Croton Elementary School



2023 – 2024
Handbook
and Calendar

An Inclusive Community of Respectful, Responsible, and Educated Citizens.

Welcome to Croton!

Our Mission: Empower every student to succeed.

Our Vision: An inclusive community of respectful, responsible, and educated citizens.





Croton Elementary values the parent / school relationship, and welcomes families to attend events we offer throughout the school year. We are proud to provide fun and educational activities which enable you to be an active participant in your child's education and development. There is at least one activity every month where you can be involved in the Croton Community. The dates for these events may not appear on the calendar, but will be listed in Croton's monthly newsletter your child brings home.

August:

Kindergarten Tears & Cheers

SAC Meeting

Welcome Back BBQ & AMMP

Jersey Mike's Night

Open House/Title 1 Meeting

September:

Crumbl Cookie Fundraiser

Domino's Night

SAC Meeting

Volunteer Orientation

Family Math Night

October:

Walk to School Day

Domino's Night

Galaxy Skate Night

SAC Meeting

Red Ribbon Week

Parent Conferences

Book Fair

November:

Literacy Night & Book Fair

Jersey Mike's Night

December:

Winter Wonderland Gift Shop

Science Night

Jersey Mike's Night

SAC Meeting

<u>January:</u>

SAC Meeting

Domino's Night

Parent Conferences

Literacy Week

February:

Science Fair Awards Night

SAC Meeting

Book Fair

STEM Family Night

March:

Book Fair

Jersey Mike's Night

SAC Meeting

April:

Crumbl Cookie Fundraiser

SAC Meeting

Galaxy Skate Night

School Beautification Day

May:

Fine Art's Night

SAC Meeting

Summer Send-Off



*Also, every Tuesday Croton hosts "Terrific Tuesdays". These days are reserved to give you an opportunity to volunteer on campus to work on projects for our teachers and staff!

August 2023

Positive Behavior Support: Cooperative

Croton Cardinals are COOPERATIVE when they work together for a common goal using Patience, Flexibility, and Problem Solving.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10 1 st - 6 th Grade Students Report Welcome Back	11 Early Release 1:15	12
13	14	15 Kindergarten Students Report Kindergarten Tears & Cheers 8:00 a.m. SAC - 3:00 p.m.	16	First Day Pre-K Back to School BBQ and AMMP Night	18 Early Release 1:15	19
20	21	22	23	Jersey Mike's Night 4:00 - 8:00 p.m.	25 Early Release 1:15	26
27 Scan your Receipts	28		Open House / Title I Annual Meeting 5:30 - 6:30 (PreK-2 nd)	31 Open House / Title I Annual Meeting		

SCHOOL HOURS

Grades Pre-K - 6 8:00 a.m.

Breakfast 7:30 – 7:55 a.m.

First Bell (report to class) 7:50 a.m.

Dismissal 2:30 /1:15 p.m. (Early Release Days)
No Check-outs after 2:00 /12:45 p.m. (Early Release Days)



STUDENT SUPERVISION BEGINS AT 7:30 a.m.

Students may NOT arrive on campus before 7:30 a.m.

Students are encouraged to report to the cafeteria for breakfast.

Breakfast is free for all students. Supervision is available in hallways until the first bell at 7:50 a.m. Students then report to class and begin their work for the day.

SCHOOL DIRECTORY

Office Phone Number (321) 259-3818

Clinic Dial 1

Attendance Dial 2

Childcare Dial 3

Cafeteria Dial 4

Fax Number (321) 877-0976



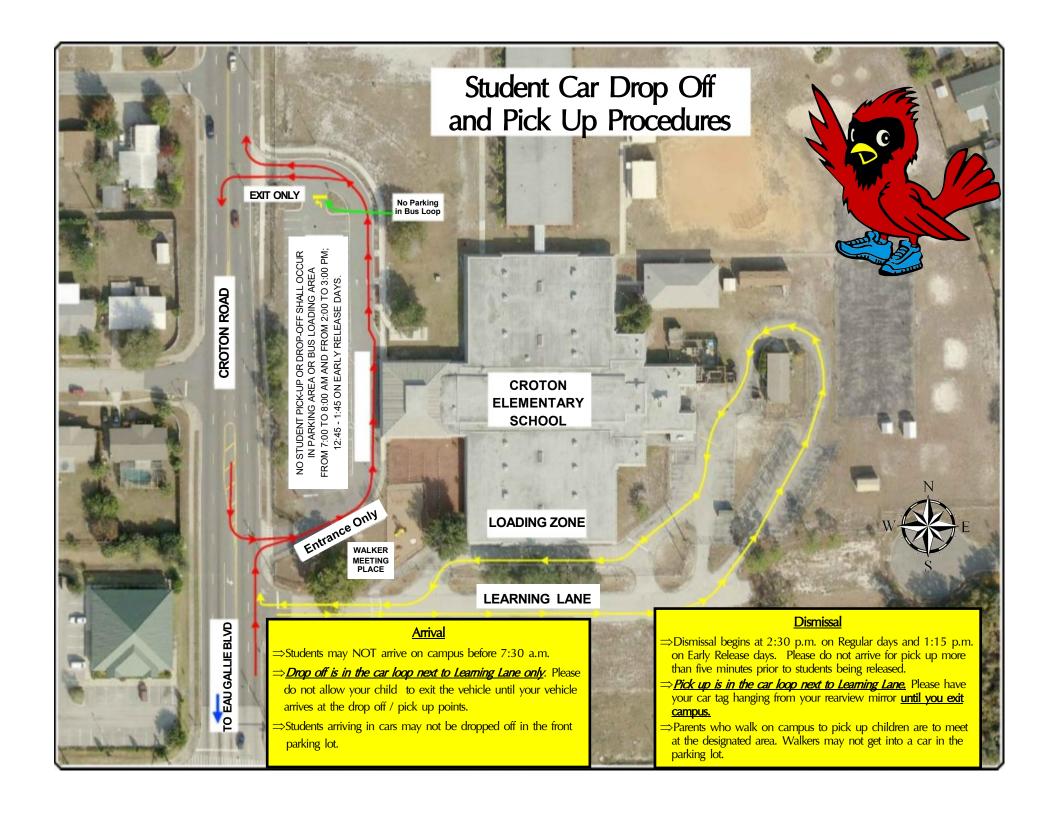
For additional information; visit <u>www.brevardschools.org/CrotonES</u> or stop in and visit us at 1449 Croton Road Melbourne, FL 32935

September 2023

Positive Behavior Support: Active Learner

Croton Cardinals are ACTIVE LEARNERS when they are prepared for class and participate during instruction using Effort, Perseverance, and Personal Best.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					SHOW YOUR SCHOOL SPIRIT! Wear Your Croton T-Shirt on Fridays	
					Early Release 1:15	
3	4 Holiday for All	5	6	7	8	9
	LABOR DAY				Early Release 1:15	
10	Wear Red, White, & Blue Interim Ends	crumbl cookies Fundraiser!	13 13 100 - 7:00 p.m.	14	15 Early Release 1:15	16
Scan your Receipts TOPS LEDUCATION	18 Interims Issued via FOCUS	19 SAC - 3:00 p.m.	20	21	Orientation Breakfast Early Release 1:15	23
24	25	26	27	Family Math Night 6:00 - 7:15 p.m.	29 Early Release 1:15	30



October 2023

Positive Behavior Support: Respectful/Responsible
Croton Cardinals are RESPECTFUL when they are polite and treat others the way they want to be treated with Integrity, Communication, and Truthfulness.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	Picture DAY	HALK TO SCHOOL DAY	5	6 Early Release 1:15	
8	9	10	11 Donino s kiloht 4:00 - 7:00 p.m.	Galaxy Skate Night! 6 - 8 pm End of First Nine Weeks	13 Early Release 1:15	14
15	Student Holiday/ Teacher Work Day	17 SAC - 3:00 p.m.	18	19 Report Cards Issued	SHOW YOUR SCHOOL SPIRIT! Wear Your Croton T-Shirt on Fridays Early Release 1:15	21
22	Be Kind to Your Mind RED RIBBON drug-free WEEK		25	Parent Conferences	27 Early Release 1:15	28
29	Book Fair Begins	31				

SCHOOL-WIDE Positive Behavioral Interventions & Supports (PBIS)

According to research, "one of the foremost advances in school-wide discipline is the emphasis on school-wide systems of support that include *proactive strategies* for **defining**, **teaching**, and **supporting**.

