

Parker Elementary School
640 South Highway 22 A
Panama City, Florida 32404
(850) 767-4570
(850) 747-5197(fax)

Christopher Coan, Principal

Christen Barron, Assistant Administrator

Catherine Pierce - Front Office Secretary; Liz Stephens - Data Clerk; Lisa Barnes - Administrative Secretary, Steve Thomas, SRD

Parker Elementary School History

Parker's first school building was a one room log house on the waterfront of Parker Bayou. On Sundays, it was used for Sunday School and community worship services.

The second school building was a frame building located on the lot where Parker City Hall now stands. This school grew into a four room building and it, too, served the community as a church on Sundays.

The coming of the International Paper Company in 1931 brought an increase in population and, in turn, more demands on Parker School. However, it was not until 1942 that an influx of population, because of the establishment of Tyndall Field, made even greater demands, and a masonry building was constructed. This building originally had eight classrooms, an office, and a stage to use with two classrooms which were convertible for assembly purposes. A room from the older frame school building was moved to the new campus site to serve as a lunchroom. In 1951, a cafeteria, kitchen, small teacher's lounge, library, and one classroom were added.

In 1955, the second addition of two classrooms was built. By 1964, three other additions had been added, making a total of 22 classrooms. In 1983, building number five was occupied, which presently houses six classrooms, Computer Lab, resource room, media center, art classroom and music classroom.

In 2000, construction and renovation began on a new wing to include 7 first grade classrooms, 2 ESE classrooms and a technology lab. At the same time, 16 additional classrooms were renovated. A new cafeteria was completed in 2006. The administrative building and new parking area were completed in 2007.

Our present faculty includes a principal, administrative assistant, 31 classroom teachers, 1 intervention teacher, 2 speech therapists, 2 guidance counselors, 4 special area teachers, and 2 voluntary pre-kindergarten classes. An administrative secretary, clerks, support staff, food service workers, and custodial employees make up the non-instructional staff.

ADMINISTRATION AND FACULTY PARKER ELEMENTARY

2019 - 2020

Christopher Coan, Principal

Steve Thomas, SRD

Christen Barron, Administrative Assistant

V. PRE-KINDERGARTEN

Jessica Bourgeois
Amie Parsons

KINDERGARTEN

Sandy Barfield
Kay Duncan
Ruth Turner
Kim Walker

FIRST GRADE

Tawana Adams
Darlene McGee
Candace Parker
Shaunte Holmes

SECOND GRADE

Ashlie Turnbull
Alicia Domina
Scharia Santana

THIRD GRADE

Cindy Been
Kailyn Mathias
Merrill Ray
Katrina Segrest Adams
Cynthia Williams

FOURTH GRADE

Sharon Anderson
Candice Wilds
Michelle Robinson
Rosetta Williams
Deborah Underwood

FIFTH GRADE

Aimee Brooks
Diana Hext
Trish Marcino
Tanja Roulhac

ESE DEPARTMENT

Brandi Mabius
Shamika Mitchell
Teresa Henson
Kelly Bergstrom

GUIDANCE

Isabelle Hitzeman
Bethany Wolff
Carla Smith

SPECIAL AREA

Bill Breland - P. E.
Minnie Sapp - STEM
Arletha Sparks - Music
Shannon Williams - Media Center

SPEECH

Kathy Graydon
Karissa Splain

INTERVENTION

Elizabeth Hurst

SCHOOL HOURS

7:05 AM Gate opens for student drop-off and breakfast begins.

7:25 AM First Bell

7:30 AM TARDY BELL – Homeroom Class

1:55 PM Dismissal for Kindergarten – 2nd Grade

2:00 PM Dismissal for 3rd Grade – 5th Grade

PARKER ELEMENTARY SCHOOL AFTER-SCHOOL PROGRAM

The Parker Elementary School After-School Program is designed to provide a safe, structured childcare alternative in an educational environment. Students will be provided with recreational activities, creative projects and tutorial services in this after-school program. Please contact the Bay BASE Coordinator @ 850-767-1580. Program hours: 2:00 - 6:00 p.m., Monday - Friday.

EMERGENCY SCHOOL CLOSING

Severe weather may prompt school closings. The public will be notified through the cooperation of local broadcast stations and notification will be sent via IRIS alert.

NON-DISCRIMINATION, EQUAL EMPLOYMENT AND AFFIRMATIVE ACTION

No person shall on the basis of race, color, religion, sex, national origin, handicap, age, or marital status, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any educational program or activity or work environment. The practice shall apply equally to students, employees, applicants for employment and all persons having business with the School Board.

