

**BEACHSIDE
MONTESSORI
VILLAGE
(B.M.V.)**

Broward's First Pre-K to Grade 8
Public Montessori Magnet School



2021-2022

PARENT/STUDENT HANDBOOK

“IT TAKES A VILLAGE TO RAISE A CHILD.”



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August 2021

Dear Beachside Montessori Village Parents and Students:

It is with great pleasure that we welcome you to the 2021-2022 school year!

It is with true school and family collaboration that your children will continue to excel while growing and developing academically, socially, and emotionally. We hope that you will make it your priority to help ensure that the upcoming year is our best ever by participating in school-sponsored events and activities.

At B.M.V., we strive to create a safe environment where courtesy and kindness prevail; where there is respect for differences in people, customs, cultures, and practices. This handbook will assist you in familiarizing yourself with our school's most important policies and practices designed to provide a positive, student-centered environment.

As we grow, so will our awareness and attention to details that will ensure our school continues to experience success. Any policies and practices not specifically included in this handbook will be communicated to you via our website, telephone parent link as well as other forms of communication.

We look forward to another successful school year filled with educational fun and excitement. We are thrilled to have you with us as we continue to make history.

Sincerely yours,

Nancy Long
Principal

Gigi Forsman
Assistant Principal



What are the key elements of a Montessori Education?

The whole child approach

The primary goal of a Montessori program is to help children reach their full potential in all areas of life. Activities promote the development of social skills, emotional growth and physical coordination, as well as, cognitive preparation for future intellectual academic endeavors. The holistic curriculum, under the direction of a specially prepared teacher, allows the child to experience the joy of learning, the time to enjoy the process, and ensures the development of their self-esteem. This approach provides the experiences from which children create their knowledge.

The prepared environment

In order for self-directed learning to take place, the whole learning environment: classroom, materials, and social setting/atmosphere, must be supportive of the child. The teacher provides the necessary resources, including opportunities for children to function in a safe and positive environment. Together, the teacher and child form a relationship based on trust and respect that fosters self-confidence and a willingness to try new things.

The Montessori materials

Dr. Montessori's observations of the kinds of things which children enjoy and go back to repeatedly, led her to design a number of multi-sensory, sequential and self-correcting materials to facilitate learning.

The teacher

Originally called a "directress", the Montessori teacher functions as a designer of the environment, resource person, role model, demonstrator, record-keeper, and meticulous observer of each child's behavior and growth. The teacher facilitates learning. Extensive training is required for a full Montessori credential including a minimum of a college degree and a year of student teaching with supervision that is specialized for the age group with which a teacher will work, i.e. infant and toddler, pre-primary or elementary level.

Thoughts from Maria Montessori

“Children learn to love to learn.”

“Never help a child with a task at which he feels he can succeed.”

“Free the child's potential, and you will transform him into the world.”

“The greatest sign of success for a teacher...is to be able to say, ‘The children are now working as if I did not exist.’”

What can you expect from a Montessori Education?

Developing a positive attitude toward school

Most of the learning activities are individualized. This means each child engages in a learning task that particularly appeals to them, because they find the activities geared to their needs and level of readiness. Consequently, the child works at their own rate, repeating the task as often as they like, thus experiencing a series of successful experiences. In this manner, the child builds a positive attitude toward learning itself.

Helping each child develop self-confidence

In the Montessori school, tasks are designed so that each new step is built upon what the child has already mastered, thus removing the negative experience of frequent failure. A carefully planned series of successes builds upon inner confidence in the child assuring them that they can learn by themselves. These confidence-building activities contribute to the child's healthy emotional development.

Fostering an abiding curiosity

In a rapidly changing society, we will all be students at some time in our lives. A deep, persistent, and abiding curiosity is a prerequisite for creative learning. By providing the child with opportunities to discover qualities, dimensions, and relationships amidst a rich variety of stimulating learning situations, curiosity is developed. Thus, an essential element in creative learning is established.

