

Welcome to East Lake Middle School Academy of Engineering. Thank you for choosing us as your school. This handbook contains information about your role as a

parent at our school. We want all of our students to be successful. Please talk with our student (s) about the expectations we have for them. as outlined in this handbook.

Bell Schedule

A Day

1. 9:30 – 11:00 am
3. 11:05 – 11:51 am
- LUNCH **11:56 - 12:26**
4. 12:31 – 2:01 pm
6. 2:06 – 3:36 pm
- HR 3:40 – 4:00 pm

B Day

2. 9:30 – 11:00 am
3. 11:05 – 11:51 am
- LUNCH 11:56 – 12:26 pm
5. 12:31 – 2:01 pm
7. 2:06 – 3:36 pm
- HR 3:40 – 4:00 pm

EAST LAKE MIDDLE SCHOOL PARENT/STUDENT HANDBOOK

VOLUME I, ISSUE I

2014-2015 Parent/Student Handbook

2014-2015 Parent/Student Handbook

Modified Dress Code

Tops: All ELMS students will wear grey or white polo style shirts. These polo's may either be plain or purchased with our logo.

Bottoms: Students are to wear jeans with no holes or Khaki pants. We will also permit uniform length khaki shorts. All pants and shorts are to be worn at the waist.

Outerwear: ELMS sweatshirts will be available for purchase. Plain grey or white sweatshirts will also be permitted.



School Hours

Student hours are 9:30 a.m. to 4:00 a.m.. Students should not arrive at school before 9:10 a.m. nor should they remain after 4:00 a.m.. No students are allowed back in the classrooms after 4:00 a.m..

Office hours are 8:45am—4:15pm.

Information

East Lake Middle School Academy Of Engineering

1300 Silver Eagle Dr.
Tarpon Springs, FL 34688-9101

Phone : Fax.

Principal: Carmela Haley
<http://www.eastlake-hs.pinellas.k12.fl.us>

Principal's E~mail : haleyc@pcsb.org

Pinellas Country Schools—an equal opportunity institution for education and employment

Pinellas County Schools
301 Fourth St. SW, Largo FL 33770

Dr. Michael A. Greco— Superintendent

Arrival and Dismissal

Adhere to school developed, on site traffic plans for vehicles when bringing students to school or picking them up after school. Encourage your student if they are walkers and bike riders to follow safety rules and use pedestrian-safety features when available.

Most South entrance will be the entrance and exit for vehicles during arrival and dismissal. At dismissal time it will be extremely important that all students are prepared to enter their car as it arrives. Parents please review these procedures with your students.

As you pull up please proceed to the farthest space available to allow for the optimum number of vehicles loading/unloading at a one time. You must not leave your car unattended in the car line. If you are planning to enter campus please locate a visitor parking space and leave your car there.

You may park your car in a visitor parking and walk your student onto campus. Please refrain from loading and unloading items from vehicles during arrival or dismissal while in the car line.

Behavior/Discipline:

GPA:

Minor Infractions.

2.0 minimum

Allowed 4 minor infractions

Failure Policy:

1st offense.

No more than 2 F's per grading period

Probation for 1 quarter grading period

No F's in engineering

Meeting with grade level team leader
and administrator.

1st offense.

Probation for 1 quarter grading period

2nd offense.

Meeting with grade level team leader and
administrator

Meeting with administrator

Dismissal Letter

Written documentation in form of a letter

Re-assignment to zoned school

2nd offense

Major Infractions.

Meeting with administrator

Allowed 1 major infractions

Dismissal letter

1st offense

Re-assignment to zoned school

Probation for 1 quarter grading period

Meeting with grade level team leader
and administrator .

2014-2015 SAC Meeting Dates

Written documentation in form of a
letter.

September 16, 2014 December 16, 2014

October 21, 2014 January 20, 2014

2nd offense

November 18, 2014 February 17, 2014

Meeting with Administrator

March 17, 2014

Dismissal letter

April 21, 2014

Re-assigned to zone school

2014-2015 PTA Board Members

President: Andrea Gleason

Vice President of Communications: Dianna Thiel

Vice President of Programs: Tara Geiger

Treasurer: Barb Lima

Secretary: Dawn Montevago

Fundraising Committee Chair: Lisa Blasko

Volunteer Committee Chair: Amira Ray

School Advisory Council (SAC)

The School Advisory Council is composed of parents, staff, business and community members and the principal. The primary purpose and function of the SAC is to help develop and oversee the School Improvement Plan. Other issues may be discussed as requested by the district or brought forward by the SAC members.

SAC serves as a resource to ELMS and Mrs. Huzar. The role of SAC is to serve as a liaison between schools, school organizations and the role of the community. SAC should be representative of the population served at the school. The council is advisory in nature. The council deals with issues rather than individuals. Membership is open to all ELMS parents on a self-nominating basis.

Engineering Academic and Behavior Appeals Committee

The function of the ABA committee (comprised of parents, teachers, and the principal) is to review and enforce.

- Cases of severe or repeated discipline infractions
- Continued lack of compliance with homework and/or class work policy
- Failure to support the ELMS modified dress code

Volunteers

Volunteer hours are an important asset to ELMS. By volunteering we strengthen our abilities to help students. We appreciate any volunteer hours you can offer throughout the year. Volunteers must complete a registration form. **All volunteers must be registered and must check-in at the front office.** An office issued identification sticker must be worn when volunteering. **Younger siblings cannot accompany a volunteer.** Be sure to record your volunteer hours on the volunteer computer.

Appointments

If a student must leave school before dismissal, the parent must pick the student up and sign them out. Only a note from a doctors appointment will consider the early release as excused. No student is to leave school grounds without permission form the school.

Clinic and Health Services

A school clinic will be open to those who become ill during the day. Our expectation is that students are either in class or at home. If a student remains ill or has been injured, parents will be called to pick up their student. Students who are ill or injured will be taken to East Lake High School clinic

Conferences

All conferences must prearranged with Mrs. Broner, guidance counselor. Conferences will scheduled for Thursdays and will begin promptly at 8:45am.

Planners

The use of planers will be a daily expectation. Students will be asked to have their planers daily as they will have routine planner checks with teachers

Celebrations

As important as all milestones and celebrations are ELMS will not allow balloons, cakes and or other celebratory items on campus or delivered to students. Please keep these at home.

Classroom Visits

Parents are permitted to visit the classroom by making prior arrangements with the administration before a visit. It is important that we know who is in the building at all times and the purpose of the visit. All visitors MUST check in at the front office with a valid driver's license to be issued a visitors badge.

Classroom Teachers

6th grade	7th grade	8th grade
Mrs. Brownell—Reading	Mr. Adeson—Math	Ms. Boland—Engineering
Mrs. Chappel—LA	Ms. DeTurk—Social Studies	Mrs. Connolly—Science
Mrs. Clampitt—Math	Mr. Prillhart—LA	Mrs. Dobes—LA
Mr. Dority—Engineering	Ms. Stavropoulos—Science	Ms. Mac Intyre—Math
Mr. Meilak—Science	Mr. Stewart—Engineering	Ms. Organ—Social Studies
Ms. Valentage—Social Studies		

Elective Teachers

Mrs. Benoit—Music, Ms. Henry—Business Ed./Gifted, Ms. Iacobucci—Digital Art, Ms. Ottaviano—Chinese,
Ms. Ristic—Spanish & German, Mr. Ruocco—PE & Health

Other Faculty and Staff Around Campus

Mrs. Haley—Principal, Mrs. Huzar—Assistant Principal, Mrs. Broner—Guidance Counselor,
Mrs. Boyd—Secretary, Mrs. Ray—Office Clerk/Family Community Liaison, Ms. Pusch—Data Management
Tech., Mr. Reid—Curriculum/Technology Specialist

Medications

State Law requires that all medications administered to students by school personnel be counted upon arrival at the school. Prescription medication **MUST** be delivered to school by the parent in the original container with a prescription label indicating the student's name, physician's name, name of the drug, dosage, etc. Parents must sign an Administration of Medication (PCS Form 1876-A, Blue Card) form for each prescription medication administration at school. Over the counter medication must also be delivered to school by the parent in the original, sealed container, labeled with the student's name. The parent and the physician must sign an Administration of Medication (PCS Form 1876-B, Orange Card) form for each over the counter medication to be administered at school.

Classroom Visits

Parents are permitted to visit the classroom by making prior arrangements with the administration before a visit. It is important that we know who is in the building at all times and the purpose of the visit. All visitors **MUST** check in at the front office with a valid driver's license to be issued a visitor's badge.



12
DOBES

11
ORGAN

10
CONNOLLY

9
BROWNELL

4
PRILLHART

5
DETURK

6
STAVROPoulos

7
ADESON

8
CLAMPITT

3
VALENTAGE

2
MEITLAK

1
CHAPPEL

OFFICE

Bldg# 7
CAFE

EMERGENCY ACCESS ROAD