



PETERS ELEMENTARY SCHOOL

The Panda Press

August 2019



Welcome to Peters Elementary, the best in Planation. At least, that's how we feel. We are building a unique spirit of cooperation and mutual respect that creates an atmosphere in which children can thrive and be successful.

Your child will bring home many handouts the first week of school. However, after the first two weeks, our primary form of communication with you will be electronic and through the BCPS mobile app (please register at <http://browardschools.com/MobileApp>). If you haven't done so already, please download the mobile APP on your cell phone. You will receive push notifications for last minute reminders and current Happenings at the Park. The only items that will be sent home are sign and return forms or money collections that need to be submitted through estore.browardschools.com. Also, all field trips will be paid online. The school's web site will be updated frequently and contains important policies, procedures, information, links, and handbooks. It is your "go to" site. On the School Board web site, you will find the **Code of Student Conduct Handbook**, which gives information you and your child should know to be in compliance with policies and procedures that schools follow. You will need to access the Online Back to School Forms link to complete all the necessary documents for this school year. Once you have completed the forms, you will receive a confirmation document that needs to be given to your child's classroom teacher. This year, we will also be providing a hard copy of the forms for your convenience. There are signature pages that need to be signed and returned to your child's teacher no later than Wednesday, August 21st.

Please don't forget that all stakeholders visiting the school must sign in through our STAR System to receive a badge before entering our campus and you **MUST** come back to the office to sign out and return your badge when leaving. Also, please make sure that your badge is visible at all times so that we can ensure the safety and security of everyone on our campus.

Students continue to register for several weeks. After Labor Day, class size usually stabilizes. It may be necessary to make changes in September to balance class size. Sometimes we must dissolve or add classes to be in compliance with state law class size targets. We appreciate your cooperation should that become necessary.

Parents interested in providing input into the performance evaluation of Peters Elementary instructional and/or administrative employee evaluations, may contact our office at 754-322-7900 by April 20, 2020.

We keep a professional environment always on campus, thus all adults that enter our building are required to act and behave in a manner that is suitable for all children. Any adult visitor who uses profanity, makes threats to others, or acts in an inappropriate manner will lose the privilege of entering our building while students are present. We do appreciate our parents and guests who model respectful behavior in front of our students. Parents are asked not to engage with others who act inappropriately, and, that if you witness such violations, you report it to an administrator or support staff member immediately.

This first two newsletters will provide some helpful information for the first week of school and our safety procedures. The next newsletters of "The Panda Press" will be published monthly.

We will be allowing parents to walk their child(ren) into school on Wednesday, August 14th, through Friday, August 16th. We want to thank you in advance for coming to Meet Your Teacher Day. It does eliminate many of the worries and jitters associated with the first day of school. By working cooperatively, we can make this a terrific year.

Sincerely,
Susanna Deutsch, Principal
Jessica Temple, Assistant Principal

MEET OUR NEW STAFF

Ms. Gracie Biesh – ESE Specialist

Ms. Harolyn Smith, Micro Tech

Ms. Alysia Nixon, Campus Monitor

Mr. Greg Landburg, Music Teacher



CODE OF STUDENT CONDUCT/BACK TO SCHOOL FORMS

"Parents and students, the Code of Student Conduct Goes Green! Parents are invited to review the Code of Student Conduct Handbook and complete the required forms by accessing the Back to School Forms link found on the Broward Schools' webpage at: <https://browardschools.com/backtoschool-onlineforms>.

We will be providing the forms to you in a hard copy as well for your convenience. It is imperative that you return either the online verification form OR the hard copy signature forms to your child's teacher.

VISITORS

All visitors MUST first report to the office when coming to school. There you will sign in and receive a visitor badge. Parents who have conferences must be announced over the intercom. Visitors on campus should wear their badges, visit their designated location, and then sign back out in the front office. This is a school safety procedure and it also protects instructional time. **You will need photo ID for the visitor badge.**

After 8:10 am, we do not want to interrupt instruction. We request that you not stop by the classroom without a prior appointment. If you need assistance, there is always a support staff member who can speak with you.

Visitors who have question, concerns, or would like to register their child are welcome to come to the office between 9:30-10:30 a.m. and 12:00-1:00 p.m.



SUPERVISION

There will be adult supervision on campus between 7:40 to 8:10 am and 2:10 to 2:40 pm. Please **DO NOT** drop students off before 7:30 am. State law specifies supervision is required 30 minutes before and after school hours. We must adhere to this state regulation.

ARRIVAL

If your child will be a car rider, there is only one car loop used in the morning. It is the driveway entered and exited from 70th Avenue. The gate will open at 7:30 AM. The bus loop facing 70th Avenue is only for buses. Staff members assist with morning arrival to keep the car line running smoothly. Please follow their directions because it does improve traffic flow. Pull up as far as possible to drop off. **HAVE STUDENTS READY TO EXIT THE VEHICLE WHEN THE CAR COMES TO A COMPLETE STOP.**

Parents may walk students to class the **FIRST THREE DAYS ONLY**. We would prefer parents walk to class just the first day because our sidewalks become very congested. Kindergarten, first and second grade students wait inside the cafeteria. Kindergarten parents may wait in building 6 just the first three days, because it would be too crowded on a continuing basis.

Students in other grades wait outside their buildings/classrooms with adult supervision. Encourage your children to be independent and walk to their waiting area on their own. They will be proud of having that responsibility. Say goodbye at the gate or in the car to alleviate congested sidewalks.

DISMISSAL

Children will be dismissed according to the directions on the form you complete at Meet Your Teacher Day or the first day of school. We prefer not to make any changes in a student's dismissal unless we have been notified in writing by the parent. This is for safety reasons because students may be confused as to how they go home. It is best for them to follow the same procedure **EVERY DAY**. Establish those routines early.

Walkers, bike riders, bus riders and after care students are dismissed to their areas. Crossing guards are posted by 70th Ave. and Plantation Road as well as 68th Ave. and Plantation Road to assist walkers and bike riders.

The car loop on 70th Avenue will open at 2:05 PM. Staff will be directing traffic to help drivers know where to go. Please be patient. Things are usually slower the first two or three weeks of school as procedures are being learned. **DRIVERS MUST STAY IN THEIR CARS. Only parents required to sign their children out may quickly exit their vehicle. Please pull up as far as possible to the sign "First Car Stop Here".**

During dismissal, all car rider parents **MUST** hang the plastic car tag from the mirror every day. This will help expedite the process and ensure that your designated person is permitted to pick up. Student dismissal begins at 2:10 PM. Students picked up after 2:40 PM, will need to be signed out in the front office.

BUS STUDENTS

If you are eligible for bus service, you will receive a card in the mail, which is your bus pass. Please give the pass to the driver the first time the child rides. Only eligible students may ride a bus, and only ride their assigned bus. If you live more than two miles from the school and did not receive a pass, please contact Central West Transportation at 754-321-4150 to determine eligibility to ride.

ABSENCES AND TARDIES

The best way to communicate your child's absence is to call the attendance line at 754-322-7902 to report the reason. We are required to enter on the computer all absences unexcused until we hear from the parent. When calling in an absence please make sure to include the following: Name of child, classroom teacher's name, date of absence, and reason for absence. It is imperative that you state the reason of absence so that we can code the absence correctly. Without the reason for absence, your child is still marked unexcused. You may also send a note to the teacher.

The State Attorney's office pulls our attendance data and will contact parents by letter about truancy after 3 unexcused absences. That letter has a serious tone. Please understand that we do not write it. Call us immediately so we can correct our data. Excused and unexcused absences, along with tardiness and early sign-outs will be counted when determining a student's pattern of non-attendance. A "pattern of non-attendance," is defined as a student being absent from school a total of 30 hours (5 days) in any one marking period or 60 hours (10 days) within 90 days. This policy can be found on www.browardschools.com. Students arriving after **8:10 am** must come to the front office and will be marked Tardy.

Please be reminded that only the following reasons will be considered an excused absence:

Illness. Students who expect to miss at least 15 consecutive school days due to illness, a medical condition, or for social/emotional reasons, or who would miss excessive days intermittently throughout the school year for the same reasons and could benefit from instruction, should obtain a copy of the Hospital/Homebound referral packet from the Hospital/Homebound contact person at their school.

