

COUNTRY ISLES ELEMENTARY SCHOOL

2300 Country Isles Road

Weston, Florida 33326

(754) 323-5250

countryisles.browardschools.com



**STUDENT/PARENT
HANDBOOK
2018-2019**



Country Isles Elementary
Educating Responsible Citizens

Dear Parents and Students:

It is our pleasure to welcome you to Country Isles Elementary School. The staff is excited to have you as part of the Country Isles family. We are looking forward to a successful, productive and enriching year.

Country Isles Elementary School's motto is "Educating Responsible Citizens." We are committed to teaching the total child in an atmosphere of respect and dignity for all. With this as our focus, we are educating our children to succeed in a technological, information-based society. We expect our students to become lifelong learners.

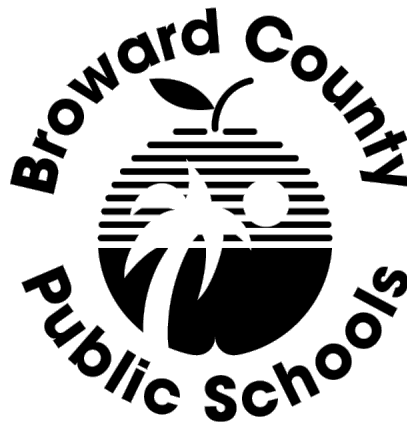
We invite all our parents and community members to become actively involved in the education of our children. It has been proven that when parents participate and become a partner with the school, the children are the "winners." Together we can enrich all of our lives.

This handbook will assist you as an easy reference to our policies and procedures. Our newsletter, the *Country Isles Chronicle*, is published on our website, which is updated often. Both will keep you abreast of current school information and activities. Please call the school at (754) 323-5250 when you have questions, concerns, or compliments.

Everyone at Country Isles is looking forward to a rewarding and exciting year. Together, our motto will become a reality, as we are "Educating Responsible Citizens".

Sincerely,

Mindy Morgan
Principal



The School Board of Broward County, Florida

Nora Rupert, *Chairperson*
Heather P. Brinkworth, *Vice Chairperson*

Robin Bartleman
Heather P. Brinkworth
Abby M. Freedman
Patricia Good
Donna P. Korn
Laurie Rich Levinson
Ann Murray
Nora Rupert
Rosalind Osgood

Robert W. Runcie
Superintendent of Schools

“The School Board of Broward County, Florida, prohibits any policy or procedure which in discrimination on the basis of age, color, disability, gender, national origin, marital status, race, religion or sexual orientation.”

TABLE OF CONTENTS

School Board of Broward County, FL	3
Table of Contents	4
School Calendar	5
Daily Schedule	6
Mascot, School Colors, Motto	7
Absences, Tardies	8
Early Dismissal, Rainy Day Dismissal	9
Walkers, Bike Riders, School Buses	10
Car Riders	11
Traffic Pattern Map	12
Clinic, Medications, Insurance Program	13
Cafeteria	14
Standards of Behavior	15
Discipline Plan	16
Exceptional Student Education, Guidance, Books, Supplies	17
Conferences, Grades	18
Report Cards, Interim Reports	19
Field Trips, School Telephones	20
Homework, Lost & Found, Withdrawals, After-School Child Care... ..	21
Curriculum	22
Parent Groups, Volunteers	23
Visitor & Observation Policy	24
Rights and Privacy Act Letter	25
Mandatory School Uniform Dress Code	26
Safety & Security.....	27
Parent/Student Signature Page	28

AUGUST				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

SEPTEMBER				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

OCTOBER				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

NOVEMBER				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

DECEMBER				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

JANUARY				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

FEBRUARY				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	

MARCH				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

APRIL				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

MAY				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

JUNE				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

- Employee Planning (no school for students)
- Schools & Administrative Offices Closed
- Schools Closed
- Report Cards Issued
- Interim Reports Issued
- Early Release Day
- First & Last Day of School

Hurricane makeup days in order of preference: 10/18/18, 12/21/18, 2/21/19, 3/21/19, 5/9/19, 6/4/19

DAILY SCHEDULE

Office Hours: 7:30 A.M. - 3:00 P.M.

Student Hours: 8:00 A.M. - 2:00 P.M.

Breakfast Program: Breakfast students may enter the cafeteria at 7:30 A.M., but no later than 7:45 A.M. Consideration will be given for late bus arrivals. No one should be on school grounds before 7:30 A.M., as there is no supervision until this time.

7:55 A.M. First Bell-Students report to class.

8:00 A.M. Tardy Bell - Class Begins
Gates around campus are closed and locked.

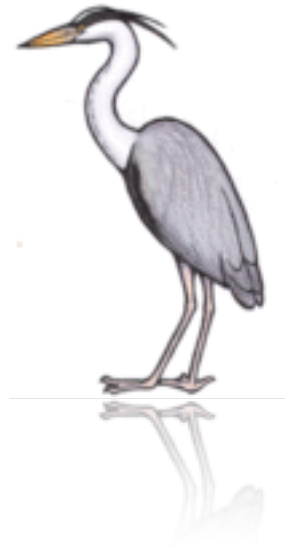
1:55 P.M. Buses are loaded.

2:00 P.M. DISMISSAL TIME



Students must be in their seats prepared to begin work at 8:00 A.M. Students reporting after 8:00 A.M. will be marked tardy by the teacher. Tardies will be recorded on permanent records. It is very important that children arrive to school on time. Habitual tardiness will be handled by the social worker.

SCHOOL INFORMATION



MASCOT

GREAT BLUE HERON

COLORS

GRAY AND BLUE

MOTTO

EDUCATING RESPONSIBLE CITIZENS

MISSION

To ensure that all children entering our school will leave with life skills that will enable them to fulfill their potential to be caring , contributing , productive members of the 21st century.

NEWSLETTER

Country Isles Chronicle - issued monthly on our website

WEB SITE

countryisles.browardschools.com

ATTENDANCE

Every absence must be followed by a note from home or a call from a parent. Our attendance phone number is 754-323-5252. No absence is an excused absence without communication. You will receive an automated call regarding unexcused absences.

If a child has three unexcused absences, you will receive a letter from the State Attorney and the School Board. If you know your child will be out of school more than one week, you should contact the school for make-up work. For absences less than a week, the make-up work should be done when the child returns, and he/she will be allowed twice the time he/she was absent to complete it.

Teachers are not required to send work home with students in advance or who are going away on vacation during the school year. If parents request make-up work due to an extended illness, teachers are given 24 hours to prepare student work that has been missed.

School is not a good place for sick children at any time. Often children miss several days from school when the absence could have been prevented by keeping the child home at the onset of the illness. Allow the child at least 24 hours to recover from fever or an upset stomach. Children who come to school with fevers or coughs will be isolated and sent home as soon as possible.



A good attendance record is an essential component for maximum educational progress. Therefore, it is imperative that your child attend school every day unless he/she is ill.

TARDIES

Students are to be in class on time. Broward County School Board Policy states: "A student shall arrive at school and be in class on time each day..." (#5005.1.3.c.)

Any child arriving after 8:00 A.M. must be accompanied into the office by a parent. For attendance purposes, you must sign your child in. Additionally, when our children are tardy, it disrupts the class. Instruction begins promptly at 8:00 A.M. and it is expected that our children be in the classroom and ready to begin the day at that time. Furthermore, teaching children responsibility is a major goal of our school. As a parent, we ask you to assist us in ensuring that your child arrives to school on time.

EARLY DISMISSAL

Our teachers utilize each minute of the day in order to maximize learning. All students are expected to be in attendance until 2:00 P.M. Early dismissal is for an **emergency ONLY**. and should be avoided. Please try to schedule appointments (doctor, dentist, etc.) after school, if possible. No early dismissals after 1:30 P.M., per District policy. When possible, please send a note with the child(ren) the day of the early dismissal.

Students will be released to the parents on the registration form and to any emergency contacts listed on the registration/Emergency Contact Card with written permission. All students must be signed out through the school office with proper identification. Please limit dismissal changes to a minimum for safety reasons.

In the event of an unforeseen emergency, please have a prearranged plan with your child and see that he/she understands it fully, as phone lines will not be available for outgoing calls at this time. For the school to help you with this plan, an Emergency Dismissal Form will be sent home with your child. Please complete the form and return it to your child's teacher as soon as possible.

RAINY DAYS

A "rainy day" dismissal is not considered an emergency dismissal. Therefore, parents are discouraged from requesting an early dismissal on rainy days due to congestion in the office and parking lot. Children who are to be transported by parents will be dismissed at the regular time. Walkers and bike riders will be held in the classroom until weather conditions permit a normal dismissal. **PARENTS ARE TO INFORM THEIR CHILDREN IF THEY ARE TO BE PICKED UP OR WALK HOME ON RAINY DAYS. SINCE THERE ARE MANY STUDENTS IN OUR SCHOOL, IT IS IMPOSSIBLE TO ALLOW THE CHILDREN THE USE OF THE SCHOOL PHONE FOR THIS PURPOSE.**

On days when we experience dangerous weather conditions at dismissal, all children will remain in their classroom. Parents may park their vehicles and come to the office to pick up their children after 2:00 P.M. Students who have not been dismissed to parents will be detained until conditions warrant a safe dismissal. This procedure is established to ensure the safety of students.



WALKERS AND BICYCLE RIDERS

STUDENTS WHO WALK OR RIDE BICYCLES SHOULD NOT ARRIVE AT CROSSING POINTS MORE THAN ONE HALF HOUR BEFORE THE START OF SCHOOL, AS THE CROSSING GUARDS WILL NOT BE PRESENT. The crossing guards are in authority and are to be obeyed. Bicycle riders are expected to observe all bicycle safety rules including staying on the sidewalks, walking bicycles on campus and parking at the bike racks. Helmets are to be worn by all bicycle riders. Please be sure that all bicycles are locked, because it is impossible to monitor the bike areas during the day. Scooters are not allowed at school.

BUS RIDERS

We want you to travel safely between home and school. In order to be safe it is necessary for you to know and obey the following rules:

1. The bus driver is in full charge of the bus and students. **You must obey the bus driver.**
2. No pushing or “rough-housing” while waiting for the bus.
3. Stay off the road while waiting for the bus.
4. Stay in your seat at all times.
5. The driver has the right to assign certain seats to students to keep order on the bus.
6. Keep your arms and head inside the window.
7. Do not eat or drink while on the bus.
8. Animals, glass containers, sharp objects, balls, bats, or other similar objects may not be carried on the bus.
9. No loud noises are permitted.

The above rules are for your safety and the safety of all the boys and girls who ride the bus. If the rules are not followed, a referral will be given by the driver.

On the first referral, the student will come to the office and discuss the actions with the assistant principal. On the second referral, the student will again discuss the behavior with the assistant principal and parents will be contacted. On the third referral, the student’s bus privileges will be suspended for a minimum of three days. However, if the behavior warrants, immediate suspension can take place.

The number one threat to bus safety is student misbehavior which distracts drivers. We want this to be a safe year for Country Isles students.

Students may not change buses to visit with friends. Students will be placed on their regular bus, including all daycare buses. Any changes require advanced administrative approval.



CAR RIDERS

Car riders may be picked up at the front of the school or at the loop on the east side of the school. Teachers will escort kindergarten and first grade students to the east side loop. All siblings are to meet at the east side loop. All other second through fifth grade car riders will use the front loop.

To insure a safe and orderly arrival and dismissal, please adhere to the following procedure:

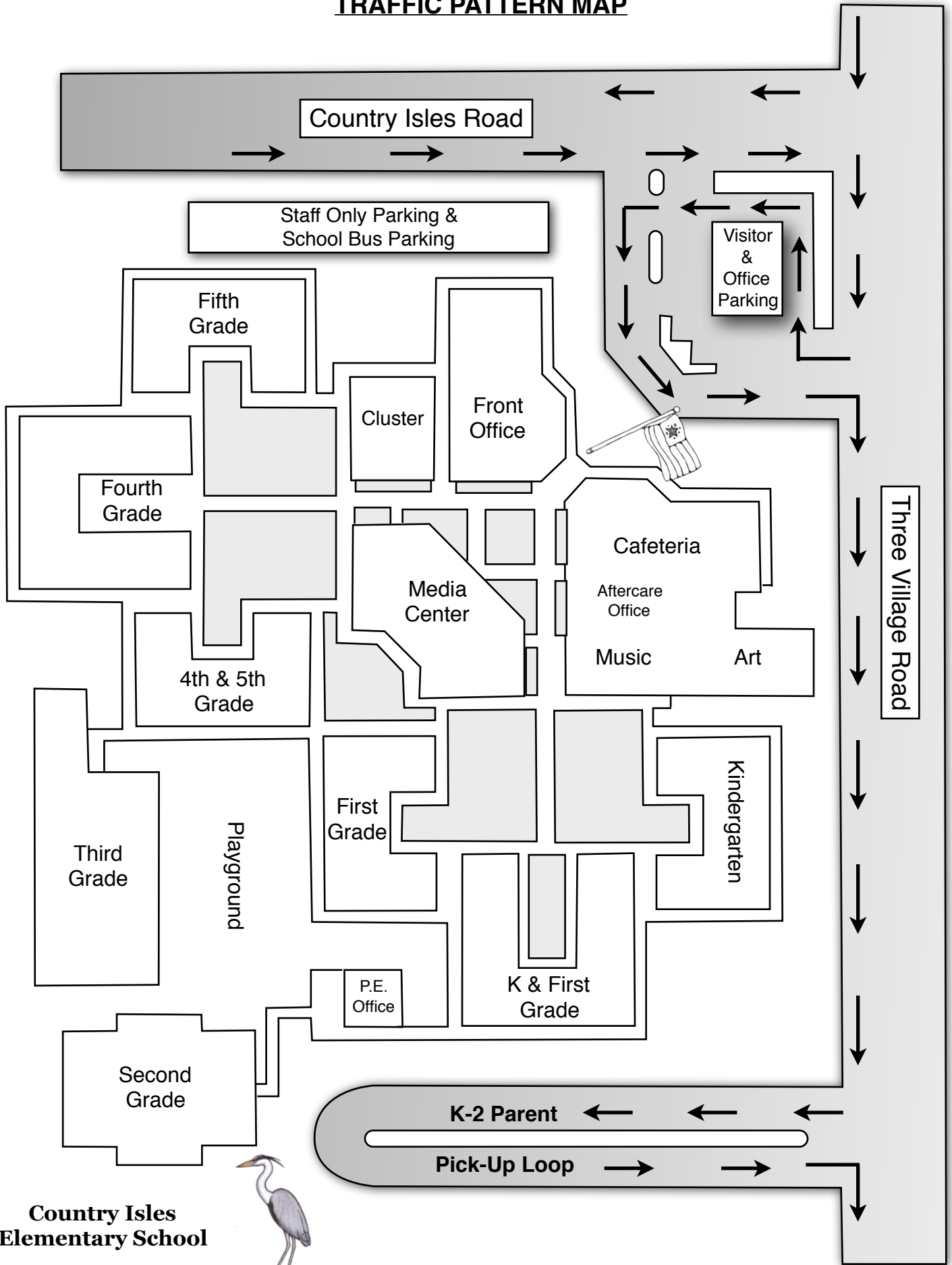
- Please drive your car forward as far as you can to keep traffic lanes open.
- All drop-offs or pick-ups must be made at the sidewalk, not from a left lane of traffic.
- Cars **may not** be left unattended in the moving lane of traffic.
- Children must be escorted by an adult if they are to cross the parking lot.
- Pupils will wait on the sidewalk until their car has moved as far forward as possible.
- **Never call children to your car if it is not at the curb and stopped.**
- Please park only in designated parking spaces.
- Please do not use cell phones in the school zones.
- Due to safety and time issues, teachers will not be able to have conferences or conversations with parents during dismissal time.
- Staff supervision begins at 7:30 A.M. and ends at 2:15 P.M.
- **Only emergency situations are permitted for late pick up.**

