

COLLINS ELEMENTARY SCHOOL

General Information for the 2023/2024 School Year



2023-2024 School Theme: **Proficiency in Progress! We are on the MOVE!** **Message from the Principal**

Collins Elementary is a school of excellence that ensures a nurturing environment to meet the academic and social needs of children. Our mission is to operate with high expectations that are met through rigorous instruction, personal growth, and effective collaboration with all stakeholders.

We encourage parents to get involved in your child's education by posting the BCPS calendar and keeping track of the dates in our school newsletter. Please also communicate with teachers. The school telephone number is 754-323-5150. To reach school personnel by email, type the person's first name followed by a period, the person's last name followed by the "@" sign, followed by "browardschools.com". Below, please find a listing of personnel that is ready to assist you.

- Assistant Principal: Mrs. Keenan
- Literacy Coach: Mrs. Tobar
- School Counselor: Mrs. Casamitjana
- Exceptional Student Education (ESE) Specialist: Ms. Anderson
- English for Speakers of Other Languages (ESOL): Mrs. Roque
- Office Manager/Volunteer Coordinator: Ms. Jordan
- Cafeteria Manager: Ms. Masterson

We also have bilingual (Spanish) staff members in the main office or on staff to assist parents in need of this service. Please ask for assistance.

Additionally, you are encouraged to participate in School Advisory Council (SAC), School Advisory Forum (SAF), join the Parent/Teacher Association (PTA), and volunteer for school events and field trips. I am looking forward to working with you for the coming school year.

Your Proud Principal,
Tracy D. Jackson, Ed.D.

We Are COLLINS!

Collins Elementary School was built in 1959 and is named after Dania Beach education pioneer, Mrs. Leola Collins. This year marks the 65th anniversary of the school's existence. The school colors are burgundy and gold. The tiger is our mascot. We offer Pre-K through fifth grade classes that include Pre-K ESE Intensive and Head Start. Our diverse population consists of approximately 300 students.

Specific School Information

School Year: August 21, 2023 – June 11, 2024

School Hours: 8:00 a.m. – 2:00 p.m.

Active Supervision begins at 7:30 a.m.

First bell rings at 7:55 a.m. Tardy bell rings at 8:00 a.m.

Meals: Breakfast – Free

Lunch - Free

Milk - \$.60

Bottled Water - \$1.00

Ice Cream - \$1.00 (Weds beginning Sept.6)

Adult Breakfast \$2.70, Adult Lunch \$4.75

*Prices are subject to change.

Breakfast begins at 7:30 a.m. and is served until 7:55 a.m.

ALL Students are expected to be on time and in class by 8:00 a.m.

Students must wear their Student Id badges from the beginning of the day until the end of the day. Student badges are necessary for breakfast and lunch. Please make sure that students have their ID badges daily. If your student brings a lunch box from home, he or she can purchase a milk, water, and/or ice cream. Due to the 30-minute lunch time, we kindly ask not to bring fast food for lunch.

Transportation: Students who live over two miles from the school are eligible for school bus transportation. Parents will automatically receive a card in the mail, approximately one week before the first day of school, informing them of the location and times of pickup and drop off. Please REGISTER 2 RIDE at: <https://tfsweb.browardschools.com/Ride>.



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Arrival: The car drop-off area is located at a curved area from NW 2nd Street by the flagpole. Students **cannot be** dropped off in the bus loading area. Students walking/biking to school must enter the school through the West gate upon arrival. Parents walking their children to school will also use the West gate. Active supervision on campus begins at 7:30 a.m. and must arrive on campus by 7:55 a.m. to make to class on time. Parking is limited, and parents are advised to drop off their children in the car loop. Staff members and student safety patrols will be available to help students get to the right classrooms. **For the child's first day of school, parents will be able to walk students to their classrooms.**

Dismissal: The car pickup area is located at a curved area from NW 2nd Street by the flagpole. Students **cannot be** picked up in the bus loading area. Students walking/biking from school must exit the school through the East Walkers gate. Parents walking up to pick up their children to school will park at CW Thomas Park and meet their children at the East gate. **For parent conferences, conducting school business or attending school events, please park at CW Thomas Park and bring your State Id for school entry. Additionally, if transportation plans change, please contact the school prior to 1 p.m. to permit time for accurate communication.** Safety, security, and courtesy are a priority!!!!

Early Dismissal: Parents are asked to avoid making appointments for their children prior to 2:30 p.m. Students cannot be dismissed 1:30 p.m. to 2:00 p.m. unless due to an extreme emergency.

Bicycle Riders: to comply with Florida law, all bicycle riders must wear safety helmets. They are also required to park their bicycles in the designated area on campus. This area is locked between 8:00 a.m. and 2:00 p.m.

Unified Dress Code: The school has a unified dress code. It helps to maintain safety and security, academic focus, and avoids fashion competition among students. The main office provides the list that offers a variety of styles and colors for clothing items. Parents can request a waiver, but this waiver must be submitted within the first 10 days of school or within 10 days of registration. Collins T-shirts are also available for sale at \$10 in the Main office. Collins T-shirts are worn on Fridays with jeans or appropriate bottoms according to the dress code. **Ripped jeans, leggings, and cropped tops are prohibited.**

Classes: Students receive instruction in core curriculum subjects such as reading, language arts, writing, mathematics, social studies, and science. However, the also attend one "special" class per day for 30 minutes. It will be either Music, Physical Education, or STEAM. Teachers incorporate technology into the curricula and provides student with 20 minutes of recess daily.

Additionally, every student participates in Go for Gold Intervention/Enrichment for 30 minutes daily.

Supplies: Each grade level provides an optional supply list. Additional items might be suggested once school begins. However, teacher will allow students enough time to purchase any other recommended materials.

Attendance: Make sure that your children attend school every day all day. Days missed can jeopardize a student's progress. Please call 754-323-5152 within 48 hours to excuse an absence. However, the School Board policy states that a pattern on non-attendance is established when accumulated time for tardiness, early sign-outs, or absences (excused or unexcused) total five day (30 ours) in a marking period or quarter. If a pattern of non-attendance is determined, a statement provided by the parent explain such absences must be on file at the school, and the principal may request documentation from a physician or a public health unit. The Broward Truancy Intervention to parents. Please teach your child to be punctual, also. This is a trait (and habit) that will serve them well in the world of work.

After School Care: Will be available from 2:00 p.m. to 6:00 p.m. Contact the main office if interested.

Early Release and Employee Planning Days:

On Early Release Days, teachers use the time to plan instruction with colleagues and/or prepare report cards. Students are dismissed at noon. On Employee Planning Day, teachers attend workshops. Students do not attend school Please check the school calendar for the dates.

School Improvement Plan (SIP): The school's SIP has goals for Reading, Writing, Mathematics, and Science. It is a comprehensive plan that guides the school's curricular activities to achieve the school's mission. It is the strategic plan of the school. Please check the school's newsletter and marquee for meeting dates and times of the SAC/SAF that assist in the development of this plan. Meetings are 'open' to the community stakeholders.

Volunteer Program: In September the school will schedule a volunteer orientation meeting. However, if you are unable to attend and are interested, please look for the "Volunteer Opportunities" form in the student's first-week packet or contact Ms. Jordan, Office Manager/Volunteer Coordinator for more information. The school has many opportunities in which volunteers can get involved. We welcome them! Register to volunteer at www.getinvolvedineducation.com.

School Safety: For students' safety and security, all visitors must sign-in with a valid picture ID, receive a visitor's tag, and sign-out at the Single Point desk located in the main office. All visitors must enter the school through the Single Point of entry.

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The school district has security codes that were modeled similarly to the national plan. The students and staff practice procedures. For security and safety reasons, parents will not be allowed to enter the building when a code is in effect. The school will notify parents of certain drills via Class Dojo or Parent link message. However, with certain codes, the school may be evacuated. Signs will be posted. Parents are asked to return to their vehicles during security drills.

Medication Policy: Florida State Law mandates that school personnel do not administer or dispense medication to any student without the written consent of the parent and a completed treatment plan signed by a licensed physician. The student cannot transport the medication. The parent must deliver it to the school in its original container, and it must be properly labeled with pertinent information. If your children require any medication (including items, such as antacids, pain relievers, cough drops, antibacterial ointments, etc.), please request an “Authorization for Medication/Treatment” form, from the main office.

Code of Student Conduct, Discipline, and Back to School Online Forms: The Code of Student Conduct, Policy 5.8, provides specific information regarding the rules that all students are expected to adhere to, as well as consequences for violations. All students are expected to have a signed copy of The Code of Student Conduct as well as other pertinent forms on file at the school. The Code of Student Conduct booklet along with other Back to School Online Forms are available at: <https://www.browardschools.com/codeofconduct>



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Proficiency in Progress! We are on the MOVE!**

The Collins Elementary School Promise

Today is a new Day!
Today I will be kind to others.
Today I will listen and follow directions.
Today I will do all that I can.
Today I will do my very best.
Today I will succeed
Because I am a very special person.

Collins PAWSitive Characteristics

Collins Tigers are...

Kind
Show Respect to Others
Demonstrate Self-Control
Act Responsibly