



# Week at the Creek

August 19, 2024

Hawk families,  
Our students have jumped right into the new school year! I have had the pleasure of visiting classrooms and learning environments this week! Our students are engaged and actively learning. This week our biggest focus was building community and learning our routines and procedures. Our teachers took the time to get to know their students via games, morning meetings, and other interactive activities.

Another huge accomplishment this week is our morning arrival car line. We have been very efficient this week! A huge thank you to our families for having students ready to unload safely. Our patrols have been a big help too. They are unloading vehicles, and some are transporting students to their homeroom.

Please make sure that you continue to visit our website for the most up-to-date information regarding our school:  
<https://www-hce.stjohns.k12.fl.us/>.

*Mrs. Yvette Cubero-Gonzalez*

## Spirit Day EVERY Friday!

Wear your HCE spirit wear



## September

- 9/2 NO SCHOOL: LABOR DAY
- 9/3 SAC Monthly Meeting @ 4PM
- 9/6 PTO Sponsored: Back to School Bash
- 9/10 K, 2, 4 and Access Classroom Curriculum Night
- 9/10 PTO Monthly Meeting @ 3:30AM
- 9/11 Interim Reports
- 9/12 PK, 1, 3, 5, Curriculum Night
- 9/20 NO SCHOOL: Teacher Inservice Day
- 9/25 PTO Sponsored: Pastries with Families PK and K
- 9/26 Picture Day

## October

- 10/1 SAC Monthly Meeting @ 4PM
- 10/11 PTO Sponsored: Movie Night
- 10/11 First Quarter Ends
- 10/14 NO SCHOOL: Teacher Planning Day
- 10/16 PTO Sponsored: Pastries with Parents 1<sup>st</sup> Grade

## Lunch Menu for Week of 8/19

Breakfast is \$1.75; Lunch \$3.25

### Monday

- Chicken Nuggets
- Mini Corndogs

### Tuesday

- Hot Dog
- Mac and Cheese

### Wednesday

- BBQ Chicken Quesadilla
- Grilled Cheese Sandwich

### Thursday

- Cheese or Pepperoni Pizza
- Mini Corndogs

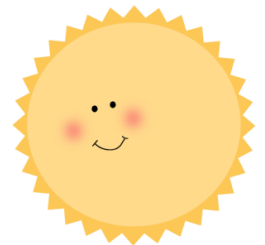
### Friday

- Hamburger or Cheeseburger
- Max Cheese Sticks



Please visit our [cafeteria's site](#) for more information regarding our Café Policies.

## Excessive Heat Watch



The weather forecast continues to indicate an excessive heat warning most days. Please be assured that we monitor the weather to ensure safe conditions for outdoor activities. Excessive heat, like storms, may cause outdoor activities to be limited or suspended. In these conditions, students may have PE and recess in indoor spaces. We will continue to monitor weather conditions and adjust our outdoor plans throughout this week.

# Communication with Teachers

Please refrain from emailing our teachers during instructional time. Our teachers are not checking email during this time, because they're focused on teaching. If you need help immediately, please call our front desk receptionist, Ruth Sherwood, (904)547-7451. If it is not an emergency, please note that your student's teacher will get back to you as soon as possible. Please note it can take up to 48 hours for a response, especially on weekends. We ask that all transportation changes be reported to our front desk via our [DISMISSAL CHANGE FORM](#). Mrs. Sherwood keeps a list and calls all classrooms beginning at 2pm with transportation changes (this is the reason we ask to refrain from checking students out after 2PM).



## DISMISSAL CHANGES

**DISMISSAL CHANGES** are accepted until 2:00 p.m. (M, T, TH, F) and 1:00 p.m. (W).

**EARLY CHECK-OUTS** (for any reason) must be completed by 2:10 (M, T, TH, F) and 1:10 p.m. (W).



Your respect for our dismissal policy helps maintain safety and security as we complete attendance/check-out reports accurately before students prepare for and move to their dismissal stations. It is often very difficult to locate students or get them ready to leave early during the last minutes prior to dismissal bell. Teachers and students are completing lessons, packing up, or on the move to dismissal stations.

Please use the [Dismissal Change Form](#) found on the HCE website.

# Arrival Procedures

Please keep all backpack tags on student backpacks.

This helps our safety patrols escort students to their homeroom.

Pre-K/ESE students – will arrive in the regular car line anytime between 8:00AM-8:25AM. Our PreK/ESE teachers will be stationed outside during the first week of school to help get PreK/ESE students out of car seats and vehicles and safely into the building. After the first week, our PreK/ESE paraprofessionals will help with this process.

**\*\*PreK/ESE parents – please have your hot pink car tag visible for quicker recognition.\*\***

Car Line Protocol for arrival: **Students will exit the car on the passenger side only.** This is very important to ensure the safety of everyone. Car line student vehicles need to travel all the way down Hickory Creek Trail, go around the cul-de-sac and back up into the school entrance gate. There will be staff out to assist with this traffic pattern. Please **STAY IN THE LINE** and once your child(ren) has/have safely exited the vehicle, continue to stay in line until you are through the car loop and out the other gate. Please do not skip in line or drive around another vehicle unless instructed to do so by a staff member.