Please be patient and do not honk horns. If everyone cooperates, a regular dismissal only takes ten minutes.

Thank you for driving slowly and watching for children.



TRAFFIC PATTERN MAP



Country Isles
Elementary School



CLINIC AND MEDICATIONS

All first aid, if feasible, is administered in the office. Parents are contacted if an illness or an accident has any appearance of a serious nature. A minimum of two people on our staff are certified in first aid.



Under School Board policy, students may not have medication at school unless an **Authorization for Medication Form** has been completed and signed by a physician and is on file in the school office. The Authorization for Medication Form is available in the school office should your child need to be administered any medication during the school day. All medicines (including over the counter) must be kept in the clinic.

WE NEED TO KNOW WHERE TO REACH YOU. It is of the utmost importance that the school office has a current telephone number and an emergency number in case of illness or accident while your child is at school.

The clinic will have a copy of your Emergency Dismissal Form. Please be sure to notify the school office if there are any changes in this information during the school year.



INSURANCE PROGRAM

A STUDENT ACCIDENT INSURANCE POLICY is offered. You have a choice of two plans - School Time Accident Protection or Around the Clock Protection. A Student In-Hospital Sickness Policy is also available. Proper forms will be sent home. The forms must be sent directly to the insurance company. All claims will be handled by the insurance company, not the school.

CAFETERIA

Breakfast and lunch are offered daily. All students, regardless of eligibility status, will have the opportunity to participate in the the breakfast meal program at no charge. The current lunch meal price is \$2.00. Students eligible for reduced meal prices will be charged \$0.40 for lunch.

A cafeteria menu will be posted on our web site.

Students will have two entrees or the salad bar to choose from every day.

Fast food, junk foods, candy, carbonated drinks, aluminum cans, and glass containers are not permitted.

Lunch can be prepaid by the week or month. We suggest you use our online service to prepay for student's meals. You may pay online at www.schoolpaymentsolutions.com, or if you prefer to send in money it **MUST** be in an envelope labeled with the amount, student's name, teacher's name, and grade. Prepaid envelopes should be taken to the cafeteria in the morning. Prepaid money cannot be accepted during the lunch period. Please make checks payable to: "**Country Isles Elementary School.**"



Forgotten lunchboxes/lunch money that is dropped off in the office will be placed on the side counter. **Please be advised there will be no interruptions to the classroom.** On the way to the cafeteria, students can check the office counter for their lunchboxes/lunch money.

Parents may visit their child during breakfast and lunch on Wednesdays. Each parent will sit with their child in the designated Visitor Section, apart from the class. The visiting parents must sign in and out through the front office.

CAFETERIA PROCEDURES FOR STUDENTS

1. Enter and exit the cafeteria quietly. ("Hands Up" means sit quietly and listen.)
2. Remain in your seats at all times.
3. Raise your hands and wait for an adult if you forget anything or need help.
4. Keep your hands and feet to yourself and use proper dining manners.
5. Clean up your table before you leave.

BIRTHDAY CELEBRATIONS



We recognize the students' birthdays on our televised morning announcements, in the lunch line, and in class. Please do not send cakes or treats for your child's birthday. If you would like special recognition for your child, please see Ms. Blanco, our Media Specialist, and purchase a book for our Media Center in his/her name.

STANDARDS OF BEHAVIOR



Schools must provide a learning environment which is orderly, supportive, and safe. Students and parents must know the school's expectations and the consequences of breaking the rules.

The Broward Schools' **Code Book for Student Handbook** describes the rights and responsibilities of students, parents, and the school, in the areas of dress code, attendance, behavior, personal privacy, free speech and publications, and student activities and assembly.

The Code of Conduct defines consequences for behavior in violation of the rules, including those related to drugs, alcohol, and weapons. Possible consequences include school/parent conferences, administrative referral, suspension, and expulsion. Specific consequences are outlined in the district's Discipline Matrix listed in the Code Book.

Grievance procedures for times when students or parents feel they have been unfairly treated also are included in the Code of Conduct.

The district **Code Book for Student Handbook** can be viewed online at:

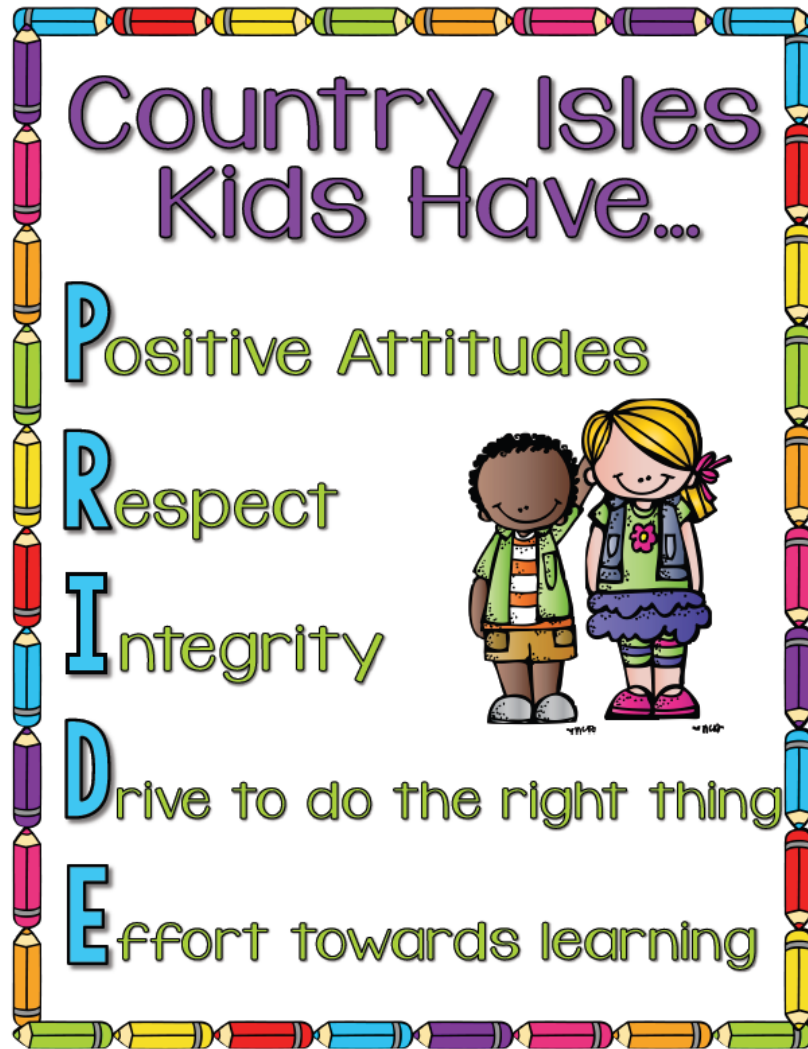
<http://www.browardschools.com/codeofconduct>. The book may be accessed in English, Spanish, Creole, and Portuguese.

Students and parents are required to sign and return a form to school stating that they have read and understood the rules. Teachers spend class time reviewing the code book and answering questions in order to make sure that students understand what is expected of them.

This school handbook is in compliance with the School Board's Code Book for Student Handbook. All the rules of the Code Book, as well as all district policies and procedures, will be followed and may supersede this handbook.

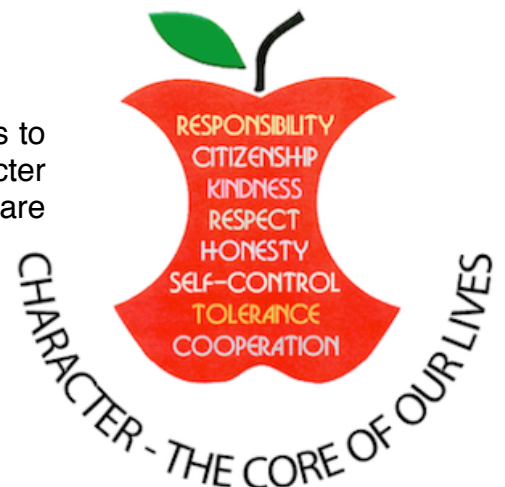
SCHOOL WIDE DISCIPLINE PLAN

All students are expected to adhere to our school-wide positive behavior plan outlined below and are expected to follow procedures for the cafeteria, walkways, playground, arrival/dismissal, classroom and field trips.



