



2026-2027 Parent-Student Handbook

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Naples, Florida 34116

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 **FORTIFYFL**

FortifyFL is a school-related suspicious activity reporting tool that allows you to instantly relay information to appropriate law enforcement agencies and school officials.

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Mission:

Providing engaging and individualized educational opportunities to motivate and inspire students to become independent and responsible lifelong learners.

Vision:

To prepare students for a lifetime of success and provide a secure and trusting environment that challenges each student to reach his/her fullest potential.

Golden Terrace is a Title 1 School. All Title 1 information is available for review in the front office.



Principal	Ms. Rachael Cordeiro
Assistant Principal	Mrs. Heather Galloway
School Counselor	Ms. Brianna Morgante
ESE Specialist	Ms. Kristin Rowlands
Literacy Coach	Mrs. Yanielles Griffin
Math Coach	Mrs. Candace Perez
EL Lead Teacher	Mrs. Yamila Chavez
Media Specialist	Mrs. Margaret Villaverde

STUDENT ARRIVAL AND DISMISSAL

7:50 – 8:20 am	Breakfast is served.
8:10 am	First Bell: Students may enter classrooms.
8:20 am	Second Bell: Tardy Bell. Students must report to the office for a tardy pass.
2:50 pm	Dismissal

Students should arrive between 7:50 am and 8:20 am if they would like breakfast. Students arriving after 8:20 must enter office to receive a tardy pass.

Cars:

Students who are transported by private vehicle must be dropped off (a.m.) and picked up (p.m.) in the designated areas. Drop off for all students arriving by car will be in the car line. For the safety of our children, please do not drop children off in unsupervised areas such as parking lots or surrounding school areas.

Buses:

Students who are transported by buses are picked up according to the transportation schedule. The students are dropped off in the designated bus loop area. At dismissal, the students go to the bus loop area in a timely manner.

Walkers and Bike Riders:

Walkers should always enter the front of the school and proceed to their designated spot in the morning. School doors/gates open for students at 7:50. Please do not allow students to arrive before 7:50 as there is no supervision provided prior to this time unless they are registered in a morning program. Bike riders should walk their bikes from the school gates to the bike rack for the safety of everyone.

Dismissal Procedures:

Dismissal is at 2:50pm.

To expedite the car line at dismissal, every car should have a school-issued car sign with the names of students clearly displayed in the front window. You can get a new car sign in the front office by showing the proper ID.

To change your child's dismissal for the day, please notify the office before 2:30pm.

When picking up your child early, please bring proper ID and sign the student out in the front office no later than 2:30pm. Students will only be dismissed with an adult with a proper ID that is on the student's pick-up list.

Parents who are picking up their child in the walker line will need a walker sign that can be obtained in the front office.

Attendance:

It is important that parents keep in regular communication with the school concerning their child's attendance. Please ensure that children attend school daily and parents should report and explain absences to school personnel.

Tardy Policy:

It is important that your child be in the classroom before the tardy bell rings at 8:20 A.M. The official school day begins with the GTE TV Morning Show at 8:20, which conducts the opening exercises of the school day. Also, the teachers give directions and organizational activities for the day. A child who is late to class is at a serious disadvantage, loses precious organizational and instructional time, and causes disruption to the instructional program of the other children. Excessive tardiness may result in further disciplinary action.

Dress Code:

District dress and grooming requirements are to be followed by all students.

Safe footwear shall be worn at all times. No rubber flip-flops or bedroom slippers shall be worn.

Halter-tops, tube tops, short shorts, muscle shirts, spaghetti straps, midriff or backless shirts and blouses shall not be worn. Shoulder coverings must be at least two inches in width. Tops must be below the waistband or remain tucked in, in order that the midriff area is not exposed. No bare skin should be exposed at the waist or abdomen area. Clothing must cover the chest area to ensure that cleavage is not exposed. (See examples below)



Hair shall be clean and neatly groomed and shall not interfere with the educational process in the reasonable discretion of the principal.

Hats or other head coverings shall not be worn in the school building except for approved areas identified by the principal. Exceptions may be made by the principal for head coverings worn for religious purposes.

Intentionally altered clothing or unbuttoned and ill-fitted garments are not acceptable. Ill-fitted garments include but are not limited to garments that are too small to reflect immodesty or too large to appear to be falling off the body. Clothing that exposes underwear or body parts in an indecent or vulgar manner or that disrupts the orderly learning environment is prohibited. Mesh or see-through clothing may not be worn (FS1006.07 (2)(d)). Clothing or personal belongings shall be free of inflammatory, suggestive, or other inappropriate writing, advertisement, or artwork, including but not limited to references of drugs, alcohol, nicotine, or weapons.

The wearing or display of flags on our campuses has historically and currently caused dissension along with a potentially unsafe and hostile learning environment for our students. In an effort to provide safe schools and prevent potential disruption, the following flags are the only ones that may be displayed and/or worn on Collier County Public Schools campuses and at off campus school-related activities: (1) the United States and POW/MIA flags; (2) the State of Florida flag; and (3) official school flags. In addition, any related symbols may not be displayed or worn on campus and at off-campus school-related activities. Exceptions to this rule may be made for national flags on special occasions or in designated areas consistent with the learning objectives of the district and at the discretion of the principal.

Body adornment (i.e., adornments which pierce flesh) in any visible body part other than the ears shall not be displayed if such display presents a health or safety issue or if such adornment interferes with the educational process in the reasonable discretion of the principal or designee.

Items that may be used to do harm are prohibited. (e.g., large belt buckles, sharp hair accessories, or finger rings that cover two or more fingers.)

The length of skirts/dresses and shorts shall reflect modesty, must be below the student's fingertips when the arms are held straight at the sides or mid-thigh, and shall be monitored by regulations enforced at each school.

Costumes, sleepwear, pajamas, or other clothing/adornment that creates a distraction is not permitted except for designated events approved by the principal.

Gang clothing, symbols, or other items associated with gangs may not be worn, displayed or carried.

At schools with uniform or enhanced dress codes, Principals have the discretion to relax the uniform dress code due to inclement weather or designated events approved by the principal.

To enhance student safety, all students must wear a school-issued identification (ID) badge, displayed on their person, in plain sight, at all times during the school day. ID badges shall not be defaced or destroyed. ID badges are district property and shall be returned to the school once a student has been withdrawn.

Students may have the option to call home or request a change of clothes, or request a loaner change of clothes from the office, if available for the first violation of this rule.

In addition, Golden Terrace Elementary School Advisory Council has adopted a school uniform policy.

GTE Uniform Policy:

Golden Terrace Elementary School has a school wide uniform policy for students in kindergarten through 5th grade. All students returning to GTE are required to wear uniforms to school every day. Students new to GTE must be in uniform by the end of their second full week of school.

The Uniform includes the following:

Royal Blue, Navy Blue, Red or Gold (yellow) polo-style shirt (GTE Toucan Logo is optional). Any shirt worn under the uniform polo must be a solid color. The bottom of the undershirt must be tucked in. Short sleeve white shirts must not hang out of the bottom of the uniform shirt sleeve.

Navy Blue or Khaki pants or knee-length shorts for boys; Navy Blue or khaki pants, capri pants or knee-length shorts or skorts for girls. No knit or denim material of any kind is permitted.

Closed-toed shoes are required.

****Cold Weather Uniform Policy****

Sweaters and Jackets must be a solid color free of any logos or writing. No stripes, patterns or logos may be on the student's cold weather outerwear. Long sleeve shirts and solid-colored leggings will be permitted during cold weather. Shirts must be a solid color and tucked in underneath the uniform shirt.

***If appropriateness of attire is questioned, the child will be referred to the office.**

Disciplinary actions will be taken when violations are repeated.

Electronic Devices:

Student possession of electronic devices on school grounds and school buses is a privilege for communication with parents and/or law enforcement; and/or for the purpose of teacher-directed and approved research and instructional practice at the high school level. Electronic devices include but are not limited to the following: cell phones; computers; smart watches; portable game units; digital media players, other mechanisms that enable users to communicate electronically person-to-person or through internet social networking sites (e.g., Facebook, SnapChat, Instagram, TikTok, and Twitter). The use of TikTok or any successor platform (including, but not limited to, QQ, WeChat, VKontakte, Kaspersky) is prohibited on District-owned devices, through Internet access provided by the District, or as a platform to communicate or promote any school, school-sponsored club, extra-curricular organization, or school athletic team.

In order to preserve the proper educational environment and prevent disturbances, the following conditions must be observed:

A student may possess a wireless communications device while the student is on school property or in attendance at a school function; however, elementary students may not use a wireless communications device during the school day.

A driver, supervisor, administrator, or bus attendant/aid may prohibit a student from using a cell phone and/or other electronic communication devices on the bus if the student is found to create a disruption or possess inappropriate content on the device (see Rule 5 – Bus Regulations).

The Principal may grant permission to use a cellular phone in the presence of an administrator for an emergency when other means of communication are not available (e.g., school phone).

The use of electronic devices while at school or on buses to record sound or visual images without the consent of the person being recorded or photographed is strictly prohibited.

The student may be disciplined for inappropriate content stored on electronic devices brought to school, school functions, and/or on the school bus.

The following will result in student discipline at school: refusal to turn off an electronic device when told to by a teacher, administrator, or other school official; damaging an electronic device owned by the school; causing a disruption; using an electronic device to cheat, including getting and giving answers to tests and copying from the internet; using the electronic device to bully, threaten, harass, attack another student or school personnel whether or not communicated directly to that person; sending (or asking to receive) pictures or videos of people who are partially or completely undressed, or are pretending to or actually performing a sexual act.

The school may impose consequences to students who misuse electronic devices away from school on their own time if both of the following are true: The student's use of the electronic device causes significant disruption at school or serious emotional, physical, or psychological harm to the school, other students, or school personnel and the student knew, or should have known, that the harm would happen.

All school issued devices are for educational and instructional purposes only. Students are responsible for their devices and the contents searched and stored on their devices. Inappropriate use is strictly prohibited.

All Technology/Internet Use policies will be strictly enforced concerning student electronic devices. Loss/Theft of personal items at school or on the bus is not the responsibility of the school or District. **Authority: HB 379, F.S. 112.22(1)(f), F.S. 1006.07 – 1006.09, Board Policy 5136 (Electronic Devices)**

Student Leaders Celebrations

Golden Terrace Elementary School is a Leader in Me School, which is a program which aims to teach students that leadership skills will result in academic success. It also reinforces appropriate student behavior positively and emphasizes strategies for students to achieve both in and out of school. We are committed to and successful in building a family of leaders.

Discipline:

Refer to the 2026-2027 Student Code of Conduct using the links below.

English: <https://www.collierschools.com/students-families/studentconduct>

Spanish: <https://www.collierschools.com/students-families/studentconduct>

Haitian Creole: <https://www.collierschools.com/students-families/studentconduct>

PARENT INVOLVEMENT AND COMMUNICATION

PTO

Our PTO (Parent Teacher Organization) meetings are held monthly and are open to the public. We encourage you to join and attend our meetings as the PTO greatly benefits the children at Golden Terrace Elementary.

SAC:

The SAC (School Advisory Council) was established by the Florida School Accountability act. The purpose of the Council is to advise the principal and to develop an annual School Improvement Plan and provide input into the school improvement efforts. Their representative groups elect members to the council, which include teachers, non-instructional staff, and parents. Community representatives are elected by council. Please contact the school for involvement.

Visitors:

We enjoy showing our visitors and parents our beautiful school. Parents are encouraged to volunteer and participate in school activities. In an effort to provide a safe and secure environment for our students and staff we request the following: All visitors must present proper ID before entering the office area. Once inside, parents must sign in through the

Concierge Pad and show a government-issued picture ID. A picture pass will be printed for the day and must be worn while on campus. An appointment to visit your child's classroom or meet with the teacher is required. Please remember, all children must be signed out through the office for your child's safety.

Volunteer Program:

Golden Terrace Elementary strives to have a very active volunteer program including parents and interested community members. Adults may work in the school during the day, as well as at home after school hours. If you are interested in volunteering, please contact the school office.

Communication Folders:

A weekly communication packet will be sent home throughout the school year. The purpose of this folder is to provide a weekly means to let you know what events and activities are taking place in our school. Samples of schoolwork, progress and interim reports, school pictures, newsletters, and other information may be sent in the folder. Parents are expected to review these communication folders, sign and return items as designated and return the folder to school the next morning.

Teacher Conferences:

Our teachers view parent-teacher conferences as an important part of the school program and encourage you to request a conference to keep updated on your child's progress. A spirit of understanding, cooperation and progress is what makes a school and community a better place to live and learn. To ensure good communication, we ask you to follow these guidelines:

Requests for an appointment should be made by sending a note to your child's teacher or by calling the school office. The teacher will then contact you to schedule an appointment.

If you wish to speak with a teacher by telephone, please call the office and leave your name and telephone number. The teacher will return your call at his/her earliest convenience.

Please note: Teachers are not permitted to conduct conferences or accept calls during the time they are responsible for instructing students.

EXCEPTIONAL STUDENT EDUCATIONAL REFERRAL PROCESS

Parents and teachers are encouraged to speak to the Guidance Counselor, Assistant Principal or the Principal if they feel that their child might have a unique academic, social or emotional need requiring additional attention. Inquiries may include, but not be limited to,

students qualifying for the Challenge (gifted) Program, Specific Learning Disability, Speech/Language, and other Exceptional Student Education services. Upon receipt of your inquiry or concern, the appropriate paperwork, conferencing and screening must be completed. If you have any questions, please contact the ESE Program Specialist, the front office, or your child's classroom teacher.

HEALTH AND SAFETY PROCEDURES

Change of Address/Phone Numbers:

It is crucial to have an up-to-date accurate emergency contact for each child. This includes the name, address and phone number of relatives, neighbors, or a friend we can contact in the event we are unable to reach you. If there is a change in any of the following, please notify the school office immediately, and update in the Parent Portal:

(www.collierschools.com/portal)

Home Address

Home Phone Number

Work Phone Number

Emergency Contact Phone Number

Pick Up List (Authorized adult to pick up your child from school)

Medication:

When it is necessary for medicine to be given at school, it is mandatory that the parents bring the medication to the school clinic. Students may not transport any medications to school. Medication, in the original bottle, along with medication authorization form, will remain in the clinic. For more clarification refer to the clinic services tab on the school website. <https://gte.collierschools.com/students-and-families/clinic-services>

Fever:

Your child's temperature should be normal without any fever-reducing medications for at least 24 hours before returning to school.

Head Lice:

Pediculosis is an infestation of head lice, not an infection. Head lice do not transmit disease and do not pose a significant public health hazard. The following procedure is to be followed to educate parents in identifying and managing head lice; to identify and control head lice and nits in the school setting; and to decrease unnecessary school absences due to the presence of nits.

Students displaying signs of head lice should be sent to the clinic where the school nurse or school health assistant thoroughly inspect the head and scalp to determine if live lice and/or nits are present. If a student is found to have nits or live lice during the check, the parent/guardian will be contacted.

FOOD SERVICE PROGRAM

Breakfast:

Breakfast will be served from 7:50 – 8:20 a.m. Menus for breakfast are published in advance and usually consist of a breakfast bar style i.e.: breakfast cereal or hot entrée, juice or fruit and milk. Breakfast is free for all students.

Lunch:

Hot lunches will be served daily on a schedule that allows students to be at recess for 20 minutes and in the cafeteria for 20 minutes. Lunch menus may be obtained on request or on the district website at <http://www.collierschools.com/nutrition> School lunches consist of a multiple-choice buffet style menu with two hot entrees and a variety of fruits and salads. Peanut butter and jelly sandwiches are offered each day. Milk is included as a choice.

Meal Costs:

Meals are provided at no cost to the students attending Golden Terrace Elementary for the 2026-2027 school year.

Lunch Boxes:

Students may elect to bring lunches from home. Please try to include all necessary items (spoons/napkins/etc.). Milk may be purchased in the cafeteria. It is encouraged that the lunches be nutritious in nature and in containers easily opened by children. Please use plastic containers for this purpose. **Be sure students' names are clearly printed on all lunch boxes.**

School Birthday Parties:

Each classroom teacher acknowledges a child's birthday in various ways. In all cases children are recognized on their special day. Small store-bought cupcakes or cookies may be brought in for the class at lunchtime; however we ask that you consider healthy options. No cakes please. We do not have the time or utensils to distribute birthday cakes. To help avoid disruption of activities, we ask that you refrain from having flowers or balloons delivered to your child at school. These items cannot be transported by bus, nor delivered

to the classroom during school hours. In addition, to avoid hurt feelings among students in the classroom, personal invitations to home birthday parties should not be passed out in school.

EDUCATIONAL FUNDING ACCOUNTABILITY ACT

Section 1010.215, F.S. COLLIER COUNTY PUBLIC SCHOOLS

SCHOOL NUMBER 0351 GTE

2024-2025 SCHOOL FINANCIAL REPORT

GOLDEN TERRACE ELEMENTARY SCHOOL

REVENUES	SCHOOL [1]	%	DISTRICT	%	STATE	%
Federal	\$ 1,256,209	13.42	\$ 78,330,703	10.97	\$ 5,215,084,332	14.89
State/Local (excludes Lottery)	8,098,254	86.51	634,567,258	88.91	29,774,485,597	85.03
Educational Enhancement (Lottery) Trust Fund	3,454	0.04	-	-	-	-
Private	2,953	0.03	864,838	0.12	29,468,091	0.08
Total	\$ 9,360,870	100.00	\$ 713,762,799	100.00	\$ 35,019,038,020	100.00

[1] Total school revenues should agree with the total school costs in the subsequent section.

K-12 OPERATING COSTS **	Per Full-Time Equivalent Student			TOTAL COSTS
	SCHOOL	DISTRICT ***	STATE ***	
Teachers/Teacher Assistants (Salaries/Benefits):	\$ 11,308	\$ 8,106	\$ 6,199	\$ 5,212,670
Substitute Teachers (Salaries/Benefits)	Footnote [****]		Not Available from State Data Base	
Other Instructional Personnel *****	2,310	1,729	1,531	1,065,016
Contracted Instructional Services	259	311	484	119,295
School Administration	1,417	1,033	785	653,343
Materials/Supplies/Operating Capital Outlay	961	777	349	442,839
Food Service	957	747	752	440,984
Operation and Maintenance of Plant	2,057	1,728	1,442	948,263
Other School-Level Support Services	1,038	742	350	478,460
TOTAL SCHOOL COSTS **	\$ 20,307	\$ 15,173	\$ 11,892	\$ 9,360,870

** Capital expenditures for new schools are not included.

*** Amounts reported for district and state reflect total school costs (direct and school-level indirect costs) for all levels of students, not costs by school type.

District-level costs, such as costs for transportation and administration, for CCPS school district, totaled \$56,508,463 or \$1,301 per FTE

**** The cost of substitute teachers included in teachers' salaries and benefits, and/or other school-level support services, totaled \$90,757 or \$197 per FTE

***** Includes some non-personnel costs, such as costs for teacher training materials.

K-12 ADDITIONAL DETAILED INFORMATION	Per Full-Time Equivalent Student			TOTAL COSTS [2]
	SCHOOL	DISTRICT	STATE	
Teachers/Teacher Assistants (Salaries/Benefits):				
Basic Programs	\$ 8,116	\$ 6,467	\$ 5,017	\$ 1,319,499
English for Speakers of Other Languages (ESOL)	9,351	8,402	6,101	1,605,478
Exceptional Programs	18,055	12,564	9,916	2,287,693
Career Education Programs	-	5,146	5,085	-
Adult Programs [3]	-	-	-	-
Materials, Supplies, Operating Capital Outlay: [4]				
Textbooks				\$ 87,350
Computer Hardware & Software				145,998
Other Instructional Materials				58,680
Other Materials and Supplies				150,811
Library Media Materials				\$ 1,420

[2] The sum of teachers/teacher assistants' salaries and benefits for the programs in this section should agree with the total teachers/teacher assistants' salaries and benefits reported in the previous section.

[3] FTE is unavailable.

[4] The total cost of materials, supplies, and operating capital outlay should agree with materials, supplies, and operating capital outlay reported in the previous section.