



**TRADEWINDS ELEMENTARY
SCHOOL**
“Home of the Eagles”

Our 2024-2025 Theme:



Parent Handbook
2024-2025

Dr. Elie, Principal
Ms. Brantley, Assistant Principal

Principal's Message

August 12, 2024

Greetings Tradewinds families,

Welcome to the 2024-2025 school year, home of the Eagles! I hope you had a wonderful and restful summer and we're excited for our students' return!

I would like to extend a warm welcome to our new TWE families and our amazing returning students. Our school theme for the 2024-2025 year is "**Level Up: Game on To Success,**" and our Tradewinds mission is "**A diverse community of learners and educators striving toward educational excellence for all,**" and our vision is "**Committed to developing a learning community of caring individuals and lifelong learners. Self-worth is cultivated in a nurturing environment and decisions are based on what is best for students.**" Throughout everything we do this year, we will use our mission and vision statement as the focus of how we continue to improve student achievement and teacher pedagogy.

As we start the new school year, we will continue to implement school-wide practices that enhance and build on the skills of all our students, fostering academic, social, and emotional growth throughout the year. We have made great improvements on our Florida Assessment of Student Thinking (FAST) assessment this past school year. Thanks to the hard work and commitment of our staff and students our school has achieved **an A+ grade!** Let's continue this momentum to solidify our A+ standing and set ourselves apart from other schools in Broward County Public Schools. Here's our data comparison in review from 2022-2023 to 2023-2024:

YEAR	ELA 3-5 Ach	ELA 3-5 LG	ELA 3-5 L30 LG	ELA 3 Ach	Math 3-5 Ach	Math 3-5 LG	Math 3-5 L30 LG	5 th Science
22-23	55%	N/A	N/A	56%	66%	N/A	N/A	59%
23-24	61%	67%	58%	59%	69%	67%	51%	62%

I am excited for another successful and amazing school year ahead. Stay connected with all things Tradewinds Elementary by visiting our school's website at www.browardschools.com/tradewinds. Follow us on X formerly Twitter **@TradewindsES** and Instagram **@TradewindsBCPS** for updates. Please register to FOCUS parent portal www.browardschools.com/focus where you can have access to your child's schedule, grades, & more throughout the school year. We are proud and privileged to be your administrative team and school support and we are grateful to work at the best school in Broward County.

Here's to a fantastic year!
Sincerely,

#Excellenceisthstandard

Priscille Elie

Natalie Brantley

Dr. Priscille Elie,

Ms. Natalie Brantley

2024/25 SCHOOL CALENDAR

For an ADA accessible version of this calendar, visit browardschools.com/accessiblecalendar.

AUGUST				
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

SEPTEMBER				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

OCTOBER				
M	T	W	T	F
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14	15	16	17	18
21	22	23	24	25
28	29	30	31	

NOVEMBER				
M	T	W	T	F
				1
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18	19	20	21	22
25	26	27	28	29

DECEMBER				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

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

FEBRUARY				
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

MARCH				
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				

APRIL				
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		

MAY				
M	T	W	T	F
			1	2
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12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

JUNE				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

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

Tradewinds Mission and Vision Statement

Our Mission:

A diverse community of learners and educators striving toward educational excellence for all.

Our Vision:

Committed to developing a learning community of caring individuals and life-long learners. Self-worth is cultivated in a nurturing environment and decisions are based on what is best for students.

Tradewinds Elementary School will:

- Promote and encourage activities to develop collegiality.
- Provide information via state-of-the-art formats and technologies that best meet the needs of all.
- Provide an environment that identifies and promotes understanding of diverse populations.
- Pursue and use best practices for quality learning experiences for students.
- Promote excellence in student performance by developing the philosophy of teacher as facilitator and student as information seeker.

Character Education

Cooperation – Responsibility – Citizenship - Kindness
Respect – Honesty - Self-Control - Tolerance

Belief Statements

We believe:

- The individual has intrinsic worth
- All students can learn and are responsible for that learning.
- Community, parents, administrators and teachers share the responsibility of educating our youth
- All children have a right to be safe and to learn in a nurturing environment
- Diversity strengthens society and humanity flourishes when all work cooperatively
- Students must be information-seekers utilizing technology and innovative techniques.
- Discipline is founded on truth, honor, respect, camaraderie and constructive solutions to ensure the optimal educational experience to succeed in society.

Technology Vision

Tradewinds Elementary will utilize technology as a tool to enrich curriculum and instruction, to enhance the ability of teachers to deliver lessons in innovative ways, to allow staff to function more effectively and to engage students in accessing, analyzing, and communicating information.