CHARACTER EDUCATION

The School Board of Broward County encourages students to be well-rounded and teaches students about good character traits through Character Education. These character traits are tied into our school-wide positive behavior plan.



EXCEPTIONAL STUDENT EDUCATION

Exceptional Student Education (ESE) classes are available for those students with identified special learning needs. Country Isles has classes for varying exceptionalities, gifted, autism, and speech therapy. Each of these students has an Individual Education Plan (IEP) designed to meet their special requirements.

GUIDANCE

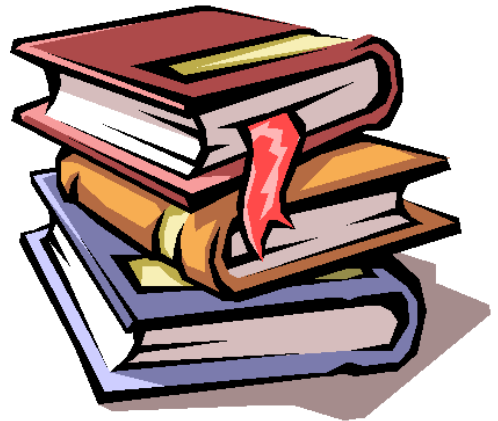
The guidance program is designed to help each student develop emotionally and intellectually.

By means of individual and group academic counseling, classroom instruction, testing, and observing, the guidance counselor helps students know and understand themselves better.

Parents will also be given assistance in understanding their child's needs and development. The school guidance counselor is available for conferences. We encourage parents to utilize this resource.

TEXTBOOKS

The State of Florida furnishes all textbooks and library for loan by the schools. It is the CHILD'S responsibility to keep the books in good condition. Books not returned to the school and those showing abuse are paid for by the student. Students may also access all textbooks online using B.E.E.P.



Occasionally, projects are planned to enrich students' experiences with the curriculum and require materials not kept in school. You may receive letters requesting additional items from the room parent or teacher. These requests are strictly voluntary and all students will participate in all classroom learning activities, regardless of their ability to contribute.

CONFERENCES

Teachers and parents have the same objective-the child's welfare. We can consult each other. By sharing our knowledge we can help every child.



Individual teacher-parent conferences are scheduled throughout the year. Should any concerns come up throughout the school year, contact your child's teacher by phone, note, or email.

Please do not go to the classroom without an appointment to discuss any concerns with the teacher. The students and teacher need this time to work together. If you desire a conference, please contact the teacher via note or email.

GRADES

Grades reflect a teacher's assessment of your child's classroom performance. Teachers regularly prepare and give tests to make sure that students understand the subjects they are being taught. Teachers may also issue grades on homework, projects, reports, class assignments, and class participation in order to arrive at a report card grade. Teachers have the discretion to select which grades are to be recorded, per teacher contract.

GRADING SCALE

Grades 3 - 5 receive letter grades		
Letter Grade	Description	Percentage
A	Outstanding Progress	90% - 100%
B	Above Average Progress	80% - 89%
C	Average Progress	70% - 79%
D	Lowest Acceptable Progress	60% - 69%
F	Failure to Meet Lowest Acceptable Progress	59% or lower
Grades 1 & 2 receive numeric grades		
Number Grade	Description	
1	Consistently Mastering	
2	Developing Skill	
3	Area of Concern	
NA	Not Assessed	



REPORT CARDS AND INTERIM REPORTS

Progress reports (report cards) are issued to all elementary students at the end of each grading quarter (approximately 45 days). A student must be in attendance 25 days each quarter to receive grades.

Parents are asked to examine the report card carefully and review it with their child. The envelope of the report is to be signed by the parent and/or legal guardian and returned to the teacher promptly.

Interim reports are issued midway in the marking period for students who are experiencing difficulty, such as failing, a drop of two or more grades, unacceptable behavior or excessive absences/tardies. Parents must sign and return interim reports. They can be used by either teachers or parents to request a conference. Teachers may also use interim reports to indicate good performance.



FIELD TRIPS

Field trips are scheduled to enhance a planned course of study.

Official permission slips, signed by a parent, must be brought into school before the set deadline. All payments will be made [online](#). Forms and money will not be accepted after the deadline date.

In most cases, reservations must be made before the actual date of the field trip, therefore, money cannot be refunded.

Students who do not show academic focus or good behavior in school will not have the privilege to represent our school on a field trip. If there is a chance that a child will not show correct behavior on the trip, he/she may lose the privilege of participating in the trip.

