays remain engaged in learning activity. Stingrays concentrate or focus attention on the learning activity and keep the learning environment free from distractions or disruptions.

## ***Safe in all places***

- Stingrays make decisions that are positive and healthy for themselves and others. Stingrays keep hands, feet, and objects to themselves. Stingrays are self-motivated, self-aware, and persistent.



# THE ADMINISTRATIVE TEAM

- Mr. Johnnie Crawford III- Principal  
[CRAWFORDJO@pcsb.org](mailto:CRAWFORDJO@pcsb.org)
- Mrs. Karen Vargus– Assistant Principal  
[VARGUSK@pcsb.org](mailto:VARGUSK@pcsb.org)

# THE SHES FRONT OFFICE TEAM

- Mrs. Elisha Bowman– Principal Secretary, Bookkeeper
  - [BOWMANEL@pcsb.org](mailto:BOWMANEL@pcsb.org)
- Mrs. Cris Matos – Data Management Technician
  - [MATOSC@pcsb.org](mailto:MATOSC@pcsb.org)
- Mrs. Lia Ingargiola – Office Assistant
  - [Ingargiolal@pcsb.org](mailto:Ingargiolal@pcsb.org)
- Ms. Pat Hemsley – Nurse
  - [HEMSLEYP@pcsb.org](mailto:HEMSLEYP@pcsb.org)
- Mrs. Claire Delacqueseaux – Family and Community Liaison
  - [DELACQUESEAUXC@pcsb.org](mailto:DELACQUESEAUXC@pcsb.org)

# THE SHES SUPPORT TEAM

- Mr. David First – Cafeteria Manager
  - [FIRSTD@pcsb.org](mailto:FIRSTD@pcsb.org)
- Mr. Tim Makovec – Head Plant Operator
  - [MAKOVECT@pcsb.org](mailto:MAKOVECT@pcsb.org)
- Officer Volker – SRO
  - [PCS.VOLKERW@pcsb.org](mailto:PCS.VOLKERW@pcsb.org)

# SHES STUDENT SUPPORT TEAM

- Mr. Darren Abrahamson School Counselor, MTSS facilitator, 504 coordinator
  - [ABRAHAMSONDA@pcsb.org](mailto:ABRAHAMSONDA@pcsb.org)
- Ms. \*Renee Hoopes - Psychologist
  - [HOOPEZR@pcsb.org](mailto:HOOPEZR@pcsb.org)
- Ms. \*Therese Christopher – Social Worker
  - [CHRISTOPHERT@pcsb.org](mailto:CHRISTOPHERT@pcsb.org)



Shared District Support

# SCHOOL HOURS

**School hours are 8:45 am-2:55 pm**

- 8:15 am students enter campus
- 8:25 am first bell: all students need to move quickly to the classroom
- 8:45 am Tardy bell
- 2:35 pm early release cutoff
- 2:55 pm dismissal bell





# THE ARRIVAL PROCESS

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**When your student arrives, an adult will be on duty to supervise and direct them to class or the cafeteria.**

- Breakfast: 8:15 am – 8:45 am
- All students arriving between 8:15-8:25 must report to the cafeteria.
- After 8:25 all students will report directly to class unless eating breakfast.
- Students may not gather outside of the classroom or hallways for any reason.
- Adults will be placed strategically along the line to assist kindergarteners. They will also be escorted by Safety Patrols.
- During the first two days of school, kindergarten teachers will meet kindergarten students in the cafeteria and escort them to class.
- Parents/guardians will not be allowed to walk students into the classroom.
- On the first day of school **ONLY**, parents will be allowed to walk kindergarten students to the cafeteria to meet the teacher and drop off their child.
- At 8:10 the YMCA students will eat breakfast and stop allowing parents to sign in.