Developing habits of initiative and persistence

By surrounding the child with appealing materials and learning activities geared to his inner needs, they become accustomed to engaging in activities on their own. Gradually, this results in a habit of initiative, an essential quality in leadership. "Ground rules" call for completing a task once begun and is referred to as the "completion expectation". The "completion expectation" gradually results in a habit of persistence and perseverance that will include replacing materials after the task is accomplished.

Fostering inner security and sense of order in the child

Through a well ordered, enriched but simplified environment, the child's need for order and security are intensely satisfied. This is noticed in the calming effect the environment has on the child. Since every item in the Montessori classroom has a place and the ground rules call for everything in its place, the child's inner need for order is directly satisfied.

"Whoever touches the life of the child touches the most sensitive point of a whole, which has roots in the most distant past and climbs toward the infinite future."



Dr. Maria Montessori

Beachside Montessori Village Pre-K to Grade 8 Parent/Student Handbook

This handbook will familiarize you with the policies and procedures of Beachside Montessori Village. Additional policies and procedures are also available in the Broward County Code of Student Conduct and at <http://www.browardschools.com/code-of-conduct>. If you wish to discuss any of these policies, please contact an administrator.

Our Motto: “It Takes a Village to Raise a Child.”

Our Mascot: Leo the Lion

SCHOOL CONTACT INFORMATION

Office: (754) 323-8050
Fax: (754) 323-8090
Dining room: (754) 323-8060
PTSA: (754) 323-8072
P.A.W.: (954) 323-8077
Rumor Control Hotline: (754) 831-4000

Important Websites: www.browardschools.com/beachside
www.BMVPTSA.org
www.lionsathleticbooster.com
www.browardschools.com

School Address: 2230 Lincoln Street
Hollywood, Florida 33020

SCHOOL HOURS

Students 9:15 a.m. – 3:45 p.m.
Office 8:30 a.m. – 4:00 p.m.

- ❖ *Per School Board Policy, Supervision for students by School Board Personnel is provided from 8:45 A.M. to 4:15 P.M.*

SCHOOL SCHEDULE

7:00 a.m.-8:45 a.m.	Before School Care
8:45 a.m.–9:10 a.m.	Breakfast
9:10 a.m.	First Bell--Students enter class
9:15 a.m.	Tardy Bell--School begins
3:45 p.m.	Dismissal Bell
3:45 p.m.-6:45 p.m.	After School Care

ADMINISTRATION

Principal: Nancy Long (nancy.long@browardschools.com)
Assistant Principal: Gigi Forsman (gigi.forsman@browardschools.com)

The following list will direct you to key personnel:

Principal's Secretary:

Mrs. Kate Welch

Guidance Counselor:

Ms. Susan Kelly and Mrs. Jana Nayman

ESE Specialist:

Mrs. Vickie Bloome

Literacy Coach:

Mrs. Christine Cidoni

Magnet Coordinator:

Mrs. Wendy Watson

Dining Room Manager:

Ms. Donna Masterson

ASP Program Director

TBD

Bus Transportation Liaison:

Mrs. Stephanie Whaley and Ms. Gigi Forsman

PTSA President:

Christina Kim

Lion's Booster President:

TBD

School Advisory Forum Chairperson:

Mrs. Briana Schwarz

School Advisory Council Chairperson:

Mrs. Christine Cidoni

School-Based Volunteer Coordinator:

Sheri Rausseo

ARRIVAL

The school day **begins at 9:15 a.m. and ends at 3:45 p.m.** Students are welcome on campus beginning at 8:45 a.m. Students arriving by car planning to eat breakfast should arrive prior to 9:00 am, so that they have time to eat their breakfast before being dismissed from the dining room at 9:10. **There is no adult supervision prior to 8:45 a.m.** If your child needs supervision in the morning hours prior to 8:45 a.m., Beachside Montessori Village offers before school care. Call (754) 323-8077 for more information. Please make sure your child comes to school prepared before they leave home. Please ensure that your child has all the items that they will need for that day such as lunch money, homework, supplies etc. Unless it is an emergency, students will not be interrupted during instructional class time for items you may bring to school during the course of the day. Students will receive any items you bring in during lunch or other designated breaks.

All students are to arrive on the campus in an orderly fashion. Pre-K–grade 5 students are to report to their assigned area outside their classroom door. Students are to sit quietly and are encouraged to read a book. Students in grades 6-8 will report to the dining room and sit at an assigned table until a supervising adult dismisses them to their first period class. Students are **tardy** if not in their classrooms by 9:15 a.m. We strongly encourage all students to arrive to their classroom on time. All campus gates are closed after 9:15 a.m. and your child must walk through the front office. Beginning at 9:20 a.m., the office will issue tardy slips before students are released to class. **Students who are late due to a public school bus being late will still be able to eat breakfast and will not be marked tardy. The dining room will remain open for these students until they have arrived.**

ATHLETICS

Participation in sports and athletic competitions helps prepare students to become productive citizens. Students learn the importance of teamwork, cooperative learning and problem solving. Students also learn important lifelong skills from their coaches and peers. These skills include self-esteem, self-discipline, motivation, leadership, character development and sportsmanship. Please visit www.browardschools.com for additional information regarding sports and athletics.

Athletic teams for the 2021-2022 school year will include boys and girls basketball, boys and girls soccer, boys and girls flag football, cross country, golf, as well as boys and girls volleyball. In addition, BMV will offer a cheerleading squad. Athletic team participation is limited to grades 6-8.

Excellence in the classroom is our priority. To play organized sports, a student must maintain a 2.0 GPA in both middle and high school. The 2.0 GPA is the minimum standard a student must achieve in order to graduate from high school. Athletics and educational standards are woven together in the school system.

Students participating in sports and athletic competitions at Beachside Montessori Village are required to have a weekly progress report completed by their teachers in order to ensure their eligibility.

ATTENDANCE/BROWARD TRUANCY INTERVENTION PROGRAM (BTIP)

It is very important for your child to receive daily instruction and high-quality teaching and learning.

Extended absence requests require administrative approval. In the event of an emergency, an administrator's approval will be required. Only those absences outlined in school district policy 5.5 will be excused. Those approved absences are as follows:

1. Illness of student
2. Illness of an immediate family member
3. Death in the family
4. Religious holiday of student's own faith
5. Required court appearance or subpoena
6. Special event: conferences, public functions, state/national competitions, college tours, campus tours/visits, as well as exceptional cases of family need.
7. Scheduled medical or dental appointment
8. Students having, or suspected of having, a communicable disease or infestation that can be transmitted are excluded and are not permitted to return until they no longer present a health hazard. Examples are fleas, head lice, ringworm, impetigo and scabies.
9. Students on field trips and students who attend alternative to suspension programs or in-school suspensions are not absent.

Please plan vacations, reunions, and special events on *non-school days*. You can access the District's attendance policy at the following link:

<http://browardstudentservices.com/attendance-resources/>

The Broward County Public Schools and the State Attorney's Office have initiated the Broward Truancy Intervention Program (BTIP). The intent of the program is to prevent truancy (unexcused absences). Attendance will be monitored on a daily basis and unexcused absences will be reported to you. Should your child have a series of unexcused absences, the State Attorney's Office will be notified, and they will issue a subpoena for your child's records. These records may be used in court against you.

BEFORE/AFTER SCHOOL CARE

Beachside Montessori Village administers this program for parents of children needing childcare services before and/or after school on a monthly fee basis. For more information on this program, please call (954) 596-9000. All concerns or issues should be addressed with the director of this program, TBD.

BIRTHDAY/CLASSROOM CELEBRATIONS

Birthdays are special days in the lives of our students. In order to maintain instructional focus, please make prior written arrangements with the teacher before sending in anything with your child. Students can bring store bought cupcakes, cookies, doughnuts/doughnut holes, or fresh fruit/healthy snacks to celebrate their birthdays. No knives or candles may be sent in. **Siblings are not permitted to attend the celebration.** Your child's teacher will assist in deciding for the best time to celebrate. The dining room, during a student's scheduled lunch, is not to be used for these celebrations.

