



**SUNRAY**  
ELEMENTARY SCHOOL

# Sunray Elementary School

4815 Sunray Drive • Holiday, Florida 34690  
(727) 774-9100 • Fax (727) 774-9191

Debra M. Viggiano  
Principal

Tracy Hlady  
Assistant Principal

Dear Parent,

Between August 26<sup>th</sup> and September 15<sup>th</sup> 2020, your child will take the MAP<sup>®</sup> Growth<sup>™</sup> test from NWEA<sup>®</sup> on a computer or tablet. MAP Growth scores help teachers check student performance by measuring achievement and growth. Teachers use results to tailor classroom lessons and set goals for students.


MAP Growth tests are unique and adapt to your child's responses to measure your child's skill level. If your child answers a question correctly, the next question is more challenging. If they answer incorrectly, the next one is easier. These results will provide a more complete picture of what your child knows and is ready to learn—whether it is on, above, or below their grade level.

Since MAP Growth tests provide immediate and accurate information about your child's learning, it's easy for teachers to identify students with similar scores that are generally ready for instruction in similar skills and topics, and then plan instruction accordingly.

MAP Growth reports also provide typical growth data for students who are in the same grade, subject and have the same starting performance level. This school year, students in grades kindergarten through grade two will take tests in math and reading and students in grades three through grade five will take tests in math, reading, and science. The testing windows will be in August/September, December, and April. Following each testing period, your child's teacher will share information with you to let you know how your child is performing academically.

We are truly excited to focus on your child's individual growth and achievement. For more information about MAP Growth, visit [NWEA.org/familytoolkit](http://NWEA.org/familytoolkit).

Sincerely,

  
Tracy M. Hlady



*\*Please keep this information for your reference\**

## Sunray Elementary School

4815 Sunray Drive

Holiday, FL 34690

Phone: (727) 774-9100

Fax: (727) 774-9191

Website: <http://sres.pasco.k12.fl.us>

Facebook: Sunray Elementary School

Twitter: @sunrayexplorers

Email: [sunray@pasco.k12.fl.us](mailto:sunray@pasco.k12.fl.us)

Debra Viggiano  
Principal

Tracy Hlady  
Assistant Principal

Office Hours 8:00 am – 4:30 pm

Faculty Hours 8:35 am – 4:30 pm

Student Hours 9:40 am – 4:08 pm

Free breakfast is available for students each morning during arrival. Arrival begins at 9:30am

### Office Staff

Secretary: Adriana Danwing

Bookkeeper: Joy Phillips

Data Entry: Tammy Bero

Clinic Assistant: Sherri Lienhart

### Student Services Staff

School Counselor: Aimee Andrews

School Nurse: Jessica Chivleatto

School Social Worker: Andy Kinzie

School Psychologist: Marsha Watkins

Guidance Secretary: Kathy Kowal

Compliance Resource: Judy Miller

YFA Counselor: Tara Beckford

**Welcome to Sunray Elementary School!** The information in this document has been prepared to help you become acquainted with the policies and procedures of Sunray Elementary. If you should ever have any questions or concerns, please do not hesitate to call the school. The most up to date information for families on procedures related to Covid-19 can be found on the district webpage [www.pasco.k12.fl.us](http://www.pasco.k12.fl.us).



**NEW! Face Mask Requirement:**

All employees, contractors, visitors, and students MUST wear a mask or other face covering while on school property and/or engaged in school activities. Proper social distancing MUST always be observed to the maximum extent possible. Students, staff, and visitors must remain six (6) feet away from persons that are not members of their household whenever feasible and possible.

**MISSION STATEMENT**

Sunray Elementary School is committed to providing all children with an equitable and excellent education that prepares them for college, career and life.

**GENERAL INFORMATION**

**Absences:** Your child's attendance is extremely important to their success in school. In an effort to enable all children to achieve success and to meet their individual needs, it is very important that students attend school consistently, arrive on-time and are in attendance until the end of the day. There is critical instruction delivered from the beginning of the day until dismissal. Should it be necessary for your child to be absent or tardy, please send a note with him/her upon returning to school stating the reason and date of the absence.