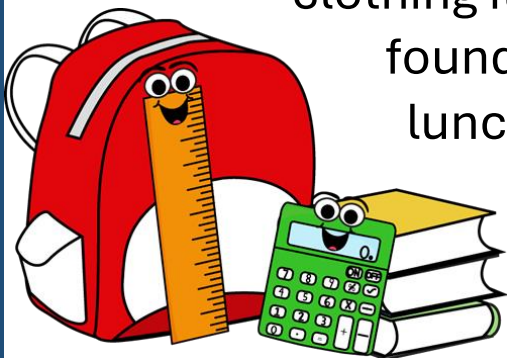
**Parents are not allowed to park and walk their student to the front door. You will be asked to get back in your vehicle and drop off your student via the car line.**

All other students –School Bus riders and Daycare Van/Bus riders will be assisted by our bus duty staff. Bikers and Walkers will be directed to enter the building through the bus loop.

Due to safety protocol the biker/walker gate will open at 7:55AM and close at 8:25AM.

# Lost and Found

If your student misplaces any clothing item, lunch box, or water bottle the item will be placed at lost and found. We have a lost and found located in our main hallway for clothing items. We have an additional lost and found in the cafeteria for water bottles and lunch boxes. When our lost and found gets crowded, we donate all items to the foster closet. We let you know ahead of time, before donating.



# FOLLOW OUR PTO ON SOCIAL MEDIA!

<https://www.facebook.com/HickoryCreekElementary>



## Home Access Center

The Home Access Center (HAC) is a web-based application that is part of our Student Information System called eSchoolPlus.

Please visit the website below to access or sign up for an account:

<https://www.stjohns.k12.fl.us/hac/>.



This system provides parents and students with a daily summary page, schedule and attendance, discipline information, class work, test scores and course requests for all students in grades 3-5. This is also where families can access their student's interim report and report card. If you need assistance with your account, please contact our Computer Operator, Lizeth Antonetti.

# Dismissal Procedures

**Times:** Students are dismissed at 2:45p.m. all days except Wednesday. On Wednesdays, students are dismissed at 1:45p.m.

Dismissal will be a work in progress for the first two weeks as we learn everyone's regular mode of dismissal and transportation. *We ask that your student begin the school year following their regular, daily mode of dismissal.*

Car Line – **Please have your car tag clearly visible.** Please drive all the way down to the cul-de-sac and back up into the property gates. Students will be released from their classroom to come to the car line holding area. **Please make sure the car tag is visible to all staff members helping load students in cars.** PLEASE BE PATIENT as this process will take a bit of time initially to learn a new routine. PLEASE DO NOT SKIP IN LINE OR DRIVE AROUND a stopped car, unless directed to do so by one of our car line staff members. These directions also pertain to PreK, ESE, and Kindergarten students. Please do not park in the Swiss Point Parking Lot to pick up a student. This lot is not our property, and we need permission to use it. Please note parking in this location is considered trespassing.

Bus- Bus students will be dismissed by grade level to load the buses. Kindergarten is always dismissed first in order to seat the kindergarten students at the front of the bus. Bus drivers will have seating charts. It is very important that students follow the directions given to them by the bus driver.

Biker and Walkers- **DUE TO SAFETY PROTOCOLS THE BIKER/WALKER GATE WILL OPEN AT 2:35pm (M, T, TH, F)/1:35pm (W).** Students will be dismissed and walked out by staff members at about 2:40PM/1:40PM. It is important that bikers follow Bicycle Safety, please take a moment and review some safety tips with your child. View these videos: [Pedestrian Safety](#) and [Bicycle Safety](#).

Extended Day- Staff will follow the procedures shared with families. At 3PM, students will meet their team lead at the specified location after school be. Students will have a snack and then will work on their home learning (about 20-30 minutes). Students will also attend recess, weather permitting.

*Please note:* **Once dismissed, a student cannot come back on campus to retrieve personnel items.** Please talk to your child about retrieving all their belongings **BEFORE** leaving their classroom. Anything left behind will be there the next morning.

# Absences

A [written note](#) is needed within 48 hours of returning to school stating the cause of the absence.

**Excused absences include:** personal illness, illness of an immediate family member, a death in the family, religious holidays of the student's established religious faith, required court or law agency appearances, public functions, state competitions, scheduled doctor or dentist appointments.

**Unexcused absences include:** shopping trips, pleasure trips, suspension from school, appointments without prior approval except in case of emergency, truancy, and other avoidable absences.

For a complete list of excused and unexcused absences, refer to the [Student Code of Conduct](#).

## Nurse and Clinic News

If a child needs to take a prescribed medication during the school day, a parent or guardian must bring the original bottle of medication to the clinic with a completed “Authorization to Assist in the Administration of Medication/Treatment form” signed by a doctor. This form is also required for dispensing over the counter drugs such as Tylenol or cough syrup. Please visit our website for updated forms and additional information: [Hawk Clinic](#).



## Cell Phones and Other Wireless Devices\*

Page 26 on [the Student Code of Conduct](#) states:

*Students may possess cellular telephones and other wireless communication devices at school, on buses, and at school functions. However, **they must be turned off**, stored in student’s backpack, purse, locker or vehicle. **The device shall not be used during the school day without administrative approval or on school buses to and from school.** Upon administrative approval, use is limited between classes and during lunch only. Students may not use a wireless communication device during instructional time, except when expressly directed by a teacher solely for educational purposes. Failure to comply may result in the device being confiscated. Repeated failure to comply will be considered defiance of school rules.*



\*Wireless devices include smart watches. All smart watches should be on Airplane Mode while on campus. Texting, making, or receiving calls, and/or recordings on a smart watch are not allowed. Failure to comply may result in the device being confiscated.

**Please note**, in order to sign-in to our lobby computer as a volunteer, you **MUST** be a cleared volunteer and you **MUST** have a driver’s license. Please follow the directions posted on the computer to sign in.

**Ruth, our receptionist, can also help.**

**Please visit our site regarding school access:**

**<https://www-hce.stjohns.k12.fl.us/>**