Note: Only students at Country Isles will be allowed to go on the field trip. Parent chaperones may not bring younger or older brothers and sisters along due to insurance regulations. All chaperones must be registered and cleared through www.browardschools.com/getinvolved prior to the field trip. Volunteer badges must be worn-



SCHOOL PHONES

In order to better serve the students and families, we are asking your cooperation in eliminating the use of office phones for personal calls and messages to individual students. Classes **WILL NOT** be interrupted with messages to students except in extreme emergencies.



Use of the school telephone by children is discouraged. **ONLY** emergency calls will be allowed. Children and parents need to preplan and be responsible for lunch money, homework, and required material needed for the school day. Children will not be permitted to use the telephone for these things or to make arrangements for after school activities or to request to be picked up after school. Please review the use of school telephones with your child.

HOMEWORK

Broward County's School Board Policy states: "The Board recognizes the importance of assigning meaningful and quality homework to students. Research indicates that schools in which homework is routinely assigned and assessed tend to have higher achieving students. Homework fosters student achievement, independence, and responsibility and serves as a vital link between the school and home. Therefore, it is the policy of Broward County Schools that meaningful and quality homework is required at all grade levels in all schools. Homework standards and procedures shall be established by each School Advisory Council."



LOST AND FOUND

Children's sweaters, coats, lunch boxes, etc., should have their names on them. Any lost items will be turned into the office. If your child has lost an item, please check at the lost and found area in the cafeteria. Lost articles which are not claimed within a reasonable time will be given to charitable organizations.

WITHDRAWALS

Notify the school at least one day in advance of withdrawal. Be sure that all textbooks and library books are accounted for and that no money is owed for supplies. The transfer documentation will be issued from the office.

AFTER-SCHOOL CHILD CARE

After-school child care is provided on campus from 2 to 6 p.m. For information regarding registration and fees, you may call Mr. Randy Rollins or Mr. Peter Sanchez in the **Aftercare Office** at **(754) 323-5280**.



CURRICULUM

AN OVERVIEW - The goal of Broward County Public Schools is to meet the needs of all students by providing instruction at whatever level students are capable of achieving. Students are given a solid educational foundation, with emphasis in the areas of reading, math, language arts, sciences and thinking skills.

Additionally, the State of Florida sets standards (New Florida Standards), which are the foundation of instruction in all classrooms. These standards are further refined by Broward County Public School's Critical Content and Performance Indicators which are implemented in the classrooms. Textbooks and other classroom materials are selected from a state-approved list and are provided to all students for their course and grade level.

ELEMENTARY SCHOOL EDUCATION - The Country Isles Elementary School staff works with the total child and child's family in promoting intellectual, social, emotional, and physical development. A strong emphasis on academic skills and life skills builds a good foundation for future learning. Carefully identifying each student's needs and providing an appropriate curriculum helps to ensure prevention and correction of school problems.



All elementary school students study reading, language arts, math, science, social studies, health, physical education, music, art, library skills, and computer education. Students are usually assigned to one teacher for their basic academic subjects.

PARENT GROUPS

Parents are encouraged to become involved in PTA , Advisory Forum, or the School Advisory Council. We also encourage all parents to volunteer. All meetings are announced in the “Country Isles Chronicle” and are open to all parents.

The **Parent Teacher Association (PTA)** is parents and teachers whose primary interest is the education and well being of our students. PTA enables parents to learn about school programs, meet teachers, work on school-wide projects, become acquainted with other parents in the school community.

The **School Advisory Forum (SAF)** is a group of parents whose chairperson acts as a liaison between parents and administration to solve school related issues such as: boundaries , safety, and other areas of interest.

The **School Advisory Council (SAC)** is a combination of parents, teachers, and community members working together to improve student achievement. This includes developing a School Improvement Plan and providing input on the curriculum and budget.

The PTA/Advisory Executive Board meets monthly at 8:30 A.M. SAC meetings are held monthly at 2:15 P.M. Evening general meetings are planned and advertised in the “Country Isles Chronicle.” All meetings will be posted on our website.



VOLUNTEERING

All parents are encouraged to become actively involved in their child’s education by becoming **Volunteers**. No special skills are needed, just the time and energy that you are able to give. We need volunteers in the classrooms, the library, for special events and projects and even to prepare materials at home. A Volunteer Orientation will be held in September to answer any questions you may have. Check the “Country Isles Chronicle” and/or website for the date and time.

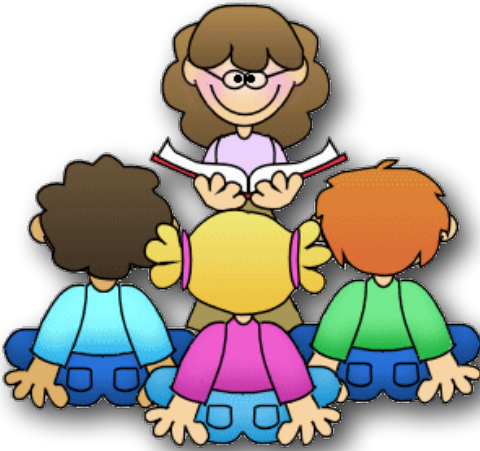
WE NEED YOU!