Illness of an immediate family member.

Death in the family.

Religious holidays of the student's specific faith.

Required court appearance or subpoena by a law enforcement agency.

Special event: Examples of special events include important public functions, education enrichment activities, conferences, state/national competitions, college/university campus tour/visit as well as exceptional cases of family need.

Scheduled doctor or dentist appointments, and you must provide documentation from the visit.

Students having or suspected of having a communicable disease or infestation that can be transmitted are to be excluded from school and are not allowed to return to school until they no longer present a health hazard (F.S. 1003.22). Examples of communicable diseases and infestations include, but are not limited to, fleas, head lice, ringworm, impetigo, and scabies. Students are allowed a maximum of five (5) days excused absence for each infestation of head lice.

Students on field trips, students who attend alternative-to-suspension programs, or internal in-school suspension programs are not considered absent.



ARRIVAL AFTER 8:30 AM

The gate on 68th Avenue will be the only way to access the school after 8:30 AM. Our Campus Monitor will check your picture identification before allowing you on campus. If the gate is closed, please call the number on the sign and a staff member will open the gate. When coming to Peters Elementary ALWAYS bring a picture ID. We will not allow anyone on campus or to retrieve students without proper identification.



SEVERE WEATHER

If we call a severe weather dismissal, please wait in your cars until bus riders and after care students are dismissed. You will hear the announcement over the loudspeaker. Once the weather permits, we will bring car riders to their designated area for pick up. Stay in your cars and follow the flow of traffic.

Walkers, back gate, and bike riders will be dismissed if there are no lightning alerts or heavy rain. Rainy days do take longer, so please be patient.

FORGOTTEN ITEMS

In an effort to limit disruptions to instructional momentum, we will call classrooms only for forgotten lunches. Please ensure that your child leaves home with all necessary items such as their lunch, agenda, homework, projects, jacket, raincoat, etc. PLEASE pack a poncho in your child's bookbag for rainy day dismissal.



MEAL PRICE AND LUNCH PROCEDURES

Student lunches are \$2.00, breakfast is free, and milk only or reduced price lunch for eligible students is \$0.40. Meals may be paid for by check or cash in advance or daily in the serving line. Please have your child take advantage of enjoying a healthy breakfast to kick start a successful learning experience. Breakfast will be served from 7:30 AM to 8:05 AM.

If your child received free or reduced lunch last year, you are required to complete a new application this school year online at www.schoolapps.com. If you are unable to complete an application online, contact Food and Nutrition Services at 754-321-0250 to receive a paper Multi-Child Application for Meal Benefits.

For your convenience, you are able to pay online for your child's lunch. Please visit www.myschoolbucks.com to register. You will need your child's Florida Student Identifier (FSI) to register. There is a \$1.95 service fee each time you add money to your child's account.

We will not be selling ice cream during the first two weeks of school as our students learn our lunch procedures and routines.



BROWARD SINGLE SIGN-ON (SSO)

Broward Single Sign-On (SSO) is the one-stop access to most of the website applications on a student's Launchpad where they will be able to accomplish their educational needs. Please visit sso.browardschools.com to start using Broward SSO. There will be a one time registration process.

Open House

Open House gives is a perfect time to get to know your child's teacher better and to learn about the classroom environment and curriculum. We hope you will join us on:

6:00-6:30 PM in the Cafeteria

6:30-7:30 PM in the Classrooms

Grades 3-5 August 28, 2019

Grades PreK-2 September 4, 2019

We kindly request for adults only to attend Open House. However, we understand if that is not possible.

BIRTHDAYS

Please **DO NOT** bring in food/treats, goodie bags or balloons for your child's birthday. All children will be recognized on their birthday by having their names announced on morning television.



eStore For School Purchases

We use an online system for all activities that require payment such as field trips, special events, student obligations, identification badge replacement, etc. You can set up an account at <https://osp.osmsinc.com/browardfl/>. **NEW** this year is an APP you can download on your phone which will make access to the online payment service much easier. Please follow the instructions on the following pages.