PBS is a behavior management system used to prevent challenging behaviors from occurring by encouraging and rewarding positive behavior.

All staff teach students each of the expectations. Based on these expectations we have developed agreements for all common areas. These agreements serve as guidelines for behavior. Our focus is on rewarding students for good behavior will be behavior. Inappropriate addressed with corrective strategies as necessary.

Cooperative
Active Learner
Respectful/Responsible
Encouraging



Parking Information

When picking up your walkers, please do not park in Croton's parking lots or next door in the business parking lot.

The business office on Eau Gallie Blvd. will be towing cars that do not belong there. Please be respectful of their property, and use the car loop. We want to show we C.A.R.E. about our neighbors, and to be a positive example for Croton Cardinals.

November 2023

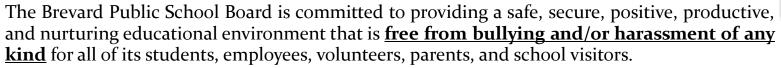
Positive Behavior Support: Respectful/Responsible
Croton Cardinals are RESPONSIBLE when they take care of their own matters and answer for their actions using Common Sense, Organization, and participation.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			Book Fair Continues		Fall into Literacy Night & Book Fail Early Release 1:15	r
Daylight Saving Time Ends Fall Back		7 Individual Picture Retakes	8	Wear Red, White, & Blue	No School VETERAN'S DAY	11
12	13	14	15 Interim Ends	Jersey Mike's Night 4:00 - 8:00 p.m.	17 Early Release 1:15	18
19	No School	No School	No School	Happy Thanksgiving	No School	25
26	27	28	Interims Issued via FOCUS	30		

Expected Behavior from Students and School Employees

Brevard Public Schools expects students and employees to conduct themselves in keeping with their levels of development and maturity. Proper regard for authority, the rights and welfare of students, school staff, respect for the educational purposes underlying all school activities and providing proper care of school facilities, school buses, and equipment is expected at all times.

BULLYING / HARRASSMENT (Brevard County Policy 5517.01)





Aggressive behavior, bullying and/or harassment toward a student, employee, volunteer, or visitor whether by other students, staff employees, or third parties is strictly **prohibited and will not be tolerated.** This prohibition includes physical, verbal, and psychological abuse. The Board will not tolerate any gestures, comments, threats, or actions, which causes or threatens to cause bodily harm or personal degradation. This policy applies to all activities on school property, in route to or from school-sponsored activities and those occurring off school property such as any school-sponsored, school-approved or school-related activity or function, where students are under the school's control. **Bullying and/or harassment will not be tolerated and disciplinary action will be taken**. In addition to school consequences, criminal charges may also be filed.



Below are forms of bullying/harassment and will not be tolerated at any time:

 \Rightarrow Teasing

⇒ Intimidation

⇒ Public Humiliation

⇒ Social Exclusion

⇒ Stalking

⇒ Destruction of Property

⇒ Threats

⇒ Physical Violence

⇒ Cyberstalking/Cyberbullying

⇒ Sexual, Religious, Racial/Ethnic Harassment

December 2023

Positive Behavior Support: Encouraging
Croton Cardinals are ENCOURAGING when they positively praise others for their efforts being Caring, using Friendship, and Courage.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					Early Release 1:15	2
3	4	5	6	7	8	9
	Winter Wonderland Gift Shop Open				Early Release 1:15	
10	11	12	13	14	15	16
			SCIENCE NIGHT	Jersey Mike's Night 4:00 - 8:00 p.m.	Early Release 1:15	
17	18	19	20	21	22	23
HAPPY Mana		SAC - 3:00 p.m.			End of Second Nine Weeks	
			Ear	ly Rel	ease	
24	25	26		28	29	30 Keep Scanning!
31	Winter Break —				-	BOX TOPS

DRESS STANDARDS

Parents may be called to bring a change of clothing or footwear for their child if dress code is violated.



<u>Head</u>: Extreme hairstyles, hair colors, or make-up that is disruptive or does not allow direct eye contact is prohibited (i.e. Mohawks, faux hawks, shaved head art, hair covering the eyes, etc.)

Accessories: Pierced jewelry shall be limited to the ear only.



Lower Garments: Pants shall conform to the build of the student, worn at the waist, not exposing undergarments. Shorts, dresses and skirts must reach mid-thigh.



Shoes: For safety purposes, students **must** wear sneakers daily (No Slides, No Crocs, No Slippers). Students participate in 30 minutes of wellness and/or PE class each day.



<u>Shirts:</u> Upper garments must adequately cover the neckline and waistline. Straps on permitted garments should be at least 1 1/2 inches wide.



Students are expected to follow the Brevard Public Schools' dress code. Please use good judgment when making attire choices.

HEALTH SAFETY



Clinic

The school has a clinic staffed by a nurse for students who are sick or injured. Parents are called if students are unable to return to class after some time in the clinic. These students should be checked out of school as there are no facilities available for children who are ill and possibly contagious. Your prompt response to this notification is appreciated.

Medication

STUDENTS ARE NOT PERMITTED TO BRING ANY TYPE OF MEDICINE TO SCHOOL. This

includes, but is not limited to aspirin, antihistamines, or cough drops. Medicine can only be given in the clinic with **written authorization** of the physician and parent or guardian. **Medication must be transported by the parent or guardian** to the clinic and be contained in the original prescription bottle.

Contact Updates

It is important that staff be able to contact you should your child become sick or injured. Please inform the school office and clinic when any changes in home, cell, or work phone numbers occur during the school year.

January 2024

Positive Behavior Support: Cooperative

LISTEN carefully to others and be sure you understand what they are saying. SHARE. TAKE TURNS. COMPROMISE when you have a conflict.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Holiday For All	2 Winter Vacation -	3	4	5	Scan your Receipts TOPS EDUCATION
7	8	9	10	11	12	13
	Students Return				Report Cards Issued	
					Early Release 1:15	
14	Holiday For All	16 SAC - 3:00 p.m.	17 og skight	Parent Teacher Conferences	19	20
	MARTIN LUTHER KING JR. Day		4:00 - 7:00 p.m.	00	Early Release 1:15	
21	celebrate LITERACY WEEK —	23	24	25	26	
					Early Release 1:15	
28	29	30	31			



RAINY DAY PLAN

Parents are encouraged to work out, **IN ADVANCE**, a rainy day transportation plan with their children. A mutual understanding between parent, child, and school will allow for a smooth transition during inclement weather. Rainy Day Plan Forms will be provided to you at the beginning of the school year. Be prepared for rain during the first week of school. Car traffic increases on rainy days. Please be patient and follow the directions of school personnel.

BREVARD COUNTY "30-30 RULE"

If the time between lightning and hearing thunder is <u>thirty (30) seconds or less</u>, the outdoor activity (including dismissal) shall be suspended immediately, and staff MUST wait <u>thirty (30) minutes or more</u> before allowing students to leave proper shelter.

TRANSPORTATION

Please Note: Transportation changes cannot be made over the phone.

<u>Car Riders</u> Please refer to the October calendar page/map for procedures.

Bicycles and Scooters

- Bicycles/scooters MAY NOT BE RIDDEN ON SCHOOL SIDEWALKS AT ANY TIME. All students must walk their bike or scooter at all times on campus.
- Walk bicycles/scooters across busy streets and obey crossing guards and safety patrols. No jay walking.
- Bicycle helmets are required by law. Children riding bikes to school must wear a helmet.
- <u>To prevent theft, all bikes must be locked during the school day.</u> Parents are strongly encouraged to register bicycle ID numbers and descriptions with the Police Department prior to the start of school. Missing or stolen bicycles should be reported to the Melbourne Police Department.

Bus Transportation

Bus transportation will be provided to all children who live more than 2 miles from the school. Students must be registered with transportation services in order to ride a bus.

- 1. Vehicle traffic will NOT be allowed in the bus lane in front of the school between 7:30 8:15 a.m. and 2:00 2:45 p.m. (12:45 1:45 p.m. on Early Release Days). This will ensure safety for all while the buses and vans are loading and unloading students.
- 2. The rules governing bus transportation can be found on the district website at www.brevardschools.org/ Page/17037. It is important that parents read and discuss the rules of the bus behavior standards with their children. Bus evacuation drills are conducted on campus once each semester.

<u>Suspension From Bus Transportation</u>

The same behavior that is expected in school is expected on the bus. Students receiving a discipline referral from the bus will be given corrective strategies which correlate with the district-wide discipline plan.



February 2024

Positive Behavior Support: Active Learner

Stay ON-TASK with your work. Be ENGAGED in the lesson. LEARN SOMETHING NEW. CONNECT what you learned with something else.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Scan your Receipts TOPS EDUCATION	Nonday	ruesuay	VVeuriesday	science fair & Awards Night	2 Early Release 1:15	3
4	5	Club/Class Photos	7	8 Interim Ends	9 SHOW YOUR SCHOOL SPIRIT! Wear Your Croton T-Shirt on Fridays Early Release 1:15	10
11	12	13	14	15 Interims Issued via FOCUS	16 Early Release 1:15	17
18	Student Holiday/ Teacher Work Day	20 SAC - 3:00 p.m.	21	22	Early Release 1:15	24
25	Book Fair Begins		28	STEM Sight		



Registered Volunteer Process If you are interested in volunteering, please complete an online application. You

If you are interested in volunteering, please complete an online application. You will then proceed to the Office of District and School Security located in the School Board Building in Viera where you will complete your fingerprinting and payment. Fingerprinting hours are Monday through Friday from 8:00 a.m. to 4:00 p.m.

Registered Volunteer Cost - *Current prices include an initial payment of \$35 and an annual renewal fee of \$8.00 (*Fees are being waived at the time of this printing.)

Visitor and Volunteer Information

Volunteers play an important role in the daily operations of Brevard Public Schools. We appreciate all the help our volunteers give our students, teachers, and schools. There are many ways to help; Registered Volunteers are welcome to come on campus to read with students, chaperone on field trips, support in the classroom with activities, and utilize our workroom to help with teacher projects, sorting fundraiser orders, and more. Please register as a volunteer early in the school year so you don't miss any opportunities to help!



Croton Elementary welcomes all visitors and volunteers onto the campus with proper identification. Anyone wishing to be on school property during school hours <u>must use their Driver License/State ID</u> to sign in at the front office. A system was put into place by the Brevard Public School District that conducts a National

Sex Offender Registry at sign-in. This is in direct response to the community's request for improved security in our schools. To ensure the safety of our children, all visitors and volunteers must undergo certain safety checks. A badge with the visitor/volunteer's legal name will be printed to be worn on an <u>upper garment visible to staff</u> and students. This safety requirement is in place so that School Staff are aware of who is on campus



at all times. According to School Board Policy po8475, visitors must be escorted on campus at all times. Due to staff working with students, visitor opportunities are limited.

To complete the online application, please visit the Volunteer Information Page on the Croton Website. You can find it under: Parents & Students... Parents... "How do I volunteer?"

March 2024

Positive Behavior Support: Respectful/Responsible

RAISE your hand. Use an INSIDE voice. KEEP YOUR HANDS AND FEET TO YOURSELF. Use KIND words. WAIT your turn and share.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					Last Day Book Fair Early Release 1:15	2
3 4		5	6	Jersey Mike's Night 4:00 - 8:00 p.m.	8 Early Release 1:15	9
Daylight Savings Time Begins	1	12 PHOTOS	End of Third Nine Weeks	14	No School Teacher Work Day	16
17 1	8	19 SAC - 3:00 p.m.	20 Report Cards Issued	21	22 Early Release 1:15	23
24 2 31	5 Spring Break —	26	27	28	29	30 TOPS EDUCATION Keep Scanning!

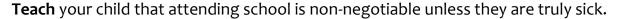


Encouraging Good Attendance

Help your child get into the habit and learn the value of regular routines.

Bedtime routines are important to develop healthy sleep patterns. Sleep deprivation negatively affects academic performance by impairing concentration and cognitive functions. You can help your children fall asleep by sticking to a healthy bedtime routine like:

- Take a bath and brush teeth
- Snuggle up and relax under a blanket
- Read books together



Build relationships with other families and discuss how you can help each other out (e.g., drop off or pick up children or babysitting) in times of need or emergencies.



Screen time may have a harmful impact on your child's sleep habits. Even calm videos can disrupt a child's sleep. Make bedrooms device-free zones and keep off screens at least 30 to 60 minutes before bedtime.



Attendance Counts

Attendance/Absence Procedures In order for students to receive quality instruction, it is essential that they attend school and are on time each day. The importance of regular school attendance is emphasized by the Florida Compulsory School Attendance Law and Brevard Public Schools' Board Rules. School attendance is the responsibility of the parent and student. Students may not be absent more than **nine days** in a

semester in order to be promoted to the next grade level.

<u>Excused Absences</u> Excused absences include a doctor's visit, court appearance, or religious holiday; in order to be excused, appropriate documentation is required. Students who remain absent without proper authorization will be referred to the Attendance Resource Officer. Parents are requested to call the office before 8:30 a.m. to report their child absent from school.

April 2024

Positive Behavior Support: Respectful/Responsible

Be RELIABLE and DEPENDABLE; when you agree to do something, do it. DO YOUR BEST AND BE PROUD of what you've done.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Scan your Receipts TOPS EDUCATION	1	2	3	4	5 Early Release 1:15	6
7	8	9	10	11	12	13
		crumbl cookies Fundraiser!			Early Release 1:15	
14	15	16 SAC - 3:00 p.m.	17	Galaxy Skate Night! 6 - 8 pm	Early Release 1:15	20
21	No School	23 Interim Ends	24	25	26 Hands Together School Beautification Early Release 1:15	27
28	29	30 Interims Issued via FOCUS				

CAFETERIA PROCEDURES



Proper procedures for cafeteria health and safety:

- ✓ Talk with inside voices
- ✓ Sit on benches correctly
- ✓ Remain seated at all times
- ✓ Keep hands/feet to yourself
- ✓ Clean table and floor area
- ✓ No sharing food
- ✓ Soda and candy are not allowed
- ✓ Food/drink are to be consumed in the cafeteria



Monitors are in the cafeteria during all lunch periods. Students are expected to follow cafeteria procedures at all times to ensure health and safety for all.

Breakfast

Free breakfast is served daily from 7:30 a.m. until 7:55 a.m. for all students.

Lunch

Lunch is FREE to all students this year. Additional items may be purchased daily with cash, or advance payment may be made in the cafeteria before 8:00 a.m. at the beginning of each week. **Parents may also pay by credit card online at:** www.MyPaymentsPlus.com. Refer to the Cafeteria section of our website for current prices.



For additional information regarding Brevard Public School's lunch program, please visit: https://www.brevardschools.org/CrotonCafe

May 2024

Positive Behavior Support: Encouraging

Show SUPPORT for a friend. COMPLIMENT good behavior choices. CHEER others on in their activities. Show good SPORTSMANSHIP.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				2	Early Release 1:15	4
5	6	7	8	9 Fine Arts Night	10 SHOW YOUR SCHOOL SPIRIT! Wear Your Croton T-Shirt on Fridays Early Release 1:15	11
12 Mother's	13	14	15	16	17 Early Release 1:15	18
19	20	21 SAC - 3:00 p.m.	Early Release 1:15	Early Release 1:15	Last Day of School Report Cards Issued Early Release 1:15	25
26	27 Memorial	28	29	30	31	

Before and After



☆ ☆ ☆ ☆ ☆ ☆ ☆ ☆

CROTON CHILDCARE "CARDINALS' NEST"

Brevard After School Program

(321) 253-5058



Before and after school child care is available for students enrolled at Croton Elementary in Kindergarten through 6th grade. Before-care begins at 6:30 a.m. and students receive free breakfast. At dismissal, registered students are released to aftercare which ends at 6:00 p.m. A 10% discount is offered for siblings.

*Fees

\$15.00

Registration Fee	\$25.00 (one-time only
Before and After Care	\$70.00 (weekly)
Before Care Only	\$38.00 (weekly)
After Care Only	\$65.00 (weekly)
Daily Rate (1-2 Days per week)	\$29.00
Annual Pass (for any 15 school days)	\$250.00

Late Payment and **Late Pickup



^{*}All fees are subject to change at the discretion of Brevard Public Schools.

^{**} Late pickup fee is \$15 per 15 minutes beginning at 6:01 p.m.

School Board Information



Where Cardinals Learn

To CARE!

Cooperative
Active Learner
Respectful/Responsible
Encouraging