We understand that there are times when appointments need to be made before or after school that will cause your child to arrive late or need to leave early. Signing students out after 3:30 is discouraged.

If you do need to come to the school to pick your child up early. The following procedures must be followed:

1. Only one parent/guardian may enter the front office of the school to sign out the student. The parent/guardian must wear a face covering and present a government issued ID to staff in order to sign out the child.
2. Once ID is confirmed the child may be signed out and the parent will wait for his/her child at the benches.
3. A staff member will escort the student from the classroom to the parent at the bench area.

In addition to absences, all late arrivals and early dismissals are monitored.

**Emergency Contact Information:** Please keep the school informed of any changes in address, telephone number, cell phone, work phone, email address or emergency contacts. You can update your child's information by setting up an account on the Parent Portal

**Personal Property:** Please clearly write in permanent marker your child's first & last name on backpacks, lunch boxes, jackets, etc.



**Insurance:** Student accident insurance is available at a nominal cost. Consult your school insurance form to find the various plans that are available.

**Medications:** All prescription medications should be submitted to the clinic assistant and taken under supervision. No medication will be dispensed unless it is in a prescription bottle showing dosage, prescription number, physician's name, student's name and current date. The parent must complete the school's standard medication form for medication to be dispensed at school. Students are not permitted to bring any medications to school. This includes over the counter cough drops.

**Release of Students:** The safety of your child is of utmost importance to us. Please provide us with the normal method of transportation your child will use coming to school and going home. If this changes, please notify the office in writing. You can email transportation changes to [sunray@pasco.k12.fl.us](mailto:sunray@pasco.k12.fl.us).

**Student Records:** Student Records may be reviewed upon parent request.

**Valuables:** Students should not bring unnecessary money to school as it might get lost. Toys are a distraction at school and should not be brought unless prearranged with the teacher. Phones must be stored in your child's backpack and remain off during the instructional day. Video game devices are not permitted.

**Videotaping/Photographing of Students:** During the year, we have many activities where students may be videotaped or photographed by our staff. If you do not want your child photographed or videotaped, please complete the Media Release Non-Consent form available in the front office.

**Visitors:** Parents are always welcome, but are encouraged to make an appointment to see a teacher, administrator or to visit a classroom. **All campus visitors must show government issued photo identification when they sign in at the office. While on campus, all visitors must wear one of our Sunray Elementary identification stickers.**

**Volunteers:** Parents, grandparents and students are encouraged to participate in the volunteer program. Volunteers are needed to assist teachers with clerical duties and work with students on a one-to-one basis. All volunteers must complete the required online volunteer application every year to become a Pasco County Schools Registered Volunteer. ***At this time, all volunteers need prior approval from administration before visiting campus.***

Please visit <http://www.pasco.k12.fl.us/comm/volunteer/> to fill out a volunteer application.

**Dress & Appearance:** Sunray students will adhere to the district dress code found in the student code of conduct. Shoes or sandals held securely on the feet for protection and safety are required while on the school grounds or aboard school transportation. Students should wear clothing that lets them move and play safely (examples: tennis shoes, shorts, t-shirts) when physical education is scheduled. Pants are to be worn securely at the waist. The principal, or designee, will make the decision if a student's



appearance meets school and community standards. The principal's decision on the appropriateness of dress is final.

A student violation of the dress code will result in the student changing clothes before returning to class. If necessary, the student will contact parents to provide the appropriate clothing.

**Classroom Celebrations:** Classroom celebrations may occur during the school year. Student birthday celebrations will take place during lunch in the cafeteria. Our cafeteria has multiple items available for purchase with advance notice. Contact our cafeteria manager for ordering information. Celebration foods must be purchased through the cafeteria and meet the district's Smart Snack guidelines. Homemade and store-bought items are not permitted.

**Conferences:** Parents are encouraged to conference with staff members concerning their child's educational progress. Since staff members have scheduled meetings and planning periods, please call and make an appointment. This may be done by calling the school office. Staff members will return your call within 24 hours.

**Physical Education:** Physical education is required unless excused by a written statement from the family physician. Our students participate in P.E. or recess each day. For your child's safety, we encourage them to wear tennis shoes or closed toe shoes daily.

**Student Activities:** Student activities may include: Chorