

ORMOND BEACH ELEMENTARY

PARENT/STUDENT HANDBOOK

2020-2021



**Ormond Beach Elementary School
100 Corbin Ave.
Ormond Beach, FL 32174**

Important Contact Information:

Front Desk: (386) 258-4666

FAX: (386) 506-5075

Attendance ext. 51721

Clinic ext. 51798

Cafeteria ext. 51799

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THE SCHOOL DISTRICT OF VOLUSIA COUNTY
Community Information Services
Post Office Box 2118, DeLand, Florida 32721-2118

Approved 07/20/2020

REF: 2021Inclcal

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Community Information Services
Post Office Box 2118, DeLand, Florida 32721-2118

2020-2021 School Calendar - REVISED

Make-up days for inclement weather include November 23 and November 24.

August 11 (Tuesday) Preplanning Begins – Teachers Report
 August 31 (Monday) First Day of School for Students
 September 7 (Monday) Labor Day Holiday
 September 21 (Monday) Professional Development Day/Student Holiday
 November 3 (Tuesday) Teacher Duty Day/Student Holiday
 November 11 (Wednesday) Veterans Day Holiday
 November 23 (Monday) Thanksgiving Holiday Begins
 November 23 and 24 will be used as makeup days for inclement weather if needed
 November 30 (Monday) Classes Resume
~~December 18 (Friday) Teacher Duty Day/Student Holiday~~
 December 21 (Monday) Winter Holiday Begins
 January 5 (Tuesday) Classes Resume
 January 18 (Monday) Martin Luther King's Birthday Holiday
 January 25 (Monday) Teacher Duty Day/Student Holiday
 February 15 (Monday) Presidents' Day Holiday
 March 19 (Friday) Teacher Duty Day/Student Holiday
 March 22 (Monday) Spring Holiday Begins
 March 29 (Monday) Classes Resume
 May 31 (Monday) Memorial Day Holiday
 June 4 (Friday) Last Day of School for Students
 June 8 (Tuesday) Last Day of School for Teachers

Early Release Days

All students will be released approximately one hour early on the ~~33~~ 6 Wednesdays listed below.

December 2, 2020	January 6, 2021	February 3, 2021	March 3, 2021	April 7, 2021
May 19, 2021				

Grading Period/Report Card Dates

Period	Days	Grade Period Begins	Midterm Period Ends	Grade Period Ends	Grades on Parent Portal	Report Card Distribution
1	45	08/31/2020	09/30/2020	11/02/2020	11/09/2020	11/13/2020
2	40	11/04/2020	12/09/2020	01/22/2021	01/29/2021	02/05/2021
3	37	01/26/2021	02/17/2021	03/18/2021	03/29/2021	04/05/2021
4	49	03/29/2021	04/28/2021	06/04/2021	DATE TO BE ANNOUNCED	DATE TO BE ANNOUNCED

School Mission Statement

OBE will create a nurturing, pleasant environment and will do whatever it takes to ensure all students achieve academically.

School Vision Statement

Believing that all students in Ormond Beach Elementary School can and will learn, our vision is to provide educational programs and services of distinction, which will assure that our students attain their full potential. Through the cooperative commitment of family, community and school, students will acquire knowledge, wisdom, and ethics which will enable them to be successful contributors in a democratic society.

Ormond Beach Elementary School Website

Visit us on the Web to find out more information about our school, staff, events!

Go to the ***Volusia County Schools*** website

Click on ***Schools***

Enter ***Ormond Beach Elementary*** in *Search by Schools*

Select the *Ormond Beach Elementary School* tile

or visit directly at:

<http://myvolusiaschools.org/school/OrmondBeach/Pages/default.aspx>

Social Media

Follow us on social media for up to the minute information on events and happenings at:

Ormond Beach Elementary (Facebook)

or

@OrmondBeachElem (Twitter)



