

2022-2023

FLORENCE K-8

PARENT HANDBOOK



Principal

Deanna Potter

email- dpotter@fusdaz.org

Assistant Principal

Rusty Smith

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Dean of Students/Athletic Director

Jeff Fox

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Florence K-8 Mission Statement:

At Florence K-8 our mission is to foster a community that is connected through learning and success for all.

Florence K-8 Vision Statement:

At Florence K-8 we RESPECT where we have come from, GROW our learning, and BUILD a future of success.



2022-2023 Florence K-8 PARENT PLANNER



Important Dates for the 2022-2023 School Year

First Day of School: Wednesday, July 20, 2022
 Last Day of School for Kg – 7th Grade: Thursday, May 25, 2023
 Meet the Teacher Night: Monday, July 18, 2022 @ 5:00 pm– 6:00 pm
 Parent Athletic Meeting, July 18, 2022 @ 6:00-6:30 p.m.
 School Website: fk8.fusdaz.com

Florence K-8 School Hours:

Regular School Hours:
8:35 AM – 3:35 PM

*Student Supervision begins @ 8:15 a.m.

Early Release Day Hours:
8:35 AM – 1:20 PM

Office Hours:

8:00 AM – 4:00 PM

(regular school days)

8:00 AM – 3:00 PM

(Early Release Days)

Florence K-8 Phone Numbers

Office: 520-866-3540

Fax: 520-868-8893

Nurse: 520-866-3545

Cafeteria

Breakfast hours:

8:15 am- 8:30 am

Breakfast pricing:

\$1.45

Lunch pricing: \$2.65

**Free/Reduced Forms are
available in the office**

Early Release Days

Every Wednesday except for the following
Wednesday's

Wednesday, July 20, 2022
Wednesday, December 14, 2022

The following dates are also Early Release Days

Friday, September 23, 2022
Thursday, December 15, 2022
Friday, December 16, 2022
Friday, February 3, 2023
Thursday, May 25, 2023

Parent/Teacher Conferences

Wednesday, September 21, 2022
Thursday, September 22, 2022
Wednesday, February 1, 2023
Thursday, February 2, 2023

Intersession Breaks No School

September 26, 2022 – October 7, 2022
December 19, 2022 – January 6, 2023
March 13, 2023– March 24, 2023

No School

Monday, September 5, 2022
Monday, November 11, 2022
Wednesday, November 23, 2022
Thursday, November 24, 2022
Friday, November 25, 2022
Monday, January 16, 2023
Monday, February 20, 2023

Eighth Grade Promotion

May 19, 2023 @ 5:00 PM

This is the last day of school for all 8th
grade students.

Photo Schedule:

Picture Day: August 25, 2022

Retakes: October 13, 2022

Panoramic Photo: March 8, 2023

Kinder Cap & Gown: March 8, 2023

8th Gr. Promotion Pics: March 28, 2019

PLEASE NOTE:

Students may not be on campus before 8:15 a.m. as there is no adult supervision.

Welcome to Florence K8, home of the GOPHERS! Hopefully this parent handbook will answer some of your questions. Please call the school if you have any questions.

- **Address:**
 - 460 S. Park Street
Florence, AZ 85132
- **Phone Number:**
 - 520-866-3540
- **Fax Number:**
 - 520-868-8839
- **Website:**
 - fk8.fusdaz.com
- **Times:**
 - Students may enter campus at 8:15 am. Students purchasing breakfast will report to the cafeteria. All other students report to their classroom.
 - M, T, Th, F
 - K-3: 8:35 am-3:30 pm
 - 4-8: 8:35 am-3:35 pm
 - W
 - K-3: 8:35 am-1:15 pm
 - 4-8: 8:35 am-1:20 pm
- **Lunch Costs:**
 - Breakfast: \$1.45
 - Lunch: \$2.65
- **School Colors:**
 - Red and white with black as an accent
- **School Mascot:**
 - GOPHER

Academic Success:

The academic success of your student is important to us. At Florence K8 we truly believe that we are a team with parents working together for the success of each student. If at any time you have questions or concerns, please reach out to your child's teacher. Staff will return phone calls/emails within 24 business hours. Grades are posted weekly and are visible on ParentVue. If you need help with your ParentVue account, please call Ms. Jessica Rice at 520-866-3540 x2091 or email at jrjice@fusdaz.org.

Arrival:

School Day Arrival Procedures: Our campus is not open to students until 8:15. For the safety of your children, it is very important that they are not on campus before this time. The school day begins at 8:35.