All volunteers will be required to complete a volunteer application online and must have security clearance before volunteering on campus. Visit the website for more information and the application: browardschools.com/getinvolved. Please be advised when volunteering parents may not bring older siblings.

COUNTRY ISLES ELEMENTARY
VISITOR / OBSERVATION POLICY

If you would like to conduct an observation of your child, or have an independent person conduct an observation, the following procedure must be followed:

24 hour notice given to child's teacher.



Time is limited to thirty minutes per visit, no more than 2 visits per month.

All visitors need to sign in and obtain a visitor's pass before entering any classroom.

Visitors will be accompanied by someone who can answer questions. This will allow the classroom teacher to continue to work with his/her students without interruption.

Rights and Privacy Act Letter

Dear Parent:

The Family Educational Rights and Privacy Act became a Federal law in November of 1974 and was further revised in 1975 and 1976. The intent of this law is to protect the accuracy and privacy of students' educational records. Without the prior consent of the parents or eligible students (over 18 years of age), only parents of such students and authorized individuals having legitimate educational interests will have access to a student's educational records. You also have the right to exercise the waiver of access to certain confidential letters and statements.

You may request an appointment to inspect and review your student's records if the student is under 18. The appointment may be made in person or by telephoning the school at 754 323-5250. The school shall comply with your request within a reasonable period of time but in no case more than 30 days after your request has been made. When reviewing the records, you also have the right to explanations and interpretations of the records and the right to obtain copies of the records. A small charge may be made for the copies of the records but in no case should the charge exceed \$ 0 .10 per page per copy. Upon review of the records if you have reason to believe any of the information contained therein is inaccurate, misleading, or inappropriate, you have the right to challenge the information and make recommendations for changes. If school personnel are in agreement with your recommendations, the necessary steps will be taken to amend or to correct the information contained in the records. If agreement is not reached, a hearing will be scheduled. This hearing will provide you with an opportunity to present your views and to give your reasons for challenging the records. You may bring with you to the hearing, at your own expense, any individual who may be of assistance. Following the hearing, should there be failure to reach an agreement you have the right to appeal the decision to the appropriate Area Superintendent. In the event that your appeal fails at either of these levels of the hearing procedure, you have the right to have entered into the student's record a statement of the issue as you see it.

If the matter has not been resolved and if you believe that this school system or this individual school has not complied with the law, you have the further right to file a complaint with the Family Educational Rights and Privacy Act Office, Department of Health and Human Services, Washington , D.C., 20201. You may read and /or obtain at this school a copy of the official School Board of Broward County Policy 5100 concerning School Education Records.

The rights pertaining to access and challenge described herein are transferred to student upon the attainment of his/her eighteenth birthday or admission to an institution of post-secondary education.

If you have further questions , please contact the school.

Sincerely,



Mindy Morgan, Principal

Modified School Uniform Dress Code

Country Isles Elementary has a modified school uniform dress code.
 (*Exemptions must be submitted within the first 10 days of the school year.)



Tops	
<p>All students: Polo shirts with collar in the following colors: red, white, navy, light blue, and gray. Emblem is optional. Or School Spirit Shirts (sold by the PTA at the front office): Blue, White and Gray</p>	
<p>Bottoms: All students may wear navy, khaki, and black. NO Denim.</p>	
Boys	Girls
Shorts or long pants	Shorts, long pants, skorts, capris, or jumpers
School Spirit Days	
School Spirit T-Shirts can be worn with denim on Fridays.	

SAFETY & SECURITY



In order to ensure the safety and security of our students, the following will take place at Country Isles Elementary:

- A School Resource Officer is on our campus from 7:30 a.m. - 3:00 p.m. The school works with the SRO to review and conduct emergency drills monthly, such as fire, tornado, evacuation, and lockdown.
- Staff members will monitor open gates.
- Gates will be locked after arrival and dismissal.
- All visitors need to enter the front office to sign in. Please know that you will always need to have your government-issued photo ID with you to be allowed on campus, and you will be processed through the Security Tracking and Response (STAR) System.
- Students must wear their ID badges throughout the school day.
- School uniforms will be enforced to easily identify trespassers on campus.



Country Isles Elementary must have proof that every student and every parent or guardian has had a chance to review the Parent Handbook. Your signature means that you have read the Parent Handbook, understand its contents, and reviewed it with your child. **Please return this form to your child's teacher.**

Parent/Guardian (Please Print) _____ Date _____

Parent/Guardian Signature _____ Date _____

Student Signature _____ Date _____