Ormond Beach Elementary School Faculty and Staff

Principal

Shannon E. Hay

Assistant Principal

Sarah Callahan

Office Staff

Denise Bennett

Nicole Diehl

Lori Kangas

Kendra Timpson

Kindergarten

Sandy Bordis

Megan McMahon

Michelle Tomlinson

First Grade

Tracy Badraoui

Ashley Cowin

Bette Kirschbaum

Second Grade

Laura Cook

Tammy Every

Lori Strasser

Third Grade

Candace Haynes

Francesca Knutson

Jeanne Neat

Fourth Grade

Leslye Grossmann

Lauren Lohmann

Fifth Grade

Amy Airgood

Robbin Hammonds-Durden

Instructional Support

Jennifer Bronson, Intervention

Julie Reheiser, Academic Coach

Student Support Services

Tim Breter, Psychologist

Lori Gregson, School Counselor

Stacy Pruet, Speech Clinician

Exceptional Student Education

Lauren Huhta

Jaime Kaminski

Special Areas

Laura Buckley, Art

Kris Light, Music

Lyle Shearer, Physical Education

Media

Tracy Thompson, Media Specialist

Joelle Harris, Media Office Specialist

Custodial Staff

Rosa Torres

Christopher Sparr

Willie Stalling

Cafeteria Staff

Colleen Maines, SWC Manager

Kristie Chiaravalle

Karen Kelley

Linda Maymo

Jackie Dienst, DRA

Tina Wilsey, DRA

Clinic

Marianne Smith, Clinic Assistant

Extended Day Facilitator

Deanna Jones

School Attendance/Hours

Our goal at OBE is for students to attend school regularly, as well as punctually. We ask that parents join us in making every effort to ensure that all students are present and on time every day.

***School hours are 7:50 a.m. to 2:30 p.m.
School hours on Early Release Wednesdays are 7:50 a.m. to 1:30 p.m.
Students arriving to school after the 7:50 am bell are considered late.***

1. If a student is absent from school, parents are required to inform the office the morning of the absence—this verifies that a student is out of school that day. Please call the attendance office at 258-4666 (Option #2) to report an absence.
2. Requests for student work should be made 24 hours in advance in order to allow teachers time to gather materials. We understand this may not always be possible. In an emergency situation, please make requests prior to 9:00 a.m. in order to receive the assigned work after the school day ends.
3. In accordance with the Florida Compulsory School Attendance Law:
 - When a student has five unexcused absences within 90 calendar days (not including out of school suspensions), a letter will be mailed to the parent regarding the absences.
 - Illness and other legitimate causes, up to fifteen days within the school year, will be excused with the permission of the school principal. After fifteen days of absences, excused or unexcused, a student must have doctor's verification for all subsequent absences due to illness. A guardian's/parent's knowledge of the absence does not require school personnel to record the absence as an excused absence.
 - Parents are responsible for their child's safe arrival at school. When a child is absent from school due to illness or other reason, the parent is responsible for notifying the school on the morning of the absence. If the school has not been notified of an absence, school staff will attempt to notify the parent by telephone.

**If you have any questions regarding attendance, please call
Denise Bennett at 258-4666, ext. 51721**

Student Arrival, Student Dismissal & Check-Ins/Outs

STUDENT ARRIVAL

School doors will open promptly at 7:25 a.m. and students may begin arriving at that time. *No student supervision is available before 7:25 a.m.* The school and teachers are responsible for your student during school hours only.

Breakfast will be served in the cafeteria beginning at 7:25 a.m. Students not eating breakfast should report directly to the auditorium. Students will be supervised in the auditorium from 7:25 a.m. to 7:50 a.m. Parents will not be allowed in the auditorium during this time.

OBE's Extended Day Program offers morning supervision from 6:30-7:25 a.m. for families who are in need an earlier drop off. Please contact Mrs. Deana Jones for rates and additional information.

Students will be considered late at 7:51 a.m. Students who arrive late miss valuable instructional time and interrupt the educational setting of the classroom. Help teach positive habits by insisting that your son/daughter be in class by 7:50 a.m. Excused tardies are for medical purposes only.