Throughout the school year, classrooms may have other special celebrations. These will be communicated to you through the school or teacher. As a reminder, and as outlined in SBBC Policy, all food must be store bought and nothing must be given that is made from home. In addition, all guests must sign in at the front office counter; however, some activities will require a guest to be an approved volunteer. You will be notified in advance and no guest will be admitted without proper clearance or without an approved application on file with the SBBC.

***Students/siblings in other classes or grade levels may not be dismissed to attend a celebration in a class that is not their own.**

CHANGE OF ADDRESS/TELEPHONE

The school must be notified whenever there is a change of address, home telephone, work telephone and/or emergency contact information. THIS INFORMATION MUST BE KEPT CURRENT. Two proofs of residency are required to document a change of address.

CLINIC AND MEDICATIONS

All first aid is administered in the clinic. Broward County School Board Policy 6305 expressly prohibits the dispensing of medication to students by employees of the school system, without the completion of a current Authorization for Medication Form that can be obtained in the front office. This form must be updated on a yearly basis. Also, please be reminded that cough drops, aspirin, eye, ear or nose drops, allergy pills, etc. are also included as restricted in regard to the administering and dispensing of medicine in school and cannot be brought to school by students. Students are sent to the clinic when they are injured or ill, and school personnel will assist them. In case of an accident, first-aid treatment may be administered, and every effort will be made to notify a parent. The office and clinic will have a copy of your child's Health and Safety Form. It is critical that the telephone number and an emergency number are current and correct in case of an illness or an accident occurring while your child is at school. Please be sure to notify the school office if there are any changes in this information during the school year. In the case of a medical emergency, 911 will be called.

CLUBS AND ORGANIZATIONS

We proudly offer before/after school clubs and organizations for students, designed to enrich their school experience and to assist them in developing a lifelong passion for helping to make a difference in our community or within themselves. Teachers will notify students of school clubs and the criteria for participation at the beginning of each school year. Parents MUST provide after school transportation for students, as students will NOT be permitted to walk home at the completion of a club meeting. Parent permission and teacher recommendation are required for participation. Please note that students can be removed from these extra-curricular activities for failure to behave appropriately at all times, poor attendance/tardiness or poor academic performance. Students will only be able to participate in one after school club. Club availability may change from year to year. At this time, school clubs are scheduled to begin sometime in September.

CODE OF STUDENT CONDUCT

A Code of Student Conduct is available online at <http://www.browardschools.com/code-of-conduct> and the policy can be found at www.broward.k12.fl.us/sbbcpolicies/. This document provides you with information about the rules that students are expected to follow, as well as, the consequences for unacceptable and serious misbehavior. The Code of Student Conduct also addresses expectations for students related to consistent and timely attendance, respect for persons and property, appropriate dress, technology usage, student publications, student activities, student records, and the right to appeal, including grievance procedures. These standards will be enforced. **Please review all information in the Code of Student Conduct carefully and discuss the consequences of not complying with the rules with your child.** Students and parents are required to sign an acknowledgement form indicating that they have received the Code of Student Conduct and are aware of the explanation of rules. This acknowledgement form will be provided to your child in his/her first day folder.

COMMUNICATION

Communication between home and school is essential and welcomed at all times. Please use the student planners or communication folders to communicate with your child's teacher. If you need to contact your child's teacher by phone, call the main office (754) 323-8050. In order to protect instructional time, phone calls will not be put through to the classrooms during the hours of 9:15 a.m.–3:45 p.m., unless it is an emergency. Teacher email may also be used to communicate with your child's teacher.

You can leave a message with the front office and the teacher will return your call within 24 hours. Please visit www.browardschools.com/beachside for a list of teacher/staff email addresses.

Lower School Students: At least two (2) parent/teacher conferences per year are required. Teachers are available for conferences before and after school. Please submit your requests for conferences in writing to the teacher or call the teacher to schedule an appointment. Parents must sign in at the office upon entering the building. The office will notify the teacher of your arrival.

Upper School Students: Teachers are available for conferences before and after school. Please submit your requests for conferences in writing to the teacher or call the teacher to schedule an appointment. Parents must sign in at the office upon entering the building. The office will notify the teacher of your arrival.

You are strongly encouraged to go through the proper channels by first speaking with the teacher about any concerns that you may have especially as they relate to the academics and behavior of your child. Our Support Staff, which consists of a Guidance Counselor, a Literacy Coach, a Curriculum Specialist, a Magnet Coordinator, an ESE Specialist and Administrators, will also be available to assist with any questions or issues that you may have.

Parent Link messages (recorded messages via the telephone) will be sent throughout the year apprising you of school information and upcoming school functions. Information can also be found on the school's website. You are encouraged to check our website regularly. In an effort to "go green" all flyers and handouts will be posted to our website.

DISCIPLINE

Students are expected to comply with the behaviors outlined in the Code of Student Conduct Handbook. Please become familiar with these policies, as students will be reviewing these in class with their teacher. We ask that you discuss with your child, the importance of and the need for good behavior and a good attitude towards school.

Students sent to the administration office on a discipline referral will be disciplined according to Broward County Public School's Discipline Matrix found in the Code of Student Conduct.

This information is available at <http://www.browardschools.com/code-of-conduct>. If a student exhibits a pattern of inappropriate behavior, a parent meeting will be requested where a behavior contract will be implemented to assist the child in improving their behavior.

DINING ROOM

Students are assigned a lunch number at the beginning of the school year. This number should be memorized. Parents are requested to include their child's number on any correspondence

regarding dining room matters. All lunch boxes and containers brought from home should be labeled with the child's name, grade, and teacher. Students may not use glass containers or bring outside purchased meals from fast food vendors.

Students are expected to follow the rules of the school while in the dining room. Failure to do so will result in appropriate consequences as stated in the school's discipline plan and Student Code of Conduct.

Beachside Montessori Village Dining Room Behavior Plan

Please review the following student behavioral expectations with your child.

1. Students will follow their teacher to the entrance door of the serving area.
2. Students will remain in an orderly, single file line, using inside voices, while taking *all of their necessary* food items/utensils. They will **not** be permitted to return to the serving area.
3. Students will *walk* to their designated lunch table or assigned seat and *remain seated* until their teacher dismisses them.
4. Students will use appropriate table manners by keeping their area clean, eating only *their* food items, and speaking only to those students at their table.
5. Students must raise their hands for all requests and are to remain in their seats during lunch at all times. Permission to use the restroom will only be given in emergency cases.
6. When student areas are free and clear of all litter, students will then follow their teacher's directions for dismissal, one side of the table at a time.
7. Students will dispose of their trash in the following ways:
8. All trays will go in the SOMAT machine one person at a time; stopping at the STOP SIGN cone until the previous student is finished.
9. Lunchbox trash **only** should be put in the garbage cans. Recycling is strongly suggested.
10. *Walking* from the trash area, students will line up in a straight, quiet line at the designated area near the exit doors and wait for their teacher's directions.

Breakfast and lunch for students are served daily in the dining room. Breakfast and lunch menus are available online at www.browardschools.com/Domain/13481 and are announced daily on the school televised news. At this time, Beachside Montessori Village does not participate in a parent breakfast and lunch program. Parents are not able to eat with their child in the dining room. During our breakfast and lunch periods, we have large numbers of students assembled in the dining room. The large number of students in the dining room requires that safety protocols be followed in the event of an emergency. Parents are encouraged to follow all procedures so that they can volunteer in their child's classroom and during other school activities. Please refer to the volunteer section of this handbook for more information on how you can become involved. **Remember: We cannot be successful without you!**

For safety and security reasons, parents cannot go to the dining room to pay for student lunches. Meals may be paid for on a daily, weekly, or extended period basis. Parents may pay online, send cash or check with their child, or drop off a payment in the front office. When writing a check, please include the student's name, teacher's name and the student's lunch number. Checks must be made payable to Beachside Montessori Village.