Daily Schedule

Faculty Hours	7:30am – 3:00pm
Office Hours	7:30am – 3:00pm
Student Hours	8:00am – 2:00pm
Breakfast	7:30am – 8:00am
First Bell for Class	7:55am
Classes Begin	8:00am
Students Dismiss	2:00pm
Early Release Dismissal	12:00pm

WHO'S WHO AT TRADEWINDS ELEMENTARY SCHOOL

- Dr. Priscille Elie, Principal
- Natalie Brantley, Assistant Principal
- Crystal Giuffre, Principal's Secretary
- Sara Crowther, Literacy Coach
- Indira Quezada, ESOL Coordinator
- Lisa WidELITZ, ESE Specialist
- Veronica Romero, ASD Coach & School Advisory Council Chairperson
- Latasha Kendrick, Guidance Counselor
- Panagiotios Grammatikopoulos, Guidance Counselor
- Arlen Mendoza, Cafeteria Manager
- Hernanda Baldo, IMT
- Yamary Colon, Microtech
- Valeria Pardo, Social Worker

IMPORTANT PHONE NUMBERS AND INFORMATION

School Website	https://www.browardschools.com/tradewinds
School Address	5400 Johnson Rd. Coconut Creek, FL 33073
School Office	754-322-8700
School Fax	754-322-8740
ASP After Care Program	954-596-9000
FortifyFL (report suspicious activity)	https://www.getfortifyfl.com
Attendance Hotline	754-322-8702 Report An Absence / Report an Absence (browardschools.com)
Social Media Instagram & X	@TradewindsBCPS and @TradewindsES

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ACHIEVEMENT TESTING

Students are administered the Florida Assessment of Student Thinking (F.A.S.T.) testing three times a year between kindergarten and 10th grade. It's shorter and it's computer-based and not paper based. Standardized tests and progress monitoring assessments are administered to students each year. Test results provide valuable information that is helpful in planning for each student's academic needs. The tests measure knowledge and understanding in reading, writing, mathematics, and science.

To do their best work, students are encouraged to get a good night's sleep, eat a nutritional breakfast, and utilize all their test-taking strategies for success.

ANTI-BULLYING

Anyone having knowledge of suspected bullying of a student is strongly encouraged to report any incident(s) to the assistant principal, student's teacher, school counselor, or other school officials in writing. Anonymous reports may also be placed in the Anonymous Reporting Box located outside of the school's front office. Anonymous reports can also be made online at <https://www.browardschools.com/Page/35294> Meadowbrook Elementary is committed to protecting its students and staff from bullying, harassment, or discrimination.

AFTER SCHOOL CARE (ASP)

An on-campus after school program coordinated by After School Programs (ASP) is provided from 2:00pm to 6:00pm. Please call 954-596-9000 for information or visit with our on-site supervisors after 2:00pm. ASP's website is www.aspkids.com.

ARRIVAL PROCEDURES

Students are admitted into the building upon arrival each morning beginning at 7:30am. The school day begins at 8:00am and ends at 2:00pm. It is imperative that students are on time. Students must enter the building on their own.

Traffic rules and regulations must be followed to protect our children. Parents must observe all stop signs and follow the directions of the crossing guards. Officers strictly enforce all traffic rules. Dropping off on Johnson Road, School/Park Road, or anywhere other than the designated area is endangering your child's safety.

Parents must drop their children off by the west side of the building. When entering the building driveway, maintain a single line of cars. Staff will supervise your child to and from your vehicle. Do not ask students to walk between cars. Children enter and exit cars on the passenger (curb) side only.

Cellular phones are not permitted while driving through the car loop. This is a critical time when there is so much traffic.

ATTENDANCE/TRUANCY

Parents must call the school to report absences/tardies or send a note on the day of the student's return to school. The dates and reason for absence should be specified. Failure to do so within 48 hours will result in the student receiving an unexcused absence.

Parents must report absences or tardies by phone or note on the student's return. Include dates and reasons. Failure to do so within 48 hours will result in an unexcused absence.

School attendance is mandatory for children and youth between the ages of six and sixteen years (Florida State Statute 1003.21 and School Board Policy 5.5). Parents are responsible for their child's school attendance as required by law (F.S. 1003.24).

Tradewinds Elementary is a part of the Broward Truancy Intervention Program (BTIP), which is a partnership between the Broward State Attorney's Office and the School Board of Broward County. It is designed to prevent excessive absences through parent notification, school interventions, and daily monitoring of attendance. The Office of the State Attorney will ultimately take cases to court if the interventions prove unsuccessful. The whole objective is to prevent truancy.

The State Attorney's Office is automatically notified of unexcused absences. Truancy intervention begins after three (3) days of unexcused absences. In accordance with the district's attendance policy, absences, tardies, and early sign-outs are counted when determining a student's pattern of non-attendance. A student will have a "pattern of non-attendance" if he or she is absent from school a total of 30 hours (5 days) in anyone marking period or 60 hours (10 days) in two marking periods. If it is determined that a student has developed a "pattern of non-attendance" consequences may be imposed. These may range from having the student's report card withheld, if in school for less than 25 days in a marking period, to the student's parent being required to appear in court. The school social worker will intervene in cases of habitual tardiness and verify the reason of the absences.

All absences and tardies are not excused unless a call or note has been received. If calling, note the "code word" for your records. Absences may be excused for the following reasons:

- Student Illness
- Death in the Family
- Religious holidays of the student's specific faith
- Special event (e.g. public functions, education enrichment activities, state/national competitions, out-of-town weddings)

Requests for absences must be submitted in writing to the principal, at least five (5) school days prior to the absence. Approval is not automatic, as absences hinder achievement.

Make-up work may be assigned by the teacher. Two (2) days (not including the day of return) are allowed for each day of absence for make-up work to be completed. Teachers are given 24 hours' notice to prepare make-up work.

Please help us by sending your children to school. When students are absent, they cannot learn. We want all our students to be successful and achieve academically. For additional information on attendance/truancy, please refer to the Code Book for Student Conduct.

BACK TO SCHOOL ONLINE FORMS

Parents/Guardians fill out your child's back-to-school forms, online. The forms are easy to complete, and all data is protected and secure. For families with multiple children attending Broward County Public Schools, some information will only need to be entered once. Use the Back-to-School Wizard link below to quickly step through the process. You will need your student's identification number.

<https://scaweb.browardschools.com/bts/>

BACK TO SCHOOL ORIENTATION

A Back-to-School Orientation, which serves as the Meet and Greet is held on the day before the first day of school. Times for each grade level is communicated on the school website and on the marquee.

BICYCLES

Children who ride bicycles to school must walk them on campus. Bicycles are to be parked in one of the school's bike rack areas. Use of a bike lock is strongly encouraged. Students must wear helmets as dictated by state law. The school is not responsible for bike or bike helmet security.

BILINGUAL/E.S.O.L

Programs, strategies and support are available for students and families who speak languages other than English. Our Bilingual/E.S.O.L (English for Speakers of Other Languages) teacher, Ms. Indira Quezada, is available to assist you.

BIRTHDAY CELEBRATIONS

Tradewinds Elementary DOES NOT, allow birthday celebrations or allow bringing in birthday celebration items such as cupcakes, treat bags, drinks, pizza, etc. There will be two classroom celebrations occurring during the school year (Winter break and End of Year celebrations). Your child's teacher will advise you of the exact date of these celebration.

A monthly "Birthday Table, sponsored by the PTA will celebrate the students' birthday in lieu of individual classroom activities. This also takes the place of sending balloons, cupcakes, flowers, surprise gift or "goody bags," etc. to your child during the day. We are unable to accept these items. If they are sent to school, they will not be accepted and will have to go home with the parent. No exceptions.

BUS TRANSPORTATION

Bus transportation is a privilege provided by the School Board for students who live two or more miles from the school or who encounter hazardous walking conditions.

Students are to ride only the bus to which they have been assigned and must adhere to all rules as stated in the Code Book for Student Conduct. Drinking and eating are not permitted on the buses. Scooters, rollerblades, skateboards, animals, and sports equipment are not allowed on buses.

Each student is responsible for appropriate behavior while riding the bus. If suspended, students are required to attend school and parents are responsible for transportation. If your child is a bus rider, please emphasize the importance of being on time to catch the bus. Parents are responsible for supervising their children at bus stops. Our Transportation Liaison, Dr. Latasha Kendrick, is available to assist you.

CAFETERIA

The breakfast and lunch periods are designed to provide wholesome, well-balanced meals. Through this opportunity, we hope that students will learn more about good eating habits. They are provided the opportunity to practice good social skills and display fine table manners. The following rules are observed to promote good cafeteria decorum:

- Enter the cafeteria quietly and orderly.
- Practice good table manners.
- Raise hand for assistance.
- Talk softly.
- Leave tables clean.
- Wait to be dismissed.

This year, breakfast is free and breakfast is available to all students between 7:30am to 8:00am. Students who arrive late will not be served breakfast and bus students are served upon arrival. This is done to ensure that children are in class promptly at 8:00am. Lunch is free for students, students can eat from the cafeteria or bring their own. No glass containers or cans are allowed since our own disposal system cannot accommodate them. Please remember that outside vendor's (restaurant) food is not permitted.

For your convenience, meals or milk may be paid for in advance in the cafeteria or online at www.myschoolbucks.com. Credit is given for any unused meals. Students may charge on meal. The cost of meals is as follows:

Breakfast	FREE	Lunch	FREE
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Ice cream can be purchased on Wednesdays for \$1.00

It is highly encouraged that although this year students receive free breakfast and lunch please complete the online lunch application at www.myschoolapps.com for Meal Benefits. You can also create and add money on to your child's lunch account at www.myschoolbucks.com. If you have any questions, please contact Food & Nutrition Services at 754-321-0250.

CARE OF SCHOOL FACILITIES

Everything possible is done to maintain an attractive, neat and clean school facility. Students join the staff in maintaining our school, caring for it, and assisting others to do the same. Vandalism is not tolerated. Students are encouraged to report any persons engaged in this type of activity to staff or administration.

CLASS PLACEMENT

Children are placed with a classroom teacher at the beginning of the school year. When enrollment patterns necessitate, changes occur. This is done to provide the best educational setting for all students.

CLINIC

Students who become ill at school may request a pass to the clinic. If a child is unable to return to class, parents are notified. Children may not remain at school when ill. It is imperative that the school has at least two (2) current emergency telephone numbers for all students.

COMMUNICABLE DISEASES

The School Board policy states that students infected with any communicable disease or infestation or suspected of being infected with a communicable disease or infestation shall not be permitted to attend school. This policy applies to students having conjunctivitis (pink eye), impetigo, ringworm, pediculosis capitis (head lice), scabies, etc. If a child does contract any of the above communicable diseases, a parent must immediately pick up the child.

Students must have written clearance from a physician/health department to return to school. For lice infestation, students must report to the office with a parent to obtain clearance to attend class. A complete explanation of these rules can be found at www.browardschools.com by visiting the Coordinated Student Health Services Department.

CONFERENCES

Parent-teacher conferences are an important part of reporting student progress. Parents are encouraged to meet with teachers at least twice per year. Many situations can be solved through open communication.

It is important to attend scheduled conferences since the teacher has specifically set aside this time for you. Morning conferences must end by 7:55am as teachers admit students at the first bell. If it is impossible for you to attend at the scheduled time, notify the teacher immediately.

So that teachers may provide accurate, organized, and meaningful information to parents, "pop-in" conferences are not permitted. Parents may arrange a conference by using the student planner.

COUNSELING

Individual and group counseling services are available to all students and parents. Conferences can be arranged with our Guidance Counselors, Dr. Latasha Kendrick or Mr. Panagiotis Grammatikopoulos.

CURRICULUM

The state's curriculum is The Florida Standards. Florida's Department of Education website (www.fldoe.org) and Broward County's School Board website (www.browardschools.com) provide a comprehensive look at the Florida Standards.

Tradewinds' highly skilled classroom teachers also present English and Language Arts, Mathematics, Social Studies, Health, and Science using the most current multiple intelligence strategies to meet the needs of all children. In addition, we offer instruction in physical education, music, art, and media. Tradewinds continues to provide new technology to enrich experiences for all students.

DAMAGED OR LOST BOOKS

Children are responsible for keeping all library books, textbooks, student planning calendars and take-home folders in satisfactory condition. Students must replace any of the above that are lost or damaged.

DISCIPLINE

The educational program at Tradewinds Elementary encourages independence and responsibility that fosters good discipline and citizenship. School discipline is a process of guiding students into patterns of desirable conduct which lead to self-control and self-direction.

Tradewinds follows the four behavior guidelines to success expectations in the form of S.O.A.R.:

- **Safety**
- **Ownership**
- **Attitude**
- **Respect**

Also we want all our students to:

- Always Try
- Do Your Best
- Cooperate with Other People and Treat Them with Respect
- Manage Yourself. Be Responsible
- Respect the Rights and Property of Others

In addition to these goals, each teacher will establish and maintain rules for behavior within the classroom. The premise is that a teacher has the right to teach, and the students have a right to learn. Teachers and education support professionals alike use

appropriate behavior management techniques to assist students in achieving these behavioral goals.

The School Board's Code Book for Student Conduct is available at www.browardschools.com. Please inform our office if you need a hard copy. It is reviewed with all students at the beginning of the school year. Please discuss the Code Book for Student Conduct with your child. The parent signature page is required to be returned by all students.

Observance of the following rules will assist school personnel and provide for the safety and welfare of the students:

- Candy and gum are not permitted at school or on the school bus.
- Students must obey all safety rules to and from school.
- Students are not permitted off campus during school hours unless released to their parents or guardians.
- While on campus, cell phones must remain off and in backpacks. They cannot be used on campus or on the bus.
- Students are not to bring valuables, toys, or electronic devices to school.
- For the safety of all, wheeled backpacks, skateboards, skates, backless shoes, Crocs and roller shoes are not permitted on campus.

The school has an anti-bullying policy. Students are taught what bullying is and how to get help if needed. Reporting may be anonymous though it is helpful to have more information.

Occasionally, a student is referred to administration and student services for a discipline problem. Consequences for misbehavior are determined through the Code Book for Student Conduct and Discipline Matrix.

A "time out" area is used for students who disrupt others and must be temporarily isolated. While serving a time out period, a student is not excused from completing class work.

Parents will be contacted when a student receives a referral. Depending upon the severity of the referral, additional consequences may result as noted in the Code Book for Student Conduct and Discipline Matrix.

No student may possess or use knives, guns, or any other weapons. It is also a violation to make use of other objects (rock, chain, pipe, pen, pencil, or other sharp

instrument, etc.) to harm or frighten others. All violations of School Board policy will cause a detailed investigation to determine necessary actions or consequences.

Character education is a part of our curriculum. Responsibility, citizenship, kindness, respect, honesty, self-control, tolerance, cooperation, patriotism and environmental stewardship are taught throughout the year.

DISMISSAL PROCEDURES

At the end of the day, all walkers and bicycle riders are to walk off campus immediately. Students are to use designated sidewalks and paths.

Bus riders will board their assigned buses in the front (north) of the school.

Students who are picked up in private vehicles will wait inside the school until called for dismissal. Drivers must remain in their cars to allow the traffic to flow smoothly displaying on the dashboard the color-coded student name tag.

If there is a change in the way a student is dismissed (even for a day), written permission or phone call to the office must be received in advanced and the family password must be provided.

Supervision ends at 2:30 PM. Please do not leave your child unattended during periods with no supervision. Unfortunately, we may need to notify the police department if your child is on campus once the office is closed.

EARLY DISMISSAL

Students will not be released for early dismissal after 1:30 PM (11:30 AM on early release days). This is part of the district's Attendance Policy 5.5. Sign outs after 1:30 PM disrupt the routine dismissal of the school. We highly recommend that all doctor and dental appointments be made late enough to allow your child to remain in school until dismissal.

To ensure safety, students will be released only to parents or to other authorized adults. Anyone wishing to have a student released to them must be prepared to show photo ID. All students must be signed out through our Single Point of Entry and may not leave campus without authorization.

EAGLE PARENT NEWSLETTER

School news updates are emailed and added on our school's website monthly available at www.browardschools.com/tradewinds. Please take the time to read this

communication as it is filled with important messages, dates, and school and/or district announcements.

EMERGENCY DISMISSAL

An emergency dismissal is a situation that requires the evacuation of the building, and students are sent home prior to regular dismissal time. If an emergency dismissal should occur, the directions on the emergency information form will be followed.

EMERGENCY INFORMATION FORMS

For the safety of your child, a current information update form must be on file at the school. At least two (2) emergency contacts with telephone numbers are required. Any change in address or telephone number must be reported to the office immediately. Emergency information forms and other important documents (Code Book for Student Conduct Signature Form, etc.) need to be completed and returned within one week of enrollment or the start of the new school year.

EXCEPTIONAL STUDENT EDUCATION (ESE) PROGRAMS

Several special programs are offered at the school to provide for the individual needs of children. Classes include those for students designated as Autistic, Gifted, other Health Impaired, Hearing Impaired, Physically Impaired, Specific Learning Disabled, Visibly Impaired or Pre-Kindergarten eligible. Speech and Language therapy as well as occupational and physical therapy are provided on-site.

Any child participating in these programs must meet specific requirements and/or guidelines as indicated on an Individualized Educational Plan (IEP) and/or the Educational Plan (EP). Appropriate steps must be completed before any child is evaluated for placement in an exceptional program. Please contact our ESE Specialist, Ms. Lisa Widelitz for information concerning the ESE programs or criteria for placement.

FIELD TRIPS

Meaningful field trips are encouraged at Tradewinds. Parents are requested to sign an authorization form. Deadlines are important for reserving seats, buses and preparing checks, etc. It is the student's/parent's responsibility to return all required forms by the deadline or the student may not be permitted to go on the trip. Verbal permission or a written note cannot be accepted.

As a service to our families, payments for field trips are made online. This payment system requires you have your child(ren)'s student ID number(s). Go to the estore.browardschools.com and select the activity from the icon you want to purchase,

click the add to cart button and follow the directions. Cash is only accepted in unusual situations. Please notify the teacher if this is your only option.

Chaperoning a trip is an important responsibility. We count on parents and volunteers to assist us with children on trips. If you agree to chaperone a trip, please keep your commitment. Chaperones may not bring other children on the trips and must have a volunteer clearance through www.browardschools.com/getinvolved

GRADES

The grading system used in the elementary schools is dependent upon the grade level of the student. Progress is reported to parents through parent conferences. In addition, progress of 1st through 5th grade students is reported through progress reports each nine weeks. Kindergarten students will receive progress reports beginning with the second quarter. Report card grades may be viewed FOCUS.