Bus: All students must have a bus pass to enter the bus. When bus riders arrive at school, they will be greeted by staff and directed to enter campus. It is very important that parents DO NOT park in the bus loading zone. Once the busses arrive on campus, students cannot be taken off the bus by parents. If you need to take your child, you must check them out through the office.

Walkers and Bike Riders: Walkers and Bike Riders need to use the crosswalks to get to school. All walkers and bike riders will enter campus on Orlando Street. There are two entry points where a staff member will greet them to enter campus.

Kindergarten students may enter campus through the kindergarten playground gate located on Virginia Street. A staff member will greet them and let them into campus.

Parent Drop Off: The drop off area is on Orlando Street. Cars can pull up along the street and students can exit the car to go to an entry gate. PARENTS SHOULD NOT LEAVE THEIR CAR. Parents that want to get out of their car and walk their child to the gate must park in the parking lot on Orlando Street and escort their child. PLEASE USE THE CROSSWALKS WITH YOUR CHILD. A staff member will greet the students at the gate as they enter campus.

Parents are not allowed to enter campus in this area except the first day of school. After the first day of school, if a parent wants to go to the classroom with their child they must sign in the front office and turn in identification and receive a visitor pass.

All students have the option to purchase breakfast in the cafeteria. If students are not eating breakfast, they must go straight to their classroom.

Attendance:

Regular attendance and being on time are two things that help students have a good attitude toward school. The parent/guardian is charged with the responsibility for his/her child's attendance at school. (A.R.S. 15-802, policy section 5.1.1)

Absences and tardiness are upsetting for students. Both disrupt their schedules, require readjustment to the class routine, and slow down learning. Boys and girls should be in class every day unless they are ill. It is very important that the school is notified as soon as possible if a student will be absent or tardy. Please call the attendance line if your child is ill and will be absent. Your message should include your name, the child's name, classroom teacher, date(s) of absence, and a reason for the absence. An early call to the school will save time and help protect your child. If the school is not notified early in the morning, a call is made to see if the child has been waylaid while coming to school or if he/she is ill. Please make sure you communicate absences to our attendance clerk/registrar Ms. Jessica Rice 520-866-3540.

Leaving Early: For the **safety and protection** of all children, students are not allowed to leave their classrooms before our regular dismissal time without the parent or guardian personally signing the child out. When taking students from school early, please keep disruptions to a minimum since this is instructional time. The adult checking the child out of school must provide a picture ID and be listed as an emergency contact. We are unable to excuse students early on the basis of a note or telephone call from parents.

The Office Team has limited help at the end of each school day. The deadline to check your child out early is:

Regular School Day: 3:00 PM

Early Release Day: 12:50 PM

Special circumstances are acknowledged on a case by case basis and must be approved by an administrator.

Thank you for your understanding and prioritizing your student's safety!

Cafeteria/Meals:

Breakfast is available for purchase for \$1.45 each day and lunch is available for purchase for \$2.65 each day. Please take time to fill out the Free/Reduced Meal application.

If your child brings lunch to school, please ensure it comes to school with them at the start of the day and is labeled with their name. Parents are encouraged to send healthy food options. Lunch will be eaten in the cafeteria. Sixth through eighth grade students may have the privilege of buying food from the snack bar when it is open but must have money in their lunch account or cash. Money can be added to their lunch account on the district website. If your child has a food allergy, please make sure you have provided a doctor note to the school nurse.

Communication:

All staff emails are available on our website.

Each week an informational email will be sent out by the principal. This information will also be shared on our Facebook page (Florence K-8 School, Home of the Gophers). Flyers are posted through the PeachJar app which can be found in the FUSD app. Grade level newsletters will be posted to PeachJar at the beginning of each month. Please make sure to download the FUSD app.

Email is our main form of communication. It is important that your contact information is up to date.

Dismissal:

Kindergarten through 3rd grade will be dismissed at 3:30 pm. 4th-8th graders dismiss with the bell at 3:35 pm.

Bus: All students must have a bus pass to enter the bus. Kindergarten through 3rd grade students will be escorted to the bus area by a staff member. Kindergarten through 3rd grade students will have a colored bus tag on their backpack. Please do not remove that tag as it helps us visually see which bus they go on.

Our bus colors are:

- Route 1- Yellow,
- Route 2- Red
- Route 3- Green
- Route 4- Blue
- Route 5- Orange

Please be patient with drop off time at bus stops the first week of school as we take a lot of time making sure that students are on the correct bus before they leave campus. Download the *Here Comes the Bus* app on your phone so you have up to date information about bus locations. Our district website has information regarding your child's bus route, stop, pick up, and drop off time. Kindergarten and 1st grade students will not be left alone at the bus stops. If no one is there to pick them up the bus will bring them back to the school. If your student is on the bus at school, parents must check them out through the front office. Parents cannot just pull their students directly off the bus while the bus is still on campus.

Parent Pick Up: Parent pickup is on Orlando Street. Kindergarten students will be behind the fence with their teachers. This fence is closest to Virginia Street. First grade students will be on the planters just South of the double doors with their teachers. Second grade students will be on the planters just North of the double doors with their teachers. Third grade students will be under the tree by the Orlando Street crosswalk with their teachers. If you choose to have your child walk to your car, please communicate that with their teacher. If you are on Orlando Street in your car, please do NOT leave your car unattended. This line must stay moving.

Walkers: Younger siblings will wait with their teacher for older siblings in the cafeteria. For the safety of our younger students, we typically do not allow kinder and 1st grade students to walk on their own. If you want your kindergartener or first grader to walk home from school on their own, please notify a member of the administration via email.

After School Program: The Before and After School care program is run by the Town of Florence. Please contact them at 520-868-7500.

Dress Code:

Students dressed/groomed in a manner not reflective of the Dress Code Policy (or not in good judgment for the school learning environment) may be sent to the school office for any necessary correction. Parents will be contacted should the need arise. The dress code policy is located in the Student Handbook on the school website.

Honor Roll/Quarterly Rewards:

Our goal is to recognize students after each quarter is over for academic excellence, amazing attendance and positive behavior. The district has outlined the following Honor Roll expectations:

Scholars of Distinction: Students must score 90% or better in every subject.

Principal's Honor Roll: Students must average 90% with no grade below 80% in every subject.

Honor Roll: Students with a grade average of 80% with no grade below 70% in every subject.

We hope to have an assembly to recognize students after quarters 1, 2 and 3. The dates of assemblies are planned as follows:

Q1- October 12th

Q2- January 11th

Q3- March 29th

Our goal is for fourth through eighth grade students to have the opportunity to attend a quarterly reward event. The requirements for these events are as follows:

- Honor Roll
- Less than 2 MIR's
- 0 Referrals
- Less than 3 Tardies
- Less than 3 Absences

Each student will start with a clean slate at the start of a new quarter.

Kona Ice:

Kona Ice will come on campus once a month. Shaved ice will be available for any student to purchase for \$4 cash. This will take place during students' lunch/recess time on the following dates:

August 2nd

September 6th

October 11th

November 1st

December 6th

January 10th

February 7th

March 7th

March 28th

May 2nd

Lost and Found:

Please put your child's name on their belongings. Our lost and found is located on the stage in the cafeteria. At the end of each quarter all items left in lost and found are donated.

Medication:

All medication, prescription or nonprescription, must be dispensed by the Nurse. Students are not given any non-prescribed medications the first hour of the school day or the last hour of the school day. Call the school nurse for all medication and immunization questions or concerns.

PBIS:

PBIS is a framework or approach for assisting school personnel in adopting and organizing evidence-based behavioral interventions into an integrated continuum that enhances academic and social behavior outcomes for all students. PBIS is NOT a packaged curriculum, scripted intervention, or manualized strategy.

PBIS IS a prevention-oriented way for school personnel to [a] organize evidence-based practices, [b] improve their implementation of those practices, and [c] maximize academic and social behavior outcomes for students.

At Florence K8 we are Safe, Kind and Responsible. Students who are caught being Safe, Kind and Responsible could receive a Red Gopher Paw. Students bring their Gopher Paws up to the office to display them on our board.

PTO:

Our PTO is always in need of new members. Joining the Parent Teacher Organization at Florence K8 is a great way to get involved in your child's school. If you are interested in joining PTO please email our current PTO at florencek8gopherpto@gmail.com.

Student Birthday Celebrations:

Parents should contact their child's Teacher in advance for planning purposes. Store bought foods (only) may be distributed to students.

Visitors on Campus:

All visitors must check into the front office. Parents must make an appointment with the teacher before visiting the classroom during instructional time. When visitors enter campus, they must turn in their identification and receive a visitors pass. Visitors are not permitted to take pictures of children on campus that are not their own.

Volunteers:

We welcome volunteers and appreciate a positive relationship with parents and community members. For the safety of students, we require all volunteers who will be working with students on campus or chaperone field trips to fill out the volunteer packet and have an IVP Fingerprint Clearance Card. Volunteers will be required to answer health screening questions each time they volunteer. Our receptionist can help assist anyone interested in volunteering with the process. Volunteers are not permitted to take pictures of children on campus or on fieldtrips who are not their own.