SCHOOL NEWS

A newsletter will be sent home once a month to inform parents of upcoming events and scholastic achievements. Parents please be sure that all information is updated to the best of your ability in Parent Portal. Should you need assistance, please feel free to visit our school office. In addition, Dojo will be used as communication between school and home.

WITHDRAWING FROM SCHOOL

Students moving within or out of county, should give the office a 24 hour notice of intent to withdraw. A withdrawal form will accompany the student to his/her new school. Return all books issued to the student at the time of withdrawal.

VISITING PARKER ELEMENTARY SCHOOL

We enjoy having our parents visit the school; however, according to Florida State Law, all visitors must check in at the office and present identification to receive a visitor's badge before going to classrooms. All visits should be arranged with the school ahead of time. If you would like to have a conference with the principal and/or a teacher, please call the office to arrange an appointment (767-4570).

HOMEWORK

Homework is an important part of your child's education. Activities are designed to be a follow-up of teacher instruction. Timely completion of homework submitted to the instructor reinforces learning and teaches responsibility. Children who are absent may ask for missed assignments on the day they return to school. If your child is absent for more than one day and you wish to arrange for missed assignments, please contact the school and allow 24 hours for teachers' to gather assignments.

LOST AND FOUND

You may visit the school office to inquire about lost and found items. Please label all clothing, books and lunch bags. ALL unclaimed items will be disposed of periodically throughout the school year.

STUDENTS LEAVING SCHOOL

Students may not leave school during the day without permission. Students are never permitted to go home alone during school hours. This is for their safety and because we care about them.

If a student needs to be picked up early, a note MUST be sent that morning to the teacher. When a child is checked out early, this is considered a tardy. Upon arrival at school, please come to the office and the staff will call your child. DO NOT GO TO THE CLASSROOM.

ATTENDANCE POLICY

In order for a student to benefit from classroom instruction, regular school attendance is essential. Parents should notify the school of the student's absence. If the school has not been contacted after three days, the school will contact the parent to discuss the absence. We want our students to be here every day so they do not miss out on the wonderful activities planned. (Refer to Bay District School Board policy No.7.104 and 7.105)

TARDY POLICY

Late students must be signed in by a parent in the office after the gate closes at 7:30. Students will NOT be allowed to enter the classroom without a parent signing them in at the office.

ENROLLMENT GUIDELINES

A child must be five (5) years old by September 1st of the current school year to begin Kindergarten.

The following documents must be presented in order to register a student for school:

- Proof of Residence (2)
- Student's Birth Certificate
- Social Security Card
- Proof of physical examination (Form DH3040) within one year prior to enrolling in school if entering a Florida school for the first time.
- Florida Certificate of Immunization (Form DH680)
- Picture ID of parent or guardian

BUS CHANGES

Permission for a student to ride a bus other than the one assigned, or to get off at another bus stop, will be approved only in cases of emergency, with a written note signed by principal or designee.

If there is any change in the way your child is to go home, **we must have a note**. Otherwise, your child will be sent home their usual way.

NO transportation changes can be made after 1:30.

CARE OF SCHOOL PROPERTY

Students are responsible for any damage to or lost library books and textbooks assigned to them. Therefore, the student's parent must pay the purchase price of the item lost, destroyed or unnecessarily damaged.

STUDENT UNIFORM AND GROOMING 7.209

The School Board has adopted the following mandatory rules for dress and grooming:

(for complete text, refer to Bay District School Board Policy 7.209 - www.bay.k12.fl.us)

Tops

- Tops may be a maximum of 3 solid colors (white and 2 colors determined by the school). Parker's colors are green and blue. Polo/golf shirts with collar and buttons, collared dress shirts with sleeves (no cap sleeves and underarms must be covered, turtlenecks and t-shirts are all acceptable. Small manufacturer's trade-mark is acceptable. Students may layer tops; however, all visible tops must be in the designated colors.
- School approved T-shirts (class, club, spirit, etc.) – unaltered
- All tops must be appropriately fitted.

Sweaters/Sweatshirts/Hoodies

- Must be one of the 3 approved solid colors (school logo not required).
- Long-sleeved sweatshirts/hoodies must be one of the 3 approved colors (school logo not required).
- Must be appropriately fitted.

Please Note: "School approved" means clothing carries school logo and is in school colors.

Bottoms

- Belts must be worn if the pants have belt loops. Belts must be traditional and must be worn in loops and pants **shall be unaltered**.
- Bottoms can be khaki, navy blue, black or blue jeans (Not cut offs). No large pocket style pants, bell bottoms, baggy pants, hip huggers, carpenter pants, or overalls; and no holes.
- No shorts, skirts or dresses shorter than five inches above the knee caps as measured standing up. (K-5 students may wear jumpers).
- Dresses with sleeves (underarm must be covered) must be one of the school's chosen colors and a solid color.
- Small manufacturer's trademark and minimal embellishments are acceptable.

Shoes

- Sandals with back or back strap for grades K-5 only; otherwise must be closed toe and closed back.
- Bedroom shoes are not allowed.

Other

- Hats or other sun-protective wear are to only be worn while students are outdoors during school hours (not during class changes); however, at all other times, the sun-protective items must be properly stored by the student in pockets, purse, locker or backpack.
- No jewelry or accessories that may be used as weapons such as chains or spiked jewelry are allowed.
- Jackets/coats must have either buttons, zippers or snaps that are from top to bottom and may be in any color. Jackets/coats may be worn in classroom at discretion of teacher.
- Scarves must be worn appropriately around the neck or shoulders. (accessory item only; NO bandanas)
- No bedroom clothes.

Consequences for Violations of the Dress Code Policy

- First and Second offense consequences are notification to parent and change of inappropriate attire.
- Consequences for subsequent offenses may include one or more of the following at the discretion of the principal:
 - A. notification of parent or guardian;
 - B. change of inappropriate attire;
 - C. one to three days of in-school or out of school suspension; or
 - D. three days after school detention, if available.
- The fourth and subsequent offenses are willful disobedience which will result in further disciplinary action, which may include out of school suspension or expulsion.
- Any absence resulting from a violation of the Student Dress Code will be considered an unexcused absence.

Prohibited Attire at all Schools

While on school grounds during the regular school day, students are prohibited from wearing clothing that exposes underwear or body parts in an indecent or vulgar manner or that disrupts the orderly learning environment. Any interpretation of the dress code that is required of this policy shall be the responsibility of the principal of each school. The Superintendent is authorized to make the final decision regarding the interpretation, application and enforcement of this policy and to make certain that it is being uniformly applied and enforced at each of the schools within the District.

2019-2020 RECOVERY DRESS CODE

Bay District Schools

Our Students Dress for Success!

The Importance of an Effective Dress Code Policy

Our professional educators and staff understand the effect that clothing and grooming can have on student behavior and a commitment to learning. We also know parents play a vital role in helping students have a successful school experience, which includes making appropriate choices when it comes to clothing, accessories and personal appearance. However, we know that the hurricane has presented many challenges to our families so we are making some **temporary revisions** to the existing dress code.

In order to maintain an atmosphere conducive to learning, the Bay District School Board expects all students to follow the policy and make smart choices about personal appearance. We hope these **temporary revisions** will help our parents and students make appropriate choices for school clothing.

Students should avoid attire that seriously detracts from the learning environment, is considered to be disruptive or could present a health or safety problem.

Dress for Success Every Day!

The School Board has adopted the following mandatory rules for dress and grooming (EDS Policy 7.209). Below you will find the **TEMPORARY REVISIONS** for the 2019-2020 School Year as we continue to recover from Hurricane Michael.

Top:

- T-shirts and shirts of any color
- Must be appropriately fitted with sleeves
- Must be unaltered; covering underarms and waist
- No inappropriate language, graphics or logos

Shoes:

- Closed toes and closed backs preferred
- No bedroom shoes, flip-flops, shower shoes, or beach footwear

Other:

- Scarves must be worn appropriately around the neck or shoulders (accessory item only; no bandanas).
- No head wear except sunglasses. Hats or other sun protective wear to only be worn while students are outdoors during school hours (not during class changes); however, at all other times, the sun-protective items must be properly stored by the student in pockets, purse, locker or backpack.
- No jewelry or accessory that may be used as weapons such as chains or spiked jewelry.
- Students participating in extracurricular activities shall conform to the standards of this policy while attending classes during the regular school day. Cheerleaders may wear their uniforms when required for participation in school sanctioned activities. Athletes may wear the team jerseys on game days with appropriate uniform bottoms.
- No bedroom clothes.

Bottoms:

- Bottoms of any color
- Bottoms must be appropriately fitted and seated at the waist.
- No shorts, skirts or dresses shorter than five inches (5") above the knee caps as measured standing up
- Dresses with sleeves (underarm must be covered)
- Fitness pants such as leggings, Yoga pants, sweatpants, exercise tights, etc. must be covered with a top that reaches fingertip length when arms are at sides

Sweatshirts/Hoodies:

- Must be appropriately fitted
- Hood may not be worn indoors
- No bedroom clothes.



Start Color	
Middle Schools	
A. Crawford Hodder	Green, Orange, White
Way	Black, Red, White
J.R. Arnold	Grey, Navy, White
Middle Schools	
Zeta	Dark Green (Forest), Gold, White
Hannitt Brown	Orange, Royal Blue, White
Nestor I.	Dark Blue/Black, Yellow, White
Surfside	Black, Turquoise (Teal), White
Elementary Schools	
Calloway	Gold, Royal Blue, White
Cedar Grove	Royal Blue, Yellow, White
Bear Point	Blue, White, Green
Hilland Park	Red, Yellow, White
Matthew Beach	Blue, Orange, White
Lucille Moore	Red, Royal/Navy Blue, White
Lynn Haven	Red, Navy Blue, White
M. Cherry Street	Red, Royal Blue, White
Northside	Navy Blue, Yellow, White
Parker	Dark Green (Hunter), Light Blue, White
Sawyers	Green, Yellow, White
Southpoint	Navy Blue, Red, White
Tommy Smith	Red, Royal/Navy Blue, White
Tyndall	Blue, Red, White
Wiley	Navy Blue, Yellow, White
West Bay	Red, Blue, White
K-12 School	
Lakefield	Black, Yellow/Gold, White
Reinhardt	Maroon, Black, White
K-12 School	
Franklin Point	Gold White, Blue, Yellow
Deane Potzman	Navy Blue, Red, White
Special Purpose Schools	
HKL	Please contact school
New Horizons Learning Center	Navy Blue, White, Red
St. Andrew Elementary	Navy/Royal Blue, Red, White
Charter Schools	
Bay Haven Charter Academy	Please see website
Charter League Learn and Serve	
Palm Bay	
North Bay Haven	
Young Leaders Academy	
University Academy	
Central High School	

Prohibited Attire at all Schools

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- Any interpretation of the dress code that is required of this policy shall be the responsibility of the principal of each school. The Superintendent is authorized to make the final decision regarding the interpretation, application and enforcement of this policy and to make certain that it is being uniformly applied and enforced at each of the schools within the District.

To Our Parents and Students

- Thank you for working with us to ensure a safe and secure educational environment that is free from distractions based on grooming and clothing issues. If you have any questions about specific items of clothing and whether they are appropriate for school wear, please contact your school administrator or guidance counselor for assistance. For additional information, contact your school principal, or the Director of Student Services at **850-767-4311**.

LUNCHROOM

Breakfast and lunch will be served daily. Breakfast begins at 7:05 AM.

The current prices are:

Student Breakfast	FREE
Adult Breakfast	\$2.00
Student Lunch	FREE
Adult Lunch	\$3.50

SCHOOL PARTIES

Holidays and end of the year parties will be arranged by individual classroom teachers. **Birthday "treats" must be prearranged.** To maintain confidentiality of school records, we are not permitted to provide student lists.

PARENT/TEACHER COMMUNICATION

Please call the school office or send a note to the teacher to arrange for a conference. Your call will be returned as quickly as possible. **Classes will not be interrupted for messages except in an emergency.**

PERSONAL APPEARANCE

The primary responsibility for the appearance and cleanliness of the student rests with the parent/guardian. When students are dressed appropriately for school, they realize it is time to work and learn.

PERSONAL ITEMS

Toys, pocket knives, firecrackers, play equipment, matches, cosmetics, unneeded money, and pet animals must be left at home.

REPORT CARDS

Report cards will be posted on Parent Portal four times a year and shows how your child is progressing each 9 week period.

Grading Scale Grades for K-5:

A	90 - 100
B	80 - 89
C	70 - 79
D	60 - 69
F	59 and below

MEDIA CENTER

The primary purpose of the media center is to serve the instructional needs of teachers and students. It provides materials for independent investigation, inquiry and discovery as well as reading or listening for fun. **Accelerated Reader** books are available for all reading levels, and computer centers are set up for the purpose of search stations, testing, Internet and CD-ROM research. The media center also serves as a display for student artwork throughout the school year.

Instructional Television (ITV) is networked to each classroom. Students learn to be news reporters, meteorologists, camera operators, technicians and directors. Via ITV, during the daily morning announcements, the principal challenges students to be their best.

HEALTH SERVICES

Parker receives the services of a health support technician daily and a registered nurse one day per week. They are available to assist parents and students with health problems in school. As a part of the School Health Services Program, students will receive vision and hearing screenings in grades KG-5.

Health screening tests are not diagnostic, but are designed to identify students who may have a health problem and who may need further evaluation by a doctor or other health professional. The school nurse will notify parents of any problems identified.

ILLNESS AT SCHOOL

It is important that the office staff know whom to contact in the case of an emergency or illness at school. Forms completed during the first days of school should include this information. It is important to keep your information updated in Parent Portal and notify the office when any information such as address, phone number, work number or custody changes occur.

If a child has a chronic illness such as asthma or an allergy, it is the parent's responsibility to give this information to the teacher. School is not the place for a sick child. Our facilities are limited. If a child is sick, it is better for the child to stay home.

MEDICATION

State law requires that the parent/guardian obtain a BAY DISTRICT SCHOOL FORM FOR PERMISSION TO ADMINISTER MEDICATION from the school or child's physician. It must be filled out and signed by the physician, indicating the medication, dosage and administration time on the form. NO MARKOUTS OR CORRECTION LIQUID can be used. The bottom of the form must be signed by the parent or guardian.

For the safety of all students, it is the parent's responsibility to bring and pick up medication. It must be brought to school in the original container with a pharmacy label. ABSOLUTELY NO OVER THE COUNTER MEDICATION (i.e. aspirin, aspergum, cough drops, cough syrup, decongestants, Tylenol, Aleve, etc.) will be given without a PERMISSION TO ADMINISTER MEDICATION FORM FROM THE PHYSICIAN. NO CHILD IS ALLOWED TO BRING ANY TYPE OF MEDICATION TO SCHOOL WITH THEM.

On the last day of school, ALL medication must be picked up or it will be destroyed.

CHILD ABUSE

Fla. Stat. §1006.61 requires that each school post a notice that "pursuant to chapter 39", all employees and agents of the district school board have an affirmative duty to report all actual or suspected cases of child abuse, abandonment or neglect; have immunity from liability if they report such cases in good faith; and have a duty to comply with child protective investigations and all other provisions of law relating to child abuse, abandonment, and neglect.

Fla. Stat. §1012.799 requires instructional or administrative personnel having knowledge that a sexual battery has been committed by a student upon another student must report the offense to law enforcement, regardless of whether or not the sexual battery occurred on school property.

The statewide toll free telephone number of the central abuse hotline is 1-800-962-2873.

PREVENTION AND CONTROL OF HEAD LICE

Pediculosis (head lice) is one of the most common health problems of childhood. The school nurse and other school personnel have been trained to identify lice and nits. Parents should be aware of the facts of lice and inspect children frequently.

FACTS ON HEAD LICE:

Anyone can get head lice. It is not a sign of being unclean. Head lice cannot jump or fly, but they can crawl rapidly. Head lice are transmitted by direct contact, by wearing clothing, using a brush or comb and even sharing jewelry with a person who is infested. Head lice make their home in human hair and lay eggs called nits on the hair. Nits are tiny, yellowish-white, oval specks attached to hair shafts. Unlike dandruff, nits will not wash off or blow away. Persistent itching is one of the first signs that one may have head lice. If one person in the family has head lice, there is a good chance that others will have it too. So, each family member should be checked. Dogs and cats do not have head lice.

TREATMENT:

Parents are responsible for the treatment of their child. Treatment is a two-step process involving the use of a head louse shampoo (pediculicide) and a comb made especially for nit removal. Several louse shampoos are available at pharmacies. ALL nits must be removed from the hair. The student MUST be checked by a school official with the parent present before he/she can be re-admitted to school.

PARENT INVOLVEMENT

The strength of our school is enhanced by parent involvement. Your active participation in your child's education begins at home by providing encouragement, support and supervision. In order to keep current with your child's development, we encourage you to communicate with your child's teacher periodically. The following provide other opportunities for you to be actively involved at Parker: The School Advisory Council will be composed of parents, teachers, an administrator and a community representative. The team will work closely with the principal and staff to advise and assist with educational needs, establish priorities, inform and advise school staff of community conditions, and facilitate communications among

school, parents, and community. If you are interested in becoming a member of this team, please contact the school office (767-4570). We also encourage grandparents, friends and business associates to join. The MAGNET that draws us all together is our concern for children and youth. Your membership is an investment in your child's future.

PTO Officers will be elected each year for a President, Vice- President, Secretary, and Treasurer.

If you have one hour, or many, to share with students and staff at Parker, please consider being a Parent Volunteer. Contact the parent liaison at 767-4570.

SCHOOL IMPROVEMENT PLAN

The School Improvement Plan is on file in the school office and the library for everyone who wishes to see it. The School Advisory Council participates in developing and approving the School Improvement Plan. The Title One Parent Involvement Plan is also on file.

TRANSPORTATION RULES

The cooperation of parents is requested in making sure their children understand the following bus regulations. These regulations are in the interest of student safety and comply with the Florida law and School Board Policy.

TRANSPORTATION TAGS

All students are required to wear a transportation tag indicating whether they are a bus rider, car rider or walker. The tags will be provided by the school. The tags may be attached to the student's backpack, worn on clothing or on a lanyard around the neck.

DROP OFF/PICK-UP AREA:

Parents of K-2 students need to use the car lane next to curb/sidewalk. Parents of 3-5 students need to use the car lane next to parking area. Parents who are picking up children must display the school provided sign stating who they are picking up.

The bus riders will line up at the bus loop on the south side of the campus. Car riders will wait outside the brick wall by the car loop by the main

entrance. Walkers will exit the building through the main hallway on the east side of the building.

WAITING FOR THE BUS:

Students must conduct themselves in an orderly manner and stand off the roadway while awaiting the bus. The students must be on time. The bus will not wait for those who are late.

ENTERING THE BUS:

Students may not enter the bus in the absence of the driver. They must board the bus and leave the bus at their regular stop. **Every child will need a bus tag with their name, address, bus route and bus stop information.** Changes are permitted only with the written permission of a parent and the principal.

RIDING THE BUS:

Students are required to follow the rules and regulations established by the Bay County School Board Authority of School Bus Drivers: Florida Statutes, Chapter 232.28 provides that the driver of a school bus shall preserve order and good behavior on the part of all pupils being transported. Any pupil who persists in disorderly conduct shall be reported to the school administrator who has the authority to suspend the pupil from riding the bus.

Students must stay in their seats at all times when the bus is moving. Students must obey the bus driver. The driver is in full charge of the bus and students. The driver has the right to assign students to certain seats if necessary to promote order on the bus. Students must keep their heads and arms inside the windows.

Absolute silence is required at all railroad crossings. Students may not eat, drink, smoke or chew gum on the bus. Electronic devices such as Ipads, laptops, etc. cannot be carried on the bus. Students must not use profanity or abusive language. Animals, glass containers, sharp objects, balls, bats, cutting instruments, fireworks, and other similar objects may not be brought on the bus. Large objects that interfere with seating and the safety of others will not be permitted on the bus.

LEAVING THE BUS:

When leaving the bus, students must walk 10 feet in front of the bus and wait for the driver's signal to cross the road.

SCHOOL DISCIPLINE PLAN

Parker Elementary participates in the Positive Behavior Support (PBS) Program to create an overall positive school climate. The mission of PBS is to increase positive behaviors, decrease negative behaviors, and to create a safe environment for learning through a consistent and positive behavior program.

The Peace First social skills curriculum is used school-wide as part of our PBS program. Daily social skill lessons assist the students in building relationships and teach them how to peacefully get along with others. The Peace First curriculum focuses on themes such as friendship, fairness, cooperation, conflict resolution, and consequences of actions, all through the use of experimental activities and cooperative games.

A reward system is used to encourage positive behaviors. Rewards may include individual class rewards and privileges, participation in class activities and projects, field trips, recognition on ITV, weekly and monthly school-wide celebrations, and various other privileges.

Effective consequences have been developed to discourage negative behaviors. Consequences for misbehavior include parent notification, loss of privileges, detention, work detail, in or out of school suspension, bus suspension, or other consequences determined by administration.

SAFETY AND SECURITY OF CAMPUS

"Students and their parents are encouraged to help ensure the safety and security of our campus. If you have knowledge of anything that could result in harm to any student or employee, be responsible and talk to an administrator or School Resource Officer. If you wish to report the information and remain anonymous, call the Save-a-Friend Hotline at 1-866-621-7169. Help to protect yourself, your friends and your school! Show that you care...report incidents and prevent danger."

THE COMPLETE BDSB CODE OF STUDENT CONDUCT AND DISCIPLINE WILL BE SENT HOME WITH EACH STUDENT AT THE BEGINNING OF THE SCHOOL YEAR.

PARENTS ROLE IN DISCIPLINE

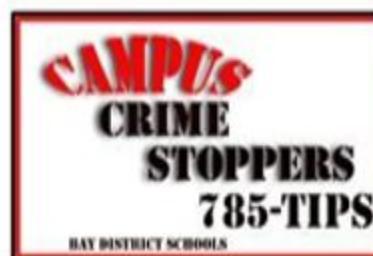
The major role of parents in discipline is to continually show the child that they are interested and supportive of how their child is doing in school. When the child sees that adults at home are actively concerned with whether or not he/she is doing his/her best, the student is given a real incentive to strive for excellence.