We are delighted to welcome you to Peters. So many rules and procedures may seem unfamiliar, but we have found they contribute to an orderly, safe environment for learning, which we all want for our children.



Sincerely,

Susanna Deutsch, Principal
Jessica Temple, Assistant Principal
Peters Elementary School



The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, genetic information, marital status, national origin, race, religion, sex or sexual orientation. The School Board also provides equal access to the Boy Scouts and other designated youth groups. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Educational Opportunities/ADA Compliance Department & District's Equity Coordinator/Title IX Coordinator at 754-321- 2150 or Teletype Machine (TTY) 754-321-2158.

Online School Payments Parents Quick Start



Thank you for using Online School Payments (OSP)! To get started, please follow the instructions below. To watch a video on how use the OSP Web Store, please see: tinyurl.com/OSPPurchase

Parent Store and Parent App

- OSP Store – where parents can purchase items online. To find your store: osmsinc.com/login/
- OSP the app – optional mobile app so parents can buy items. More info: osmsinc.com/osp-parent-app-release/

How to Login

1. Select your School District as a parent
2. Enter or create a Username and Password
 - In the OSP store, select **log in** (person icon in top right corner)
 - In the OSP app, parents must **log in** → select state, district, school category, and school as needed

How to Complete your Purchase

1. Login and determine if you need to buy **ala cart items** or if you need to pay a **student debt/invoice/obligation**
 - Ala cart items can be found under your school or department name. Please select its **category** then select the **school name**. For example: Springfield is listed under Elementary.
 - Everything else can be found on the **Pay Obligation page** in the main blue bar or by will display directly under the **student's name in the app**
2. Go to **Shopping Cart** to confirm items
3. Continue to **Checkout**.
 - Add **Student Profiles**, **billing info**, agree to payment terms, add any notes if desired, and add **credit card information**.
4. Select the **Place Order** button. A successful purchase will show an **Order Number** and issue you a receipt via email

How to Add Students

1. Login into the OSP Store or App
2. **Select Add New Student Profile** → Add details like **First Name**, **Last Name**, and **Student ID** → **Save**
 - In the OSP Store
 - if checking out, on **Step 1 of 4** → select the **Add Student Profile** button in top right corner.
 - if logged in, go to the **Your Account page** → **Account Menu** → **Student Profile** → **Add Student Profile**
 - In the OSP App
 - **Main Settings icon** (⚙) in the top left → **Add Student**
3. Your Student Profile should now be saved and you can now continue with your purchase

Support Team Help

If you have any questions about Online School Payments or need any assistance getting started, please contact the OSMS support team first at support@osmsinc.com or 703-378-8299 x204.

Online School Payments Parents Quick Start

Frequently Asked Questions (FAQs)

1. Do I need to make an user account? Can I just be a guest?

You need a user account. OSMS does not allow for guest access at this time.

2. I do not want to share an account. Can I have my own?

You can share accounts with family members if you like but you are welcome to have your own.

3. I have more than 1 student. Do I need to make a user account for each student?

No, you can have multiple students in 1 user account.

4. I can't login

To locate your username and/or password, please see your email or go to the **Store** → **Login** → **Forgot Username and/or Password**

5. I can't find my item for sale

Please contact your school's bookkeeper or teacher to confirm if your item is available for purchase.

6. Do I need to make and/or use a Student Profile? Do I need to add my student?

For most items yes, otherwise the school won't know what student has paid.

7. My student isn't in the system

Please add your student. Instructions can be found in this Quick Start.

8. My student won't save

Please make sure you're using your student's official Student ID. It must match exactly with what's on file with your school district. You may contact your school's bookkeeper or teacher for assistance.

9. I just placed an order. Do I need to tell the school?

No. Your school will receive a receipt as well and will get your money shortly.

10. I need a refund or do a return

Any funds are the schools' property. You must contact your school's bookkeeper or teacher for assistance.

11. I bought a physical item. When and where can I pick that up?

You may contact your school's bookkeeper or teacher for assistance. OSMS does not ship items.

12. How will the purchase appear in my credit card statement?

You will see Online School Management Systems, Inc. with Sterling VA. You will also see your school's name.