HEALTH

Your child's health is of the utmost importance to us. Be sure the school is informed of any health conditions. The School Board of Broward County is required by Florida Statute 381.0056(7)(D) to conduct a health screening program. Throughout the school year, we will be conducting screenings for the following grades:

- Vision (Kindergarten and 3rd)
- Hearing (Kindergarten and 1st)
- Height and Weight-BMI (1 and 3)

Through a cooperative agreement with the Broward County Public Health Unit, trained personnel will accomplish the screening. If a problem is detected, the parent/guardian will be notified. If you DO NOT want your child to participate in this program, please notify the school in writing immediately.

HOMEWORK/MAKE-UP WORK

Homework is assigned to students to enhance the curriculum and to provide for improvement of skills. It is not limited to assignments involving paper and pencil. Reading is a homework activity that we encourage each child to do daily. Students should follow a regular study routine each evening. Teachers may assign homework whenever deemed beneficial to students.

Students are to record assignments in their student planner daily. Tradewinds follows the district's homework policy. [Untitled\(browardschools.com\)](http://Untitled(browardschools.com))

Make-up work shall be accepted for full credit and grade for excused, unexcused absences., and external suspensions. All make-up work, including quizzes and tests, must be submitted/taken within two school days upon return to the missed class, not including the day of return, for each day of an absence. When assignments and appropriate instruction are provided prior to the absence, make-up work (including major projects) is due on the day of return to the missed class. Under extenuating circumstances and at teacher's discretion, additional time may be allowed.

ID BADGES

To ensure school safety, everyone on campus is required to wear identification badges while in school. Students will be given a photo ID to wear daily. ID's will also contain a scanner code that will be used to when students purchase their breakfast and lunch or check out library books. Staff, both school-based and district-based, as well as vendors, must wear an ID badge at all times when on campus. All persons must enter the school through the single point of entry door at the front office and check in at the reception desk. All visitor must present photo identification, such as a driver's license, state issued photo ID card, or passport to the receptionist. Visitor's must wear the Visitor ID while on campus.

INSURANCE

Accidents at school are not covered by the school board. A student insurance plan, selected by the School Board, is available on an optional basis. At the beginning of the school year, the students receive information of the selected plan. The application must be sent directly to the company not the school.

INTERIM PROGRESS REPORTS

Interim progress reports must be sent home during the nine-week period between report cards. These reports are used to keep parents informed of academic and behavioral progress as well as to report the following:

- Failing Grades
- Dropping two or more grades in any subject
- An excessive number of absences and/or tardies
- If your child has a progress monitoring plan
- Unacceptable behavior and/or study habits

It is imperative that interim progress reports be signed by parents and returned promptly to the teacher.

LOST AND FOUND

Students who find lost articles/books are asked to take them to the lost and found area located on the stage in the cafeteria. Lost articles that have not been claimed within a reasonable period or donated to the charitable organizations. Your child should always keep money and valuable items in his or her possession and are best to be left at home.

It is helpful if your child's name, grade, and teachers name are marked on all the belongings. Identification simplifies return of items to the rightful owner and minimizes replacing cost for lost items.

MEDIA CENTER

Every student is given an opportunity to use the Media Center in connection with classroom work and to read for pleasure. Students must return books and materials when due. If a book is lost or damaged, the student is expected to pay the amount designated by the Media Specialist. Students will not be permitted to check out books until outstanding books have been returned. Unpaid balances are charged as student obligations. The media center is always looking for parent volunteers. If you would like to volunteer, please see our volunteer coordinator.

WTNN, our in-house TV studio presents a live news show at 8:00 AM.

MEDICATION

Broward County School Board Policy does not permit elementary students to transfer medication to and or from school.

If your child needs to be administered any medication during the school day (including aspirin or cough drops) an Authorization for Medication Form is required and available in the school office. This form must be filled out and signed every school year by you and your child's doctor and return to the school office before any medication may be administered. Medication must remain in its original container and be properly labeled.

Parents are responsible for transporting medication.

ONLINE TEXTBOOKS

Student editions of textbooks are available using the Student Portal and entering the username: 10-digit student ID and password: date of birth at <http://browardschools.com/sso>. Choose the desired online textbook under Online Resources.

PARENT INVOLVEMENT

School staff and PTA work to implement sound educational programs. Activities for parent involvement and family participation are available. During the year, many of the PTA events coincide with school programs. All are invited to attend these events and PTA Executive Board meetings. These may be listed in the school calendar and/or updated through the Eagles Parent Newsletter.

PTA membership starts at \$10 per person for the year depending on the membership level selected. Visit our school's website for more information on PTA www.browardschools.com/tradewinds or <https://tradewindspta.givebacks.com/> and visit them on Instagram and Facebook @tradewindspta

The School Advisory Council (SAC) includes representatives of the school staff, parents and the community. This group works collaboratively to develop plans for continual school improvement.