# PPK/VPK ARRIVAL & DISMISSAL

- All PPK/VPK students must be signed in/out at the designated doors on the South side of the front office
  - Parents must wait in line
  - Sign in/out and drop off or retrieve student with staff member at the door



# DISMISSAL PROCESS

**2:55 pm: 1<sup>st</sup> bell**

## **Car riders**

- Teachers will display TEAMS Afternoon Dismissal Spreadsheet on Classroom Smartboards.
- The PE Coaches will radio student Car Line names for the front office staff to display on the TEAMS Afternoon Dismissal Spreadsheet.
- When their name is called, students will quickly move to the car circle, where they will wait until their car arrives.

## **YMCA**

- YMCA staff will pick up individual students from their classrooms and assist them in moving to their designated areas.

**3:00 pm 2<sup>nd</sup> bell**

## **Walkers and parent pickup**

- Students will exit out the front gate Sunshine Door (gate will not be open)
- Kindergarten students are released one at a time to the parent/guardian.

**2:35 pm early release cutoff, unless it is an emergency.**



# DISMISSAL PROCESS CON'T



## 3:00 pm 2<sup>nd</sup> Bell

- Buses, Childcare Vans and Bike Riders are released when the vehicle arrives to minimize the number of students being dismissed at one time.

## 3:10 pm

- All remaining car riders are dismissed from the classroom to the car circle.

## 3:15 pm

- All students should be off campus, unless in a program.



# CAFETERIA & LUNCH TIME



- All students will eat in the cafeteria except for pre-k and VPK.
- All students receive free breakfast and lunch.
- Please use the MySchoolBucks link below to add money to your child's account to purchase *a la cart* items. [www.myschoolbucks.com](http://www.myschoolbucks.com)
- Beginning August 17th, families may eat lunch on campus with their student on FRIDAYS ONLY, in the designated spaces in the courtyard. Please keep in mind that you will need to bring a valid ID and check in at the front office. Your child may not invite another student to eat with you.

# FIRST DAY OF SCHOOL – AUGUST 10, 2021

- As you enter the car line you will receive one card tag. Please bring a dark colored marker so you can print your child's last name and grade level. This tag will allow us to release your student to the car circle in the safest and fastest way possible.
- Kindergarten parents are allowed to walk their students to the cafeteria where teachers will greet their students. Visitors will not be allowed in the classroom.

# BACK TO SCHOOL ELECTRONIC FORMS

- **Starting July 24, 2023: Fill out all your back-to-school forms in one place. Use your parent ID and password to log into Focus at [focus.pcsb.org](https://focus.pcsb.org) and complete your Back-to-School Forms packet.**
- For log-on issues, please contact the school. To request a new user ID and password, please call or visit the school with a valid photo ID.
- **[See the Focus Forms Tip Sheet \(pdf\)](#)**
- **You can also sign up for a self-service program where you can reset your password yourself. Learn more at [www.pcsb.org/passwords](https://www.pcsb.org/passwords).**

# ELECTRONIC FORMS INCLUDE

- Parent Acknowledgement of Student Code of Conduct
- Media Release
- Directory Information Opt-Out Letter
- Network/Internet Acceptable Use Agreement
- School and Classroom Library Material Student Access
- Technology Equipment Acceptance and Responsibility
- Residency Questionnaire
- School-Based Healthcare Services
- Student Clinic Card



# SAC MEETINGS/PTA MEETINGS

- PTA Meetings will be conducted face to face and virtually.
- SAC meetings will be face to face and virtually, the second Tuesday of each month. If you are interested in joining SAC, please contact principal Crawford at [crawfordjo@pcsb.org](mailto:crawfordjo@pcsb.org)

# HOW TO REPORT AN ABSENCE

- If your child is going to be absent from school, please call or email the teacher. You can also use the *Report Absence Icon* on the *SHES* website.
- It is important to report all absences
- All students must provide a written note from their parent or guardian or report absence using school website following an absence. These notes should contain: **the student's name, date of absence, and reason for absence.**
- If absences/tardies become excessive and teachers have attempted to contact parents (with no improvement noted), the below listed may occur.
  - The social worker will attempt to make a home visit after the letter from the principal is mailed.
  - Florida law requires schools to enlist assistance from the state attorney's office for more than 10 unexcused absences in any 90-day period.
  - An unexcused absence is one for which there was no note, vacation, etc.
- Excused absences include illness, death in family, medical appointments, and family emergencies.
- Attendance is addressed in the Student Code of Conduct and parents should review that section with their students.
- Children who are absent due to head lice have a maximum of 5 days of excused absence per occurrence and must be cleared through our clinic before returning to class.

