



# Sunset Lakes Eagle Express Congratulations on Being an "A" School



August 2019  
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The School Board of Broward County, Florida Heather P. Brinkworth, Chair, Donna P. Korn, Vice-Chair, Lori Alhadeff, Robin Bartleman, Patricia Good, Laurie Rich Levinson, Ann Murray, Dr. Rosalind Osgood, Nora Rupert Robert W. Runcie, Superintendent of Schools

**Mission Statement and Philosophy** – The mission of Sunset Lakes Elementary is to serve the students, staff, and community by: instilling the love of learning and preparing students for the future. Central to this mission statement is the unwavering belief that all children can learn and that providing a myriad of opportunities. The staff at Sunset Lakes is committed to providing every student with a safe and nurturing environment. Our teachers utilize technology and research-based curriculum programs to encourage students to reach their highest potential. Parents play an integral role through volunteering, supporting our teachers, and participating on our School Advisory Committee (SAC) and Parent Teacher Student Association (PTSA).

Dear Parents and Community,

Welcome to the 2019-2020 school year. I am eager to start the new school year as your principal. I briefly taught in Dade County and have been with the Broward District for 19 years with 12 years as an administrator. My experience includes years at Palm Cove Elementary, Chapel Trail Elementary, Sawgrass Elementary, Endeavor Primary Learning Center, Flamingo Elementary, and the Office of School Performance and Accountability as an Intern Director.

I am excited to serve in the Everglades Innovation Zone, the outstanding community in which I reside. On a personal note, I am a native Floridian and I am married with a daughter who will attend Sunset Lakes. I am looking forward to being involved in many community events and activities.

My office manager/confidential secretary is Mrs. Randi Morales, who has been a resident of Miramar for 39 years. She has worked for Nova Blanche Forman Elementary, Nova Middle School, as well as Flamingo Elementary and has over 20 years in the District. She and I look forward to meeting all of our stakeholders.

Sincerely,

Janice Crosby Goulette, Principal



## **CAMPUS SAFETY**

*"Safety First is Safety Always" – Charles M. Hayes*

Safety and security is very important. Please read through the newsletter in detail and ensure each time you visit the school to bring your identification. All school drills and safety events will be communicated regularly.

### **Facilities Update**

- The fumigation process for termites is complete and the building is safe for all staff and students.
- The main office carpet has been removed and replaced with tile.
- The front door buzzer and back door reading card has been funded and is coming soon.

### **Volunteer Information**

Returning volunteers who received a badge during the 2018-2019 school year, **do not** need to complete a volunteer application. These volunteers will be automatically screened for the new school year and approved volunteers will receive a confirmation e-mail. All new volunteers must fill out an application and be screened at [https://webapp.browardschools.com/sbbc\\_volunteer/VolunteerForm.aspx](https://webapp.browardschools.com/sbbc_volunteer/VolunteerForm.aspx).

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 contact the Director, of the Equal Educational Opportunities/ADA Compliance Department & District's Equity Coordinator/Title IX Coordinator at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act Amendments Act of 2008 (ADAAA), may contact the Equal Educational Opportunities/ADA Compliance Department at 754-321- 2150 or Teletype Machine (TTY) 754-321-2158.



## **Open House**

*Open House will be  
Friday, August 9, 2019.*

*Second and Third Grade  
2:00 – 3:00 p.m.*

*Pre-K, Kindergarten, and Fifth Grade  
3:30 – 4:30 p.m.*

*First and Fourth Grade  
5:00 – 6:00 p.m.*

Please check into the front office and there will be school staff with class lists to guide you to your location. You may bring in your child's school supplies at that time. Please park in the front of the school on 25<sup>th</sup> Street.

### **Arrival and Dismissal**

#### **Arrival**

On Wednesday, August 14, parents may accompany their children to the classrooms. On Thursday, August 15, parents of students in kindergarten and first grade may walk their child to the cafeteria. For grades 2 through 5, parents must use the car line to drop their child off.

Friday, August 16 is Independence Day. No adult will be allowed to accompany their child into the building. School staff will monitor and assist all students. Please do not drop off your child prior to 7:30 a.m. as there is no supervision on campus prior to that time.