Parents are asked to support teachers and staff by consistently reinforcing the expectations of being responsible, respectful, and ready to learn. Providing children a time and location within the home to complete homework, ensuring that children are on time to school, and being in contact with their child's teacher sends a message that school is important and that parents want their child to achieve to the best of his/her ability.

alleged perpetrator and witnesses. Each individual will be interviewed separately and at no time will the alleged perpetrator and victim be interviewed together. There shall be **NOTIFICATION to the student's parent on the SAME DAY** the incident is reported through telephone, personal conference, or in writing. Parents must be informed of actions being taken to protect the child. Reporting must be consistent with student privacy rights. Anonymous reporting can be done in the school guidance office.

RELIGIOUS EXPRESSION BILL (SB 436)

Students in Florida's public schools cannot be punished for including religious materials in their coursework, and that they may pray at school during non-course time. It further states that school employees also may participate voluntarily in religious activities that are initiated by students before or after the school day.



BULLYING, HARASSMENT AND CYBERSTALKING

BULLYING, HARASSMENT and CYBERSTALKING is prohibited by the School Board and Parker Elementary School and will not be tolerated. Those that report these behaviors FALSELY will also receive consequences. These behaviors apply to students, employees, volunteers and visitors to the school campus. Procedures for Reporting Bullying at Parker Elementary School: Incidents may be reported to the School Counselors or Administration. An investigator (the school counselor) will be trained to investigate such reports and conduct documented interviews with the victim,

STUDENT SURVEYS 7.404

The District shall cooperate with the federal government and state agencies such as the Florida Department of Health in conducting student surveys. These surveys shall be conducted anonymously and shall contain no personally identifiable information from or on any individual student. Parents shall be notified of upcoming surveys that reveal information concerning one or more of the following items:

- Political affiliations or beliefs of the student or the student's parent;
- Mental and psychological problems of the student or the student's family;
- Sexual behavior or attitudes;
- Illegal, anti-social, self-incriminating, or demeaning behavior;
- Critical appraisals of other individuals with whom respondents have close family relationships;
- Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
- Religious practices, affiliations, or beliefs of the student or student's parent; or
- Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

No student shall be required to participate in such surveys if the student's parent objects in writing to the student's participation. Parents shall have the right to inspect any such survey instrument before the survey is administered or distributed if the request is made within a reasonable period of time. Parents shall be notified annually at the beginning of each school year of this policy and the notice shall include approximate dates during the school year when any such survey is administered.

Authority: §1001.41, Fla. Stat.

Law Implemented: PPRA, Public Law 107-110, Title X, Part F, Section 1061

History: New, December 10, 2003

BAY DISTRICT SCHOOL ANNUAL NOTICE REGARDING DISCLOSURE OF STUDENT DIRECTORY INFORMATION

Federal and State laws require that Bay District Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from a student's education records. However, Bay District Schools may disclose appropriately designated directory information without written consent UNLESS you advise Bay District Schools to the contrary.

Parent(s), adult students or former students shall have 30 days from the day of receipt, to inform the student's school principal, in writing, that any or all of the directory information should not be released without their consent. Such directory information includes Bay District Schools has designated the following information as directory information:

- Student's name, address, and telephone number (if there is a listed number)
- Image or likeness in photographs, videotape, film or other medium
- Date and place of birth
- Major field of study
- Current grade level
- Participation in officially recognized activities and sports
- Weight and height of athletic team members
- Dates of attendance
- Degrees and awards received
- Most recent previous educational agency or institution (school or center) attended by the student.

Directory information is generally not considered harmful or an invasion of privacy if released. Directory information relating to students shall be released only to the following:

- In-school use of student directory information for official school business.
- Student directory information, without addresses or telephone numbers, for school annuals, school newspapers, honors lists, and printed materials or programs for extracurricular activities.
- Student directory information of junior and senior students may be furnished, upon request to:
 - Armed Forces Recruiting Officers, including the U.S. Coast Guard, for their use in providing for mail out information to student in regard to opportunities available to them in the United States Armed Services; provided, however, that any student may request that his/her name not be given for this purpose.
 - Florida public universities and colleges.
 - United States Congressman and Senators and Florida legislators.

DISTRICT SCHOOLS ANNUAL NOTICE REGARDING PUBLIC EDUCATION RECORDS

The Family Educational Rights and Privacy Act (FERPA) and Florida law afford parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 30 days after the day the School receives a request for access. Parents or eligible students should submit to the School Principal a written request that identifies the records they wish to inspect. The School principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. Parents or eligible students who wish to ask the School to amend a record should write the School principal, clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision on and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interest. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer. (NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.)

Student records are maintained at the school the student currently attends or, in the case of former students, the school last attended. The procedures for exercising the aforementioned rights are explained in further detail in School Board Policy 7.301, copies of which are in each school office, the District offices at 1311 Balboa Avenue, and via the Internet at www.bay.k12.fl.us/district/policy.