# CLINIC

- Students requiring daily medications will receive their medications from the school nurse/trained office staff in the clinic.
- Whenever possible, students needing nursing procedures (tube feedings, catheterizations) will have them done in the clinic.
- Students with asthma will not be permitted to use nebulizers, due to the potential for aerosolized particles to spread around the environment. They must come to the clinic.
- Students with diabetes who need the nurse for insulin injection, or who need adult supervision to perform their diabetes care tasks, will be supported in the clinic.
- Classroom staff will have resources to support minor complaints or injuries in the classroom.
- Immunizations
  - The State of Florida has not waived any immunization requirements for the 23/24 school year.
  - Incoming Kindergarten students must be up to date for age/grade level.
  - After 30 days, the student must be excluded from school by law.

# STUDENT DRESS CODE

- **SEQUENCE OF CONSEQUENCES FOR DRESS CODE VIOLATIONS**

- **Students out of dress code for inappropriate clothing (shirts or bottoms) will be sent to the office to receive an alternative t-shirt and/or bottoms, if clothes is available.**

- • 1st violation: Teacher gives verbal warning to student.
- • 2nd violation: Teacher calls parent regarding violation.
- • 3rd violation: Teacher notifies front office so that administration can meet with student.

- **DRESS CODE REGULATIONS FROM STUDENT CODE OF CONDUCT**

- • All shirts and blouses must cover midriff, back, sides and all undergarments including bra straps at all times. **Tank tops or tops with spaghetti straps are not allowed.**
- • Shorts, skirts, divided skirts, dresses, and culottes are allowed. **They must be mid-thigh length or longer.**
- • All trousers, pants, or shorts must totally cover undergarments including boxer shorts.
- • Safe and appropriate footwear must be worn. **Sneakers/tennis shoes are required for PE classes.**

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# STUDENT DRESS CODE CONTINUED

- • Inappropriate footwear includes but is not limited to; roller skates, skate shoes, slides, and bedroom slippers.
- • Form fitting leotard/spandex type clothing is not allowed unless proper outer garments cover to mid-thigh length or longer.
- • See through and mesh fabric may only be worn over clothing meeting dress code.
- • Clothing must fit appropriately, with the waist of the garment at the student's waist.
- • Clothing must be properly buttoned, zipped, and fastened.
- • Clothing with inappropriate tears or holes should not be worn.
- • No sleepwear is allowed, except on designated spirit days.
- • Bandanas or sweatbands are not allowed to be visible on school grounds during school hours.
- • Sunglasses may not be worn inside unless parent provides a doctor's note.
- • Hats and other head coverings may be worn during outside PE activities and may not be worn inside during the school day.
- • Clothing with inappropriate images, language, or suggestions may not be worn.

# PROCESS FOR REQUESTING A CLASS CHANGE

- The parent meets with the teacher for a conference to discuss any concerns or clarifying questions about the classroom, including but not limited to, grading, curriculum, or expectations.
- A teacher/parent plan is developed to address the concerns moving forward.
- A follow up conference is held to see if the plan implantation is effective.
- If not, the administration team will review the continued concerns and depending on several criteria, a change may be possible but not guaranteed.
- While we appreciate and encourage information about your student's learning needs, we can not guarantee that your child will be placed with a specific teacher.

# PCSB BUS TRANSPORTATION

- All bus students must be registered on the bus. Unauthorized students are not permitted to ride the school bus. Students are to ride the bus to which they are assigned.

## VISITORS & VOLUNTEERS

We are very thankful and fortunate for the community and family support. Our Family and Community Liaison, Mrs. Delacqueseaux will be working closely with our volunteers and mentors to support of our students and school.



Thank you for your continued support. We look forward to working with all OUR families.