The School Advisory Forum (SAF) provides an opportunity for school staff, parents and community to learn about school goals. All meetings are open to the public. If you would like additional information, please contact the chairperson of the group.

Tradewinds Elementary is a member of the Monarch Innovation Zone, which consists of three elementary schools, Lyons Creek Middle and Monarch High School. Meetings increase the understanding and articulation among schools.

PARTNERS IN EDUCATION

The School Board of Broward County has established a Partners in Education program, which attempts to pair schools with businesses to share material and human resources.

Tradewinds Elementary has benefited greatly from successful partnerships with After School Program, Inc (ASP), City of Coconut Creek and Police Department, local Kiwanis Club, Office Depot, and North Broward Chiropractic.

PHYSICAL EDUCATION (PED)

Students have physical education on a rotation basis. For safety reasons, they are required to wear sneakers. Sneakers with built-in wheels, flip-flops, crocs, backless shoes, and other open-toe shoes are not permitted. A doctor's note is necessary if a child is to be excused from physical education.

PROMOTION/RETENTION POLICY

The professional staff recommends grade replacement based upon all available evaluated student data. Emphasis is placed upon the mastery of basic skills in English and Language Arts, and Mathematics. When determining the promotion and placement of a student, the academic physical, emotional, and social development of the child is considered.

The school will request a conference between the classroom teacher and the parent for each student and being considered for retention. State legislation and county policy impact promotion decisions.

The Student Progressive Plan (Policy 6000.1) can be found at www.browardschools.com

RAINY DAY THUNDER/LIGHTNING DISMISSAL

On rainy days, car riders may be dismissed under the covered walkway on the west side of the school. Walkers and bicycle riders will be held in a rainy-day classroom until the weather clears. Bus riders will meet at designated bus stations within the school before boarding buses.

If it is determined due to severe weather conditions that all students need to move to the common areas, parents will need to come inside. A parent link text message and email will be sent out upon any change. When remaining in your vehicle until the weather clears, please be patient and display the Curb Smart tag for your student(s) you are picking up.

REPORT CARDS

Progress reports inform parents of their children's social, emotional, and academic progress. The reports are sent home with each Kindergarten through 5th grade student every nine weeks.

Students must be in attendance twenty-five (25) days each quarter to receive a report card. Please provide the school with a self-addressed stamped envelope for the final report if your child is not present on the last day of school.

Review the report card with your child, sign the cover, and promptly return the cover to school. If you have any questions, contact the teacher(s). If there are further questions after contacting the teacher, feel free to contact the guidance counselor, reading resource teacher, assistant principal, or principal.

SAFETY PATROLS

Safety Patrols have the responsibility of encouraging safety procedures within our school environment. The Safety Patrols are under the supervision of a staff member and the coordinator is Ms. Indira Quezada.

SALE OF ARTICLES

Students are not permitted to sell anything at school or on the bus.

STUDENT COUNCIL

Staff and classmates select students on the council. Members work for the general welfare of the school. They promote school spirit, assist in school improvement, learn about democracy, government, and community service, and serve as examples of good conduct to the student body.

STUDENT PLANNERS

The student planner is an integral part of the school program for students. Students will record homework, long-range assignments, important dates and other information in the planner daily.

Parents are to review and sign the planning calendar daily and utilize the parent teacher communication section for any non-emergency communication with the teacher. Teachers will check the planner daily.

Research has shown that consistent use and review of the planner by student, parent and teacher has a significant impact on student performance.

Students in Grades K through 5 are issued one planner free of charge.

TELEPHONES/CELL PHONES

The telephones in the school office and classrooms are for school business only. Students will not to be called to the office to receive phone calls.

We are unable to allow students to use the telephone to make afternoon arrangements. It is the responsibility of the parents and students to make transportation arrangements for after-school activities before leaving for school in the morning.

Cellular phones and any other electronic devices must remain in the students backpack and be in the OFF position at all times.

TRADEWINDS IS A TITLE 1 SCHOOL

What is the purpose of Title 1 Funding?

According to the U.S Department of Education the purpose of Title 1 funding, “is to ensure that all children have a fair, equal and significant opportunity to obtain a high-quality education and reach, at minimum, proficiency on challenging state academic achievement standards and state academic assessments.”

The basic principles of Title 1 state that schools with large concentrations of low-income students will receive supplemental funds to assist in meeting students’ educational goals. The number of students enrolled in the free and reduced lunch program determines low-income students. For an entire school to qualify for Title 1 funds, at least 50% of the students must enroll in the free and reduced lunch program. For additional information, please visit the district website under Departments and select Title 1.

UNIFORM POLICY

Tradewinds has adopted a unified dress code. Students are expected to wear the school colors daily: khaki, hunter green, gold and white (and permitted to wear the year’s spirit theme shirt on Fridays). Exceptions must be requested in writing annually within 10 days of enrollment. Approval is not automatic and will be reviewed by the principal. Please refer to the Code Book for Student Conduct for further details.

Our Unified Dress Code Policy consists of the following:

- Tops: Hunter green, Gold, White collared shirts (solid colors only)
- Bottoms (**NO JEANS**): Black or khaki pants, shorts, skirts (knee length), skorts, jumpers. Pants must be worn at the waist with a belt.
- Shoes: Sneakers and closed toe shoes (**No Crocs, slippers, or open-toes shoes allowed**)
- Caps are allowed for P.E., weather conditions, religious reasons, and medical reasons only.

In the event your child comes to school wearing inappropriate attire, you may be contacted and asked to bring appropriate clothing to school. Parents may request exemption from the mandatory uniform policy by completing a waiver. The application for exemption must be completed in full and submitted to the school principal within the first ten (10) school days of a student’s initial attendance.

VISITORS

For the safety of our students, each visitor must wear a visitor’s pass and have a preapproved appointment or schedule. To receive your visitor’s pass, please enter our Single Point of Entry to sign in.

Visitors are screened through a district database. Bring your driver's license or picture identification to secure a badge each time you visit. This policy is for the protection of your child. Since you have entrusted your child to us, we intend to give the best care possible.

VOLUNTEERS

Volunteers are welcomed and needed. There are many opportunities to assist both at school and at home. Many retired and senior citizens currently volunteer at our school. If you can help, please contact your child's teacher or your volunteer coordinator.

Volunteers tutor students, proctor, chaperone field trips, work in the clinic, assist with screenings, provide clerical assistance, and arrange for community displays and presentations.

The district requires that every volunteer be screened. To update our records to ensure the safety and security of our students, all volunteers are asked to complete a new application for the upcoming school year. The application is available at www.browardschools.com/getinvolved. The district will notify you if your application is not approved.

After applying online, please wait one week and contact our volunteer coordinator, Mrs. Kristy Good to check your approval status and receive your volunteer badge. All volunteers must scan their badges when entering and leaving campus.

When volunteering or visiting in classroom activities, please understand that non-school aged children are not permitted.

WEBSITES

Check our website often at www.browardschools.com/tradewinds. Bookmark this page. Follow us on social media Instagram: @tradewindsbcps and on X (formerly Twitter): @tradewindses

Please visit www.browardschools.com for a comprehensive look at The School Board of Broward County, Florida (Attendance Policy, Back to School toolkit, Calendars, Code Book for Student Conduct, The Florida Standards, News Releases, Online School Payments, Policies and Change to Policies, School Meals, Virtual Counselor, Quick Links to District Departments, etc.)

WITHDRAWALS/TRANSFERS

Parents withdrawing students from school are asked to notify the office in writing at least 48 hours in advance. After all books, textbooks and media items have been returned, transfer forms will be issued.

TIPS TO PARENTS

We have a mutual friend, **YOUR CHILD**. It is our desire to make our school a happy learning environment for all. We will strive to enrich the children's experiences through the use of books, audio-visual aids, carefully planned units of work, bus trips, and various educational materials while at school. As an interested parent, you can do much to help. The suggestions given below are some helpful things you can do.

- Help your child start the day right. See that your child has plenty of sleep. Avoid unpleasant situations so that the child will begin the day in a happy frame of mind. This is an important factor in a successful day at school.
- Visit the school. Some parents never visit the school until trouble arises. Let your child feel you are interested in the school and the teachers.
- Join and work with the PTA. Visit their website at <https://tradewindspta.givebacks.com/> and visit them on Instagram and Facebook @tradewindspta
- Be sure to send a note or call the school explaining absences.
- For the health and safety of all students, Broward County School Board policy does not permit the distribution of home-baked goods to students. This includes, cakes, cookies, cupcakes, etc. When sending food for the permitted celebrations you may send in foods prepared and purchased from a store. However, these items must be cleared with the classroom teacher in advance.
- Give the child an opportunity to share responsibilities.
- Encourage your child to finish a task begun.
- Encourage your child to learn to eat different foods.
- Mark sweaters, jackets, book bags, etc., with your child's name.
- Arrange individual conferences with your child's teacher.
- Carefully read all notices and bulletins the school may send out. Also be sure to read the Eagle Parent Newsletter which is posted at the start of each month or available on our school's website <https://www.browardschools.com/tradewimds>
- Notify the school immediately if your address or telephone number changes so that records may be kept up to date.
- Read to and with your child.
- Appreciate the work your child brings home. It will encourage additional efforts in the future.