Free and reduced meal applications are available in your child's first day student folder or at the front office. You may also apply online at www.browardschools.com/Domain/13481.

Students are permitted to charge one lunch. Students who have not paid for previously charged meals will be served a sandwich by the dining room manager. Dining room prices are as follows:

Elementary Lunch	\$2.00	Middle Lunch	\$2.35
Elementary Reduced Lunch40¢	Middle Reduced Lunch40¢
Elementary Milk50¢	Middle Milk50¢
Ice Cream (Weds. All Grades)65¢		

DISMISSAL

Any change in regular dismissal procedures must be sent in writing with the child prior to the start of the school day or by contacting the front office during the school day. Your child will be released as scheduled without prior notice. Beachside Montessori Village personnel will not dismiss a child to anyone not listed on the dismissal form without prior approval from the parent/guardian. Once students are dismissed, they will not be allowed to return to the classroom or inside the campus to retrieve items that they may have left behind.

Daily Dismissal Procedures

Car Riders

A car rider is any child being picked up in the **car loop**. All others are considered walkers or bike riders. Students who ride in automobiles are to be dropped off or picked up in the car loop. Parents are asked to form an orderly line, wait in their cars, and follow directions of the staff members who are supervising the area. Parents are requested to remain in their car when using the car loop. **DO NOT USE CELLPHONES** while in school zones and the car loop. Students must not be dropped off or requested to walk alone in the parking lot.

*******3:15 p.m. Pre-K students WITHOUT siblings** at Beachside will be escorted by a teacher to the back parking area closest to the eastside back gate. Only those vehicles who are at Beachside to pick up a Pre-K student without a sibling at Beachside will be permitted in this parking area at this time. No cars should be in the car loop prior to 3:15 p.m. when the schoolwide car pick up begins.

3:35 p.m. Pre-K students WITH siblings at Beachside will be escorted by a teacher to the back parking area closest to the eastside back gate (Pierce Street). At this time those vehicles will be permitted in this parking area.

3:30-3:45 p.m. K– Grade 8 students will be escorted by their classroom teacher to the car loop area where students will be seated at a designated area. In order for the traffic to move quickly, we ask that all parents wait in their vehicles and pull up all the way to the front leaving no gap between cars.

Bike Riders and Walkers

Students are permitted to ride bicycles to school; however, the school can deny that privilege if rules are violated. Students who ride bicycles will follow safety rules, including wearing protective helmets, which is a state law, obeying the school crossing guards, and walking bikes across major intersections and on school grounds. Students are required to park their bicycles in

one of the campus bicycle compounds. Students should lock their bicycles for added security. Every effort is made to protect the bicycles, however, the school is not responsible if a bike is stolen or damaged. It is recommended that students lock their bicycles and register them with the appropriate law enforcement division. Walkers are to exit the campus at the designated waiting area (near the west bike rack/Peace Garden). Parents will meet their child there and escort them off campus. **If you and your child do not live within the 2 mile walking boundary, please wait in the car loop for your child to be dismissed. For your safety and out of respect for our neighbors, do not park your car in the community and walk to the building.** For safety and security purposes, it is not permissible for a parent to wait in front of the school or in the car loop area.

Bus Riders

Students are expected to obey the bus rules. Failure to do so may result in suspension from the bus. If a student's behavior creates a safety hazard on the bus, the student may be deprived of bus riding privileges. Parents will be expected to transport the student to school if a bus suspension should occur. The behavior and safety at the bus stop is the student and parent's responsibility. Students must follow all school bus rules. The mandated rules and consequences can be found in the Broward County School Board Code of Student Conduct.

Early Dismissal

Early dismissal from school should be avoided and only used for emergencies. Please try to schedule all appointments after school, when possible. There will be **no early dismissal after 3:15 p.m. as per SBBC policy. We encourage you to schedule all appointments before this time, or after 3:45.** Only the parent/guardian or individual(s) specified on the Emergency Dismissal Form are permitted to sign a student out prior to dismissal. If your child is to be released to another adult, the parent must give written permission and a valid government issued identification will be required. All students must be signed out through the Front Office.

Rainy Day Dismissal

Rainy day procedures need to be established with your child within the first days of school. BMV has a severe weather plan in the event of severe weather at dismissal. School personnel will make every attempt to hold dismissal until severe weather has passed. Please notify your child's teacher if your child's dismissal procedure will change on rainy days. If your child rides a bicycle, make arrangements for both your child and his/her bicycle. In the event of severe weather during dismissal, students may be retained in their classroom until an all clear has been given. Parents will be permitted on campus to pick up students from BMV on very inclement days where the weather will not subside. Bike riders and walkers will not be permitted to leave campus when thunder or lightning is near the school. These students will remain at school until the inclement weather has passed. **Your child's safety is our first priority.**

DRESS CODE

Please review the SBBC Dress Code Policy for students. You can find this in the Code of Student Conduct Handbook online at <http://www.browardschools.com/code-of-conduct>. You can find this policy will be reviewed by your child's teacher within the first week of school and as they deem necessary.

EARLY RELEASE DAYS

The School Board has scheduled early dismissal days for the purpose of staff development. Students will be dismissed at 1:45 p.m. Lunch will be served on early dismissal days. Your child will be dismissed, per your regular procedure, unless you have notified the school in writing of

your request for a change. The After School Program will begin at 1:45 p.m. on early release days and before care will begin at its regularly scheduled time. Only students enrolled in the After School Program are eligible to take part in the additional two-hour service. **Please mark your calendar with the Early Release dates to ensure that your child has after school arrangements beginning at 1:45 p.m.**

FIELD TRIPS

Field Trips are an integral part of our curriculum and are carefully chosen to have educational relevancy and merit. It is our desire that every student have the opportunity to participate in each experience. However, the administration reserves the right to limit field trip participation to students that exhibit self-discipline and responsible behavior. Each parent must submit written permission **before** his/her child may participate in a field trip. **No verbal permission will be accepted.** Specified deadlines for the return of permission forms and payment(s) will be set and must be adhered to by all, even if the child is absent on the due date. **Forms and money cannot be accepted after the deadline.** Consequently, money cannot be refunded. Any person(s) wanting to chaperone on a field trip will be required to fill out a volunteer application and have it approved before permission is granted. Some field trips will require staff only chaperones. In addition, the number of chaperones may be limited depending on the specific field trip, therefore all parent requests to attend a field trip may not be approved.

HEALTH CONCERNS

Parents are encouraged not to send sick children to school. As stated in The Code of Student Conduct, children who have a communicable disease or infestation will not be permitted to attend school (i.e. head lice, pinkeye, impetigo, etc.). If your child is sent home for head lice, your child's head must be nit free before he/she can return to class. Upon returning to school, an adult must accompany the child to the clinic before clearance is given to return to class. Students having any communicable disease, such as pinkeye or ringworm, will not be permitted to return to school without a doctor's note that treatment was provided and the child is able to return to school. Student safety is our top priority.

HOMEWORK

Homework is an extension of what is taught during the school day. Homework may include reading, activities in any subject, special projects or any assignment the teacher deems appropriate to enhance instruction. Homework is important and should be completed in a timely manner in order to ensure student success. Failure to complete homework will be reflected on the report card. Each grade level's homework policy will be explained in detail during the Open House at the beginning of the school year. Any assignments that are brought in late by a parent will be placed in the teacher's mailbox and retrieved by the teacher during a planning or break time. The instruction of a class will not be interrupted to deliver homework or project assignments.

INTERIM REPORTS

Interim reports are sent to parents at the midpoint of a marking period. Interim reports need to be signed and returned promptly to your child's teacher. Please feel free to contact your child's teacher to discuss any difficulties your child may be experiencing. Please check the school calendar at www.browardschools.com/beachside. and note the date of this year's interims.