CHECK-IN/CHECK-OUT PROCEDURE

Any student arriving after 7:51 a.m. and before 8:05 am will report directly to their classroom. ***Any student(s) arriving after 8:05 a.m. should be accompanied by their parent/guardian and report to the attendance office*** for a late pass. This request is for the safety and security of our students, as school personnel are unaware of late arrivals until students enter the attendance office or classroom.

If a student needs to leave school during the school day, a parent/guardian or designated adult must report to the main office to check the student out. ***Please be prepared to show identification at the time of checkout.*** Only adults designated on the student's emergency card and who know the Kid Kode will be allowed to check out the student. Parents are urged to keep early check outs to a minimum, as each call into a classroom for early dismissal causes a disruption to the learning environment.

All staff members have been instructed not to excuse a student to anyone without specific permission from the office. In order to prevent the loss of valuable instructional time, students will not be called out of the classroom until a parent or designee arrives. ***Please avoid picking students up during the last fifteen minutes of the school day.*** Instruction takes place throughout the entire school day (7:50 a.m. – 2:30 p.m.).

Early checkout procedure (before dismissal time)

1. The parent/guardian or designated adult will report to the office.
2. The parent/guardian or designated adult will show ID and identify the Kid Kode.
3. The parent/guardian or designated adult will sign the checkout log.
4. The office will contact the classroom to release the student to the office.

Student checkouts will not be permitted after 2:15 p.m.

Approval may be granted by administration only in the event of an emergency.

STUDENT DISMISSAL

Parents may pick up their child(ren) by driving through the parent loop or parking in the lot on Corbin Ave. and meeting their child(ren) in the designated area in front of the school. Cars should not be parked on the sidewalks or grassy areas on S. Ridgewood Ave. or in front of the gates on Corbin Avenue.

Students are to be picked up no later than 2:45 unless arrangements have been made with an after-school program.

INCLEMENT WEATHER DISMISSAL

Every family should have a plan in place for inclement weather. Discuss your plan for meeting on rainy days with your son/daughter. If you regularly pick up your child(ren) in front of the school, there is no reason to change that procedure. If it is storming, bicycle riders and walkers will be held in the classroom until the storm subsides and it is safe to go home.

District & School Expectations

Students are expected to conduct themselves in an orderly and polite manner while in school and at school events. Students are expected to:

1. Respect school property and the personal property of all individuals.
2. Treat others respectfully—no fighting, put downs, or abusive language. Bullying behavior ***will not*** be tolerated.

3. No knives, guns, drugs, alcohol, tobacco products or laser lights are permitted at school.
4. Adhere to school dress code.
5. Heelies and skates/rollerblades are not permitted.
6. Gum is not allowed on campus.
7. Bicycles, skateboards and scooters must be secured in the bike rack.

Every student has a right to an education in a positive, safe learning environment. We expect students to act with:

Respect

Treat others the way you want to be treated
Accept everyone's differences
Take pride in your family, school and community

Responsibility

Do what is expected of you
Think about your choices and make smart decisions
Say "no" if asked to do something that you know is wrong, unsafe, or harmful
Admit when you do something wrong

Honesty

Always be truthful with yourself and others
Keep your promises
Never cheat in school or play
Return things that you borrow

Kindness

Do good things for others without being asked
Offer help when people need it
Never use your hands or words to hurt others

School-Wide Rules:

Obey right away
Follow all CHAMPS procedures
Use kind words and actions
Keep hands, feet, and objects to yourself

Teachers implement their own classroom rules based on the above expectations. Minor offenses will be handled through parent-teacher contact. Students who continue to be disruptive, disrespectful, or defiant will be removed from the class in order to maintain the educational environment.

CODE OF CONDUCT

All students must follow the rules and regulations as outlined in the Volusia County Code of Student Conduct and Discipline. Parents are expected to review these regulations with their child(ren) and sign acknowledgment. Teachers and administration will review the Code of Conduct with students throughout the year.

