

Spanish Lake Elementary

Jacqueline
Arias-Gonzalez
Principal

Assistant Principals
Mrs. Kathy Bustamante
Mrs. Viviana Lebeña
Mrs. Anita Marti



Meeting Agenda

- Kindergarten Information
- School Hours
- Mandatory Uniform Policy
- Attendance Information
- Grade Level / Classroom Assignments
- Drop Off Procedures
 - Early Childhood Center
- Dismissal Procedures
 - Early Childhood Center
 - Rainy Day Procedures
- Bus Eligibility
- After Care
- Cafeteria
- BISO/Bilingual School/New Florida Standards
- State of the Art Technology School
- PTA
- School Website



School Hours/Drop-Off

Pre-K, Kindergarten and First Grade:

- Everyday: 8:20a.m. – 1:50p.m.
- Teachers will pick up students at 8:10a.m. and instruction starts promptly at 8:20a.m.
- For emergency reasons only, parents may pick up students in office no later than 1:20p.m.

Second through Fifth Grade:

- Monday, Tuesday, Thursday, and Friday: 8:35a.m. – 3:05p.m.
- Wednesdays: 8:35 a.m. – 1:50p.m. dismissal time for everyone.
- Teachers will pick up student at 8:25a.m. and instruction starts promptly at 8:35a.m.
- For emergency reasons only, parents may pick up students in office no later than 2:35p.m. and 1:20p.m. on Wednesday.



Mandatory Uniform Policy

- Spanish Lake Elementary (SLE) has a mandatory school uniform policy
- Red polos **WITH SCHOOL EMBLEM**
- Shirts tucked in with belts.
- Khaki bottoms: pants (no cargo pants), skirts, skorts, shorts (all bottoms no shorter than 2 inches above the knee) Leggings are to be used under skirts or pants only **in weather under 50 degrees.**
- Closed toe shoes. Preferably black sneakers. **No sandals or flip flops or shoes above the ankle.** Red jackets/sweaters on cold days.
- Maintain appropriate hair styles.
- Fridays: SLE Spirit T-shirts with uniform bottoms. PTA is selling them for \$10 each. There will be some Friday “Jeans Days” for \$1.00 PTA fundraising. Days advertised.



Attendance Information

- Students that are going to be absent from school must notify the school in writing and give to the teacher the next day child is present. A note must for child's absence must be given within 3 school days in order for child's absence to be considered an "excused absence".
- School attendance is counted if students are in attendance for at least **two** hours of the school day.



Attendance Information

- If child is absent for one consecutive week, it is required to have a physician statement prescribing that child needs absence for illness for excused absence. Range of dates are mandatory on note.
- If student is absent for more than 10 days, a doctor's note is required in order for absence to be excused.



Attendance/Early Dismissal

- No student shall be released within the final thirty (30) minutes of the school day unless authorized by an administrator. Please note that the person who picks up child early from school must be listed on the student's emergency contact card in the office under the "authorized" area. Additionally, a valid photo identification must be presented by this person to office personnel each time that child is picked up early from school.



Grade Level / Class Room Assignments

K	ECC	700 Bldg. 1 st Floor
1 st	Main	1 st Floor 200 & 300 BLDG
2 nd	ECC	2 nd Floor and 800 Bldg.
2 nd	Main	1 st Floor 400 BLDG
3 rd	Main	2 nd Floor 200 BLDG
4 th	Main	2 nd Floor 300 BLDG
5 th	Main	2 nd Floor 400 BLDG

Exceptions: Gifted grades 300 & 400 bldg (first floor) & 700 second floor.
 SPED 200,300 (first floor) & 300 2nd floor



Student Folders

- Complimentary Student Communication Folders will be given to all students. You can place notes to teachers and teacher's place notes for you in these folders, as well as important information for parents.



Student Morning Line Up Areas Early Childhood Center (ECC)

- All students in the ECC will line up inside the ECC Cafeteria with supervision once breakfast begins at 7:30a.m.
- When additional supervision arrives, approx. at 7:50 a.m., Kindergarten students will wait in their designated lines in the morning line up area inside/outside of the ECC cafeteria to wait for teacher pickup at 8:10a.m.
- Sibling drop off at their Building for safety.