LOST AND FOUND

Please label all of your child's belongings with his/her first and last name. If lost items are turned into the office, it is easier to get them back to their owners if they are labeled. If you or

your child needs to check the lost and found, please stop by the front office. Lost articles, which are not claimed within a two-week time period, will be donated on behalf of Beachside Montessori Village.

LUNCH MENU

The lunch menu will be provided monthly via the School Board of Broward County web site. You can access the menu through the following link: <https://schools.mealviewer.com/school/BeachsideMontessoriVillageElementary> If you do not have access to a computer, you may stop by the school's office and a copy will be provided.

PARENT INVOLVEMENT

There are many ways to get involved in your child's school. You are strongly encouraged to become part of the many organizations designed to make a difference in our school. Our wonderful PTSA and Lion's Booster can use your support, as can our School Advisory Council (SAC) and School Advisory Forum (SAF). Contact your child's teacher, the PTSA, Lion's Booster or administration if you would like more information on how you can get involved. As parents, you make a world of difference. Please consider participating in as many school events and activities as possible. Parental Involvement is essential to a school's success.

TEXTBOOKS

Textbooks are issued free of charge to all students. If textbooks are lost or damaged beyond reasonable use, parents or guardians will be charged a full replacement price. More information will be available regarding online textbooks through your child's teacher.

VISITORS

Parents are strongly encouraged to visit our school. Arrangements to visit classrooms should be made in advance with the classroom teacher. For the safety of all students, anyone visiting our school during school hours **MUST** check in at the office, showing their government issued ID, must be processed through our STAR Security System, and wear a visitor's badge at all times while on campus. If you are visiting and planning on volunteering anywhere on campus, you must have an approved volunteer application on file with the SBBC. Please check the specific guidelines for volunteering.

VOLUNTEERING

We would love for you to be a part of our Beachside Team as a school volunteer. Log on to <http://browardschools.com/getinvolved> to become an approved volunteer. The date for Volunteer Orientation will be announced at a later time.

Importance of Signing In and Signing Out

Each time you volunteer, you must sign in, wear your name badge and sign out when your day's service is complete. These requirements are necessary for the following reasons:

1. Safeguarding our students and maintaining campus security is of the utmost importance.
2. In case you receive an emergency telephone call, you can be found.
3. Individual volunteers will be recognized for their dedication and service to our schools. Volunteer attendance records are used to determine award recipients.

4. The Florida Department of Education presents the Golden School Award to schools whose volunteers have recorded two hours of service per student enrolled.

Guidelines for Volunteers

To make school volunteering a beneficial one for the students and for you, please follow these guidelines as you assist in the schools:

1. The main concern of volunteers while engaged in school activities must be the safety and education of students.
2. Volunteers may not give students medication.
3. Volunteers may not divulge individual student's grades, records and abilities, which are personal and confidential information. Students have a right to confidentiality under Florida Statute 228.093 that covers:
 - Academic work completed
 - Family background information
 - Standardized test score
 - Attendance records
 - Health data
 - Grades
 - Interest inventory reports
 - Teacher or counselor ratings and observations
 - Reports of serious or recurrent behavior patterns
4. Volunteers are not permitted to supervise a classroom or discipline students. These actions are the responsibilities of the teacher and school.
5. Volunteers will be assigned only to staff members requesting assistance.
6. Volunteers should set a good example for students via their manner, appearance and behavior.
7. Volunteers are required to complete an application form annually before helping in the school.
8. Volunteers are required to sign in and out.
9. For identification, volunteers are required to wear a name badge when helping with school activities.
10. Volunteers cannot bring guests on campus while performing their volunteer duties. This includes siblings of enrolled BMV students.

***Additional procedures for volunteers are forthcoming at the volunteer orientation.**

The School Board of Broward County, Florida, prohibits any policy or procedure, which results in discrimination on the basis of age, color, disability, gender, national origin, marital status, race, religion or sexual orientation. Individuals who wish to file a discrimination and/ or harassment complaint may call the Director of Equal Educational Opportunities at (754) 321-2150 or Teletype Machine TTY (754) 321-2158.