MANDATORY STUDENT DRESS CODE

- Polo- or oxford-style button down shirt or polo-style dress
 - Collared; short or long sleeved; small logo acceptable
 - Solid white, gray, black, red and blue
 - Jumpers, skirts, shorts and polo-style dresses must be at least mid-thigh or below in length
 - Shirts must be long enough to overlap the beltline or stay tucked in.
- Pants, shorts, capris, skorts or jumper, including black and blue denim

- small logo acceptable, no decorations or patterns
- solid navy blue, black, khaki, gray, or denim
- Shoes for elementary students must be closed toe and closed heel.
- Clothing must be of a length and fit that are suitable to the build and stature of the student, and not be see-through or have tears.
- Hats and sunglasses may not be worn inside an enclosed school building.

Find more information at <https://www.vcsedu.org/>, click on the *Parents* icon and select *School Uniforms*. The principal or principal's designee is the final authority when determining if a student's clothes and shoes comply with the district wide dress code.

Health Services

EMERGENCY CARDS

New emergency cards will be sent home each year in compliance with rules of the State of Florida, Department of Health and Rehabilitative Service, Chapter 10d-84. ***It is crucial that the school to have a current emergency number where a parent/guardian can be reached at all times, especially in case of an emergency.*** Please make sure your information is up to date at all times—any changes to phone numbers or address should be reported to the office immediately.

CLINIC

If a student becomes ill or injured at school, he/she will be sent to the clinic for first aid. The health technician will notify parents if the illness or injury requires special attention. ***Please ensure that your child's emergency card is accurate and up to date—this is important in the event of an emergency.*** We can administer first aid, but *no medication of any kind may be given without permission from a doctor.* Please watch your son/daughter for signs of illness. If your child appears ill, it is best to keep him/her home. It is state policy that "a child having a communicable disease shall not return to school except by written permission of a health officer or a private physician."

MEDICATION

State law prohibits students from having any medication in their possession while at school. This includes, but is not limited to, medication such as cough drops, Tylenol, aspirin, etc. School personnel cannot administer any medication (prescription or non-prescription) without the Authorization to Administer Prescription/Non-Prescription Medication form completed by the parent and the doctor. Under no circumstances can a student receive medication without this signed form on file. Medication must be brought to the school by an adult and signed in by the health technician or office personnel. Medication must be in the original container with the pharmacy label intact. Please contact Ms. Marianne Smith (ext. 51798) in the clinic for clarification, if needed.

Parent Involvement/Support

VISITORS

All visitors must sign in at the office and obtain a visitor's pass before visiting a classroom or meeting your child for lunch. ***For safety and security reasons, visitor's passes are required to be worn at all times while visiting campus.*** Prior to leaving campus, visitors must sign out and return their pass to the office. To maintain an instructionally focused environment, OBE staff requests that all cell phones be turned off while on the campus.

All parents, guardians, and other visitors must be cleared volunteers in order to volunteer and work in classrooms.

Students who attend other Volusia County schools *are not allowed* on OBE's campus during their school's hours unless permission has been previously arranged by an administrator.

VOLUNTEERS IN PUBLIC SCHOOLS

Volunteers in Public Schools (VIPS) serve in many capacities including: tutors, media center assistants, clinic volunteers, mentors, resource speakers, classroom volunteers and field study chaperones. If you are interested in being a volunteer, please complete the online application and visit the office to have your identification scanned. All VIPS must be cleared through the Volusia County Sheriff's Office. Volunteers must wear a volunteer badge at all times. Prior to leaving campus, volunteers must sign out and return their volunteer badge to the office. All cell phones should be turned off when volunteering.

PARENT TEACHER ASSOCIATION (PTA)

If you are interested in helping to serve the students of Ormond Beach Elementary school outside of the classroom, PTA offers a variety of opportunities to help plan and participate in numerous school events and fundraisers. Please contact the front office for meeting and membership information.

SCHOOL ADVISORY COUNCIL (SAC)

The School Advisory Council (SAC) meets each month with the purpose of assisting school administrators and staff in a variety of high-impact areas. In addition to providing input on the School Improvement Plan and Parent and Family Engagement Plan, SAC assists with prioritizing the needs of the school and developing strategies to improve the areas of need. We encourage you to join our School Advisory Council.