- Bus students will be met by a staff member and will be directed to their designated area.
- Car riders will be met by a staff member in the front of the school and directed to their designated area.
- The designated area for Pre-K, K, and first grade students is in the cafeteria at their assigned table. Teachers pick up their class at 7:55 a.m. By the third week of school, kindergarten and first grade students will sit outside their assigned classroom.
- Second through fifth grade students will go directly to their classroom. Students are to sit on the floor outside the classroom, read a book, and wait for directions from the teacher.
- Teachers open their classroom doors at 8:00 a.m.
- Students arriving after the 8:00 a.m. bell will be marked tardy.

#### **Breakfast/Free-Reduced Lunch**

Sunset Lakes and all Broward County Schools have free breakfast for all students. Breakfast is served daily from 7:30 to 7:50 a.m. in the cafeteria. Please arrive by 7:30.

All free and reduced lunch applications are submitted on-line. The website to complete the application is [www.applyforlunch.com](http://www.applyforlunch.com). If you need assistance in completing the application, please come to the school and we will be happy to assist.

#### **Gate Procedures**

There will be a single point of entry at the front of the school during the school day. Both the front and back entrance gates will be locked daily at 8:30 a.m. and reopened at 1:30 p.m. for dismissal. The front gate will be supervised during the school day by a Campus Monitor. The Campus Monitor will ask for identification and what your business is at the school. At times, due to inclement weather conditions, there may be a longer than usual wait.

#### **Dismissal**

If you are driving to pick up your child, he/she will be seated on the sidewalk in front of the school. Parents must pull up to the curb with their child's name on the designated car sign that is hung from the rearview mirror. Please do NOT use your cell phone while driving on school property. Students will be called via radio and directed to their car. All children must be loaded on the passenger side of the vehicle, not the driver's side. Once your child is safely in your car, you may use the left lane to cautiously exit the car line. Parents must not park and come into the building unless they have an appointment with the teacher. If you are walking to pick up your child, please use the sidewalks and/or crosswalk.

Other students will be dismissed as follows:

- Bus students will be dismissed to their buses through the rear doors.
- Walkers and bike riders will be dismissed to the walking gates.
- Soaring Eagles Academy After-Care kindergarten and first grade students will be picked up in the classroom by a counselor.
- Second through fifth grade students will walk to the cafeteria to meet their counselors.
- STAR program aftercare will be dismissed with the bus students to meet their counselors out back.

If you have an appointment/conference and are parking your vehicle, you may park in specifically marked parking spaces only. Parking in the exit lanes and/or the grass areas are prohibited. If there is a change in the way your child goes home, notify your child's teacher in writing at the start of the school day. All changes must be made before 1:30 p.m.



#### **Security Tracking and Response (STAR)**

All visitors to the campus must sign in to the front office through the STAR system and show a United States issued government identification, a valid driver's license, or a passport while conducting school business. If you do not have identification, you will be asked to conduct your business/conference in the front office.

In addition, starting this school year, all early sign-outs and late sign-ins of students will go through the STAR system with the same identification procedure. Please be patient, as we have one STAR checkpoint.



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### Identification Badges

All staff members, District employees, and vendors, will have District issued identification badges on at all times.



Students will be issued identification badges and must wear them at all times. The student ID badges will remain at school. If a child misplaces his/her ID badge, they must contact the front office.

### Classroom Doors

Classroom doors will be locked at all times.

### School Drills/Parent Link

We will continue to have monthly fire drills, and twice-yearly tornado Drills. In addition, we have mandatory monthly lockdown drills. A parent link will be sent out after fire/tornado drills and before AND after lockdown drills. It is very important that your correct phone number and e-mail information is on file for these important messages. Parent link messages will be sent out every Monday evening regarding upcoming events and activities at the school.



### Sunset Lakes Uniform Policy

School uniforms are mandatory at Sunset Lakes Elementary. Students may wear a red, white, or navy-blue polo shirt with khaki or navy-blue pants, shorts, skirts, or skorts, and closed-toed shoes. Polos may be worn with or without the school logo. Our school uniform store is Planet T but uniforms can be purchased anywhere. Students may wear spirit shirts on Fridays with uniform bottoms. Spirit shirts are available for purchase through our PTSA and will be available at open house. Jeans are not part of our dress code. Students not adhering to the dress code will receive progressive consequences.



*Please download the Saferwatch app and/or the FortifyFL app from the Apple or Google store*

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