Bay District School system will forward records to other schools that have requested the records and in which the student sees or intends to enroll (34CFR §§ 99.7 and 99.34(a) (ii)). Such records will include disciplinary records, which will include suspension or expulsion.

Parents and students over 18 years of age ("eligible students") have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U. S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5920

WHAT IS TITLE I?

Title I is a supplementary, federally funded educational program. The program is implemented in qualifying schools to provide an enriched and accelerated learning environment for students. Achievement of high academic standards is promoted through services and resources provided by Title I funds.

What is the goal of the Title I program? The goal of Title I is to enhance student success by providing a high quality curriculum and instruction in a supportive and effective learning environment.

Which schools receive money? Schools in Bay County with 75% or higher free/reduced lunch applications are eligible for Title I school wide project status. Title I can be used to benefit the entire student population.

Who is in charge of developing and implementing Title I? The school district, principal, teachers and parents all must be involved in developing and implementing the Title I / Stimulus Money programs. The state also has a role in helping schools and school districts implement their programs.

How are Title I funds used at Parker Elementary School?

Paraprofessional support

Staff Development, Parent workshops and Parental Resources

Student Services Interventionist

Do Title I programs need to show results? Yes. Each school district is required to review whether their Title I programs are effective. Schools need to show that they are making adequate progress sufficient to enable all Title I students to meet challenging state standards.

What is the role of a Title I Parent? Parents must be involved in designing and developing the Title I programs. Each school and district must have a parent involvement policy (detailed plan available in the office) which outlines how parents will share the responsibility for ensuring that students meet the state standards.

Request to transfer

If an academic need arises and a parent desires to request a transfer for his/her child from one teacher to another, the following process will be used:

1. Parent initiates the request for a teacher transfer using the FOCUS form online.
2. The principal schedules a parent-teacher conference (required attendance by the parent and teacher and facilitated by the principal) to discuss the parent's concerns.
3. The principal renders a decision on the transfer request within two weeks of the form being received.

Request to transfer from an out-of-field teacher

If a parent desires to request a transfer for his/her child from one teacher to another for out-of-field reasons, the following process will be used:

1. Parent initiates the request for a teacher transfer using the FOCUS form online.
2. The principal schedules a parent-teacher conference (required attendance by the parent and teacher and facilitated by the principal) to discuss the parent's concerns.
3. The principal renders a decision on the transfer request within two weeks of the form being received.

Student Records, Student Surveys, Directory Information & Annual Notification of Rights under FERPA for Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA), the Protection of Pupil Rights Amendment (PPRA), Florida las and Bay District School Board policy afford parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. (FERPA, PPRA), (1002.22, 1001.41 Fla. Stat.), (School Board Policy 7.301, 7.404)

I understand I will receive through the Bay District Schools Parent Resource Guide:

- Annual notification of my right to inspect and review my child's educational records.
- Annual notification of my rights regarding administration of student surveys.
- Annual notification of the categories of information designated as directory information.

The Bay District Schools **Parent Resource Guide** may be accessed at my child's school website and at the Bay District Schools website, www.bay.k12.fl.us. Paper copies of the Bay District Schools Parent Resource Guide are available upon request at schools or by calling 850-767-4311. Parents and students should read this guide carefully. Note: **The electronic edition of the Parent Resource Guide is the latest edition. It replaces earlier electronic and printed editions.**

Student Participation in the Pledge of Allegiance

Florida HB 7029, signed into Law by Governor Rick Scott on April 14, 2016, amended Florida Statute 1003.44 by spelling out requirements. In accordance with the law, upon written request from the student's parent/guardian, Bay District students may be excused from participation in the Pledge of Allegiance.

Updated provisions, effective July 1, 2016, from the FL Statute 1003.44 include:

- When the national anthem is played, students and all civilians shall stand at attention, men removing head coverings except those worn for religious purposes.
- The Pledge of Allegiance is defined:
"I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all."
- The Pledge of Allegiance shall be rendered by students standing with the right hand over the heart.
- The Pledge of Allegiance shall be recited at the beginning of the day in each public elementary, middle, and high school in the state.
- Each student shall be informed by a written notice published in the student handbook or a similar publication pursuant to s. 1006.07(2) that the student has the right not to participate in reciting the pledge. Upon written request by his or her parent, the student must be excused from reciting the pledge, including standing and placing the right hand over his or her heart.
- When the pledge is given, non-exempt students must show full respect to the flag by standing at attention, men removing any headdress, except when such headdress is worn for religious purposes.

If you would like your student to be exempt, please contact your child's school directly. The school will advise you how to proceed with your written request.