BIRTHDAYS

Students birthdays may be celebrated in classrooms on the last Friday of each month from 1:45 – 2:15 pm. Treats for your child's birthday should be dropped off at the main office in the morning for delivery in the afternoon. ***Health and safety regulations require that all food items must be store bought.***

LOST AND FOUND

Student's items should be clearly labeled with their name (jackets, sweaters, lunch boxes, etc.). Please remind your child to check lost and found before leaving each day, as any ***unclaimed articles will be donated to charity at the end of each month.***

Safety & Security

SECURITY

Ormond Beach Elementary is required to follow the safety and security procedures set forth by the State of Florida, the School Board of Volusia County, and as outlined in the Ormond Beach Elementary Safety and Security Procedures Manual.

SMOKING

Smoking (including electronic cigarettes) and the use of tobacco products is prohibited at all times on school grounds, including sidewalks and parking lots.

SECURITY SYSTEM

Ormond Beach Elementary employs the use of video surveillance to help monitor visitors and activities on campus. To ensure the safety and security of our students, staff, and campus, all doors, with the exception of the main entrance, will remain locked during the day.

SAFETY PATROLS

Safety patrol is a group of students placed in a position of responsibility regarding the welfare of the student body. They have the authority to report any unsafe activity to faculty or administration. Disrespect to a patrol member or refusal to obey a patrol member's request for compliance with safety expectations will lead to corrective action by the safety patrol sponsor or an administrator.

BICYCLE STORAGE & SAFETY

Bicycle storage areas are secured during the school day. Students may not use another student's bicycle without permission from the owner. The school is not responsible for stolen items.

Ormond Beach Elementary School and the Ormond Beach Police Department ask that all riders ride on sidewalks whenever possible, and not in the street. ***All students riding bikes, skateboards or scooters must wear helmets.***

Communication

CHANGE OF ADDRESS OR PHONE NUMBER

Please notify the school immediately if there is a change in your address, telephone number, emergency contact, or person picking up your student. ***It is crucial that we have a current telephone number where parents can be reached during the day. Having current, accurate information is imperative in emergency situations.***

TELEPHONE MESSAGES

Students will be informed of the need to call a parent *in emergency situations only*. Personal telephone calls for students will not be accepted, as these calls interrupt instructional flow. Non-emergency messages will be delivered as needed, and students are not permitted to use personal devices during the school day. Please call before 1:45 in order to give us time to deliver the message. Messages will not be given to students after 1:45. Students are permitted to use the school phone, if needed.

The Volusia Connect phone system allows both the school and district offices to send out school-wide phone messages. To receive these messages, please be sure we have the correct phone number(s) on file.

SCHOOL CALENDARS

A school event calendar will be sent home each month highlighting on-campus school events. For the safety and security of our students, activities, such as fieldtrips, will not be listed.

Club/activity sponsors are responsible for maintaining communication regarding dates and times of meetings and events, *including any date and time changes*.

FOCUS – Student Information System

FOCUS for Parents is a student-based information system that provides parents/guardians access to attendance, grades and other information from any device with an Internet connection. Access requires a confidential user name and password. This information will be available for parents to setup. Please see Mrs. Bennett if you need assistance.

PARENT CONFERENCES

OBE's administration and staff believe that conferences between parents and teachers are essential for student success. Both teachers and parents may request conferences throughout the school year to discuss

a student's progress. Requests for conferences should be made *in advance* with either the teacher or an administrator—this ensures that someone will be able to meet with you upon your arrival, and it allows the teacher/administrator time to prepare the needed information for the conference. ***Please do not attempt to talk to a teacher while students are in the classroom.*** A teacher's responsibility is to students' instructional time, as well as the confidentiality of each student. Parents may make appointments by calling the school/contacting the teacher.

STANDARDS OF CONDUCT (School Board Policy 418)

The School Board recognizes that parent participation and support in the education of their children is key to a child's success. For the educational process and partnership to be successful, it is necessary for all individuals to conduct themselves in an appropriate and orderly manner, demonstrating mutual respect for others. Parents must be provided access to records regarding their children, and reasonable opportunities to discuss issues of concern with the classroom teacher, other instructional personnel, and the school administration. Such discussions can only be successful if mutual respect is maintained. While school personnel are required to professionally participate in discussions regarding the educational process of a student, they are not required to continue discussions when other individuals involved become discourteous, disruptive, or threatening. If inappropriate behavior occurs when participating in these discussions, the teacher, school administrator or other school district employee has the right to end the discussion.

Academic Activities

FIELD TRIPS

Educational field trips are an extension of the educational process. Policies and procedures that apply to transported students and to the regular school day are applicable to field trips and other off-campus events. ***All field trip permission slips must be signed by a parent/legal guardian and returned to the teacher, along with any required monies, no later than 2 days prior to the field trip.*** (See page 15 for information regarding check payments.)

Teachers will inform parents of lunch arrangements for the trip, when applicable. Requests for a student to ride with their parent instead of on the school bus must be submitted to the principal three days prior to the field study. *Only parents are allowed to sign out their own children for field trips.*

CHAPERONES

Parents interested in chaperoning a fieldtrip or off-campus event must complete the online volunteer application and other required documentation *at least one month prior* to the field trip. In addition, chaperones will:

- Renew any previously approved volunteer application each year by having your identification rescanned
- Be designated by the teacher
- Be responsible for a group of students assigned by the teacher
- Abide by the schedule in which they are to check in with the teacher during the field trip
- Maintain the safety of students at all times
- Be responsible for following field study procedures outlined by the teacher
Ride transportation provided by the school, if applicable, and assist in monitoring students to and from the field study location
- Refrain from smoking in the presence of students

If seats are limited, chaperones may be asked to meet the class at the destination.

Parents chaperoning fieldtrips/events may not bring siblings or any other child(ren) on the trip.

CHECKS

Make all checks payable to *Ormond Beach Elementary* unless otherwise requested. Each check written to a school must include the following information:

- Parent's/guardian's name, address, and one phone number
- Student's name

Because the school district recognizes that an account may be inadvertently overdrawn and a bank may return a check, Volusia County Schools has contracted with CHECKredi, a company specializing in the collection of returned checks in order to recover these funds. CHECKredi will contact you by mail or telephone in order to make arrangements for payment before attempting to re-present the check electronically. However, when a person writes a check to the school, he/she agrees that, if the check is returned, it may be re-presented electronically on the same account for the full-face amount and a fee established by Florida law. Payments of the check and fee may also be made on line at www.checkredi.com using a credit card, debit card or electronic check without any additional fees. For a convenience fee, payments may be made over the telephone at (877) 524-7334 by credit card, debit card or electronic check. Payments cannot be made at the school.

LIBRARY BOOKS, TEXTBOOKS & INSTRUCTIONAL MATERIALS

Please join staff in discussing with your child the importance of taking care of school property—this includes library books, textbooks, and other instructional materials such as technology and lab equipment. Library and hard-cover textbooks are expected to last five years and consumable student workbooks one school year. Parents are responsible for payment to replace damaged or lost books.

Please discuss with your child what he/she is reading. If you feel a book or topic is inappropriate for your child, please notify the teacher immediately for an alternative selection. If you have any questions or concerns, please contact a school administrator.

MEDIA CENTER & MATERIALS CHECK-OUT

The Media Center exists to enhance instruction by providing materials, equipment, and services to teachers and students. The media collection consists of items such as audio-visual equipment, books, non-book materials and instructional television.

- Kindergarten - 1st Grade students are permitted to check out one book at a time and the book is to remain in the student's classroom
- Grades 2-5 students may check out two books at a time and these books may be taken home.

Books have a checkout period of two weeks. Students are responsible for the replacement cost of any books lost or damaged from the Media Center.

COUNSELOR SERVICES

A certified school counselor is available to students, parents, and teachers to assist children in reaching their full academic, social, and emotional potential. The counselor program emphasizes a social/emotional curriculum and problem-solving techniques and school-wide activities, including Career Week, Red Ribbon Week, and Terrific Kids emphasize self-esteem and social skills.