Drop-Off Procedures

- 1st Week (August 18 – 22, 2014) Parents will be able to walk their children to class.
- 2nd Week (August 25 – August 29, 2014) and thereafter....

Closed Campus

- Parents will drop their children off at designated areas.
- Students will report to breakfast and/or line-up areas on their own.
- Visitors need to report to the Main Office for authorization to enter school and receive a pass.



Dismissal Procedures

Parent Pick-Up

Early Childhood Center



Daily

- Teachers in the 700 building will exit through the first, second and third holding areas. If Kinder in 800 building exit in in front of office.
- **DO NOT exit your vehicle for safety and traffic flow purpose.**
- If you need a parent/teacher conference please call to schedule one.
- Bus students will be escorted to Main Building. After School Child Care will pick up Kindergarten and First grade in their classrooms.
- Please place the provided 8 ½-11 cardstock paper with child's first and last name on the dashboard.
- Parents cannot park at the loop of get off their cars as this will interrupt the flow of traffic.
- Your child will be escorted to your vehicle. Pick up siblings at their bldg. for safety. 4th grade dismisses at ECC.

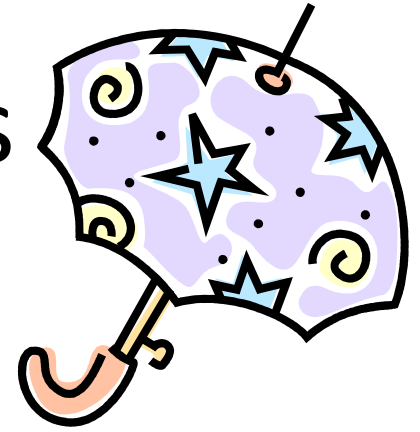


Pick Up

- Please pick up children promptly at 1:50pm for Kindergarten and First Grades. If you are not able to pick up your child on time, please enroll your child in the All Stars. Your child cannot remain unsupervised in the office.
- If you will be late, please enroll in the All Stars . There is no afterschool supervision from the school.
- If you have a child who is a sibling in 2nd-5th grade and cannot pick up your Kindergarten or First grade child at 1:50pm, please enroll your child in All Stars from 1:50pm-3:05pm. There is a discounted price (Story Hour - \$20).
- If your dismissal procedure changes, please send a note to your classroom teacher with a copy of your driver's license prior to the morning of the change.
- We only release your child to people on the emergency contact card as “authorized”. PLEASE MAKE SURE TO ADD EVERYONE THAT WILL POSSIBLY PICK UP YOUR CHILD ON THE EMERGENCY CONTACT CARD WITH A VALID PHOTO IDENTIFICATION/LICENSE CARD.

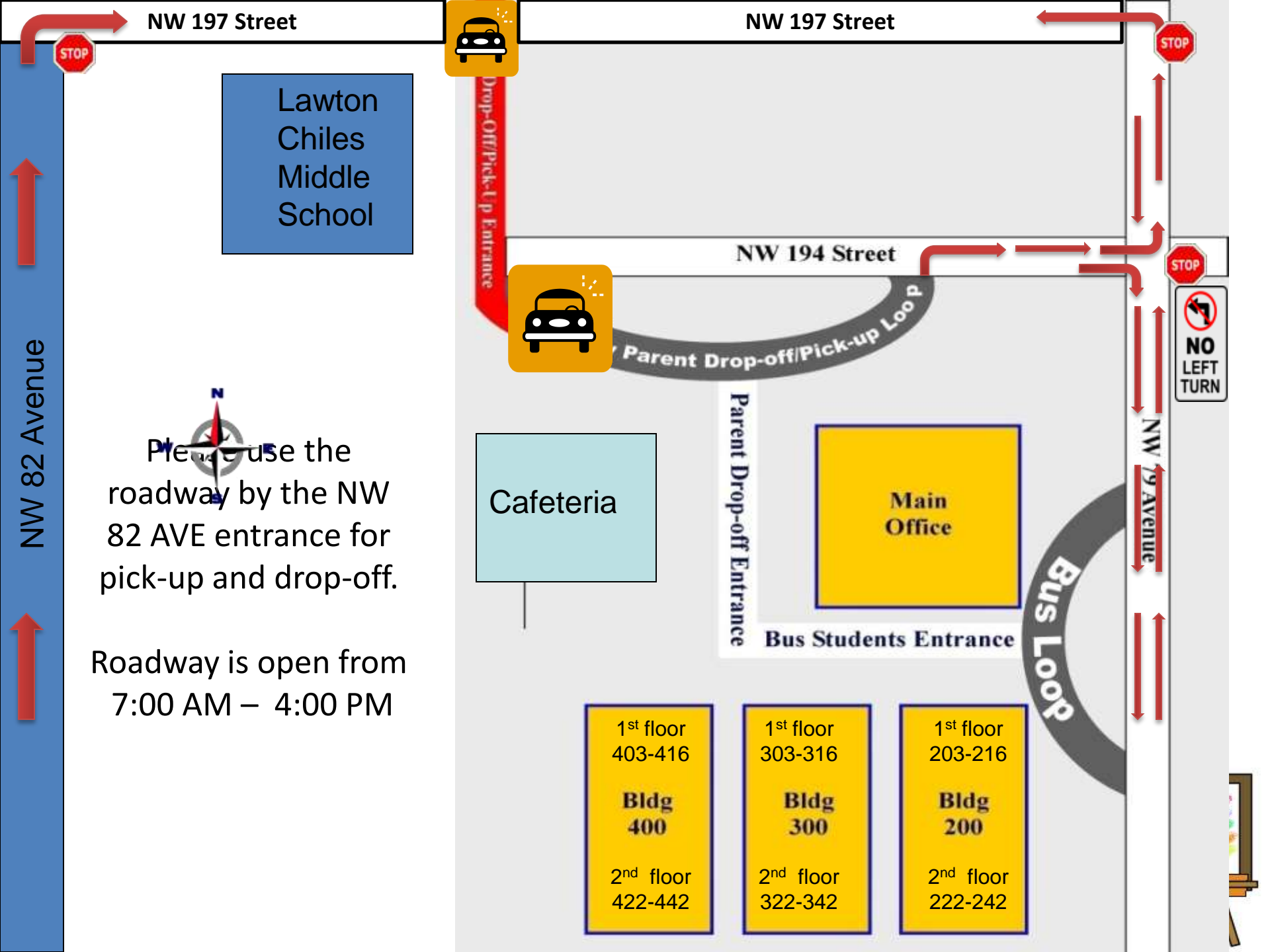


Rainy Day Procedures



- **PLEASE REMEMBER TO PURCHASE RAIN COATS.**
NO UMBRELLAS
- Morning Drop Off
 - Students will be housed in the cafeteria in the interior hallways of each of the buildings. (K-ECC Cafeteria; 1st : first floor 200/300)
(If raining significantly: 2nd: 1st floor 400, 3rd : 2nd floor 200, 4th and 5th: 2nd floor 300 & 400)
- Dismissal
 - Parents will pick up students in their respective classrooms at the Early Childhood Center for kindergarten (ECC only)
- Bus students will be housed in the main cafeteria or first floor 200 bldg.
- Walkers will call home for possible pickup.





NW 197 Street

NW 197 Street

STOP

STOP

Lawton
Chiles
Middle
School

NW 194 Street

STOP



NO
LEFT
TURN

NW 82 Avenue

NW 79 Avenue



Please use the
roadway by the NW
82 AVE entrance for
pick-up and drop-off.

Roadway is open from
7:00 AM – 4:00 PM

Cafeteria

Parent Drop-off Entrance

Main
Office

Bus Loop

Bus Students Entrance

1st floor
403-416

**Bldg
400**

2nd floor
422-442

1st floor
303-316

**Bldg
300**

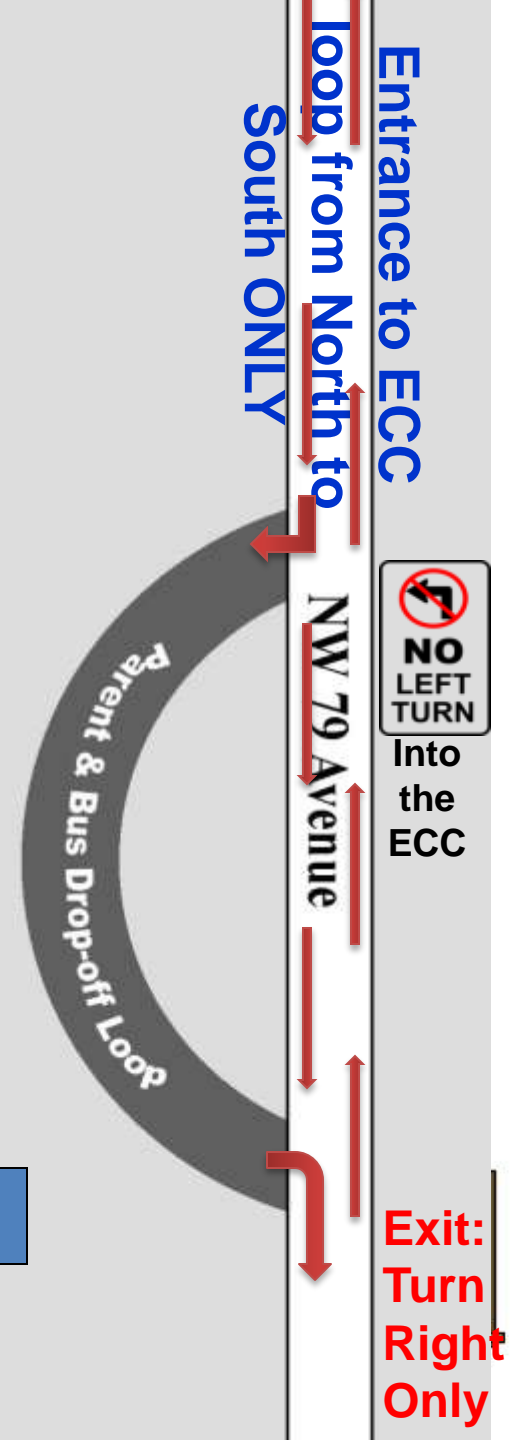
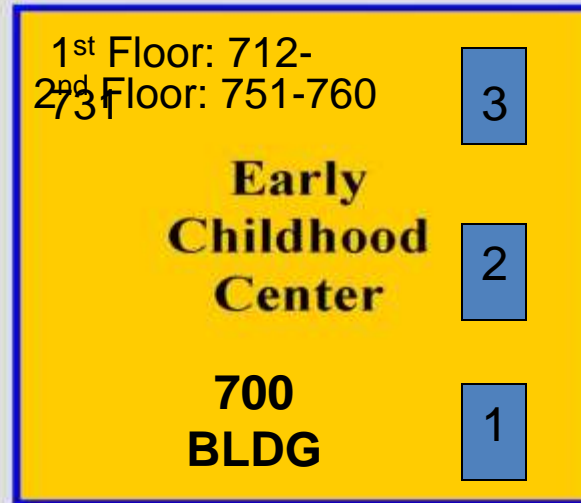
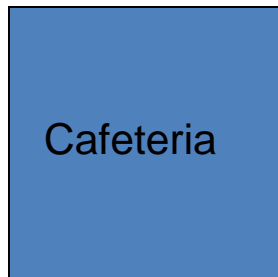
2nd floor
322-342

1st floor
203-216

**Bldg
200**

2nd floor
222-242

Drop Off Procedures Early Childhood Center



Bus Eligibility



- Bus eligibility: two miles or more from school. You should have received a post card from the Transportation Dept. through the mail. Info available in parent portal @ www.dadeschools.net
- If you have any questions regarding Bus Eligibility please visit the Spanish Lake Main Office and see Raquel Dominguez or call Transportation Dept. (305) 633-6909. Please note: school does not make transportation eligibility decisions.
- Private buses are parked by east side bus area before and after school for inquiry of service.



After Care

After School ALL STARS

Main business Office-786-517-2868



	<p>Before Care 7am-8:30am (if have at least 15 students enrolled) in Main Bldg.</p> <p>After Care: 2pm-6pm: After care price includes snack, childcare/activities by counselors with extensive background check, homework help and tutoring by certified teachers.</p>	<p>-\$20/week (before school care) -\$80 /biweekly (after care) -\$40 Registration fee One time insurance fee</p>
Registration	8/13/14	Main Campus 9am – 11am
	8/18 – 8/22 in Main Cafeteria	7am – 9am; 1pm – 6pm





Cafeteria



- Breakfast is free for MDCPS students
- Lunch Prices
 - Full price: \$2.25
 - Reduced price: \$ 0.40
- Payments will be accepted in the cafeteria on Mondays from 7:30a.m-8:30a.m. Any other day, payments will have to be paid through PayPams online service (most efficient way) at www.PayPams.com, or student pays in line. Students can also pay daily.
- Please pay on time, If students don't pay for lunch for 3 days, an alternate lunch will be provided.



Free and Reduced Lunch Applications

- You can apply online at: <http://nutrition.dadeschools.net>; you need your parent pin and student ID #. (Office staff will provide you with your pin)
- The media center will be opened after the orientation tour for completing your child's lunch application online. (**Spanish Lake staff members will be available today to assist you in completing this process in the media center.**)
- Everyone is highly encouraged to apply. Free and reduced lunch brochures explaining how to apply on line will also be sent home for completion on 8/18/15. **If you have applied online you do not need to complete the form again.**
- Free and Direct Students (i.e. food stamps, etc) will receive letter of eligibility on 8/18/14. No need to reapply.
- Last year free & reduced status good until 9/19/14. Must re-apply each year and before deadline. After 9/19/14, children pay lunch with new status.



BISO (Bilingual School)

- Grades K-5: Spanish everyday +one content area in Spanish. (300 minutes weekly).
- Accommodations will occur, if necessary for monolingual students.
- NEW FLORIDA STANDARDS
- AIR: New Assessment 3-5



Class Assignments

- Class assignment postcards sent home this week. Utilize portal for room # and transportation eligibility on 8/15/14 after 5 p.m. New student registration will be able to view class assignments outside of the main office and ECC on 8/18/14.



District Digital Convergence

- All M-DCPS schools have Smart Boards or Promethean Boards for instruction and learning convergence in 2014.
- Parents have special Comcast internet access prices. (Stay tuned)
- Additional parent/student District internet/computer pricing: wifi.dadeschools.net
- BYOD features. M-DCPS/parents and students have free wifi.



Parent Involvement

- Please join the PTA. Membership is \$10.00 per person.
There are many wonderful events involving student achievement, parent workshops and family events that are promoted by the PTA. The money goes back to the school for student programs. **PLEASE JOIN.**
- PTA will be selling items on selected and advertised days.
- Become a volunteer. Go to the office for volunteer application.
- Go to www.dadeschools.net parent section for more parent information. Please sign up and create your account through the **Parent Portal** for important information and to view child's grades. Please receive your Parent PIN in the office (Picture ID required).



School Website



- <http://sle.dadeschools.net>
- Calendar of school events is posted. Changes made on monthly basis or as needed. Please keep informed.
- Supply lists.
- Link to district food and nutrition website for monthly cafeteria menu.
- Parent/student handbook will be posted for review of policies.
- Links to appropriate and helpful educational websites
- PTA events and information posted.



Thank you for coming

- Please make sure to have signed in for parent involvement documentation.
- Ibiley Uniforms will be selling uniforms in front of the main office after the meeting.
- South Florida After School All Stars will be taking registrations for before and after school care.
- PTA will be selling spirit T-shirts and additional items today.
- School Reps. Available in Media Center to receive parent PIN for parent portal.