HOMEWORK

Homework activities are designed to reinforce content, enhance learning, or develop critical thinking skills. Homework may consist of one or more of the following:

1. An extension of classroom work
2. A drill type assignment based on student needs
3. A project/research assignment designed to help students apply learned content/skills
4. Independent or adult-assisted reading

Homework assignments are planned such that they can be accomplished within a reasonable amount of time.

REPORT CARDS & INTERIM REPORTS

Report cards are issued based on a nine-week learning period. Parents/guardians should sign the Report Card folders and return them to their child's teacher. At the midpoint of each grading period, Interim Reports will be sent home as another measure for parents/guardians to monitor learning.

Kindergarten-1st Grade students receive marks that reflect whether content learning needs improvement, is being learned and developed, or that mastery has been achieved. Students in grades 2-5 receive letter grades based on the following levels of achievement: A 90-100, B 80-89, C 70-79, D 60-69, and F below 60.

Conferences will be scheduled, as needed, at the convenience of the parents and teachers. Grades earned in academic subjects will not be lowered for disciplinary reasons—conduct grades will reflect behavior and effort. Please note, ***conduct grades may effect a student's eligibility to receive Honor Roll.***

Cafeteria

STUDENT BREAKFAST & LUNCH

School breakfast and lunch menus are available online (visit the *School Meal Information* link under the *Parents* tab on the Volusia County Schools homepage). Breakfast and lunch prices are as follows:

- Elementary student breakfast: complimentary
- Elementary adult breakfast: \$1.50
- Elementary student lunch: \$2.00
- Elementary adult lunch: \$3.25

If your child has a food allergy, please be sure you have documented this information with the clinic.

In addition to student lunches, the cafeteria has a la carte items available for purchase. If you do not want your child to purchase such items, please contact the Cafeteria Manager.

FREE & REDUCED MEALS

Your child may qualify for free or reduced meals. Parents must complete the online application (visit the *School Meal Information* link under the *Parents* tab on the Volusia County Schools homepage) to determine qualification status. ***A new form must be completed and submitted each year.*** If your financial situation should change at any time during the school year, you must notify the school office.

MEAL CHARGE POLICY

Students/student accounts will be charged based on the cost of the meal/the student's eligibility price. Students who are not paying with cash will have the cost of the meal/ala carte item(s) debited from the student's account.

Students who do not have cash in hand or funds in their account to pay for a meal will receive five (5) school meals. After five (5) school meals, students will be offered an alternative meal (a sandwich and

juice) and be charged \$0.40. Students do not have money in their accounts will not be allowed to charge ala carte items.

PRE-PAYING FOR MEALS

Parents/guardians may pay ahead for meals or snacks. If you plan to prepay, checks may be made payable to Ormond Beach Elementary SWC. *Please note: the cafeteria will not accept checks three weeks prior to the end of the school year.*

Parents may also pre-pay by credit or debit card. Please visit <http://www.myschoolbucks.com> to participate or call 1-855-832-5226. Please note that transaction fees will apply.

Lunch Visits

Parents/guardians are welcome to have lunch with their child in the courtyard. All visitors must report to the office and check in with a staff member. Visitors will then report to the courtyard, where a staff member will escort the student once they have arrived to the lunchroom. ***Students may only eat lunch with an adult that is listed on their emergency card.*** Parents may not attend recess or walk their child to the playground or any other campus location. Visitors must sign out before leaving campus.

This form must be completed and returned to the school with your child.

THE SCHOOL BOARD OF VOLUSIA COUNTY
ORMOND BEACH ELEMENTARY SCHOOL
PARENT / STUDENT HANDBOOK ACKNOWLEDGEMENT

**I acknowledge that I have received and understand the
Ormond Beach Elementary School 2020-2021 Parent/Student Handbook.**

Parent/Guardian's Name: _____
(print)

Parent/Guardian's Signature: _____
(print)

Student Name: _____ **Teacher:** _____

Student Name: _____ **Teacher:** _____

Student Name: _____ **Teacher:** _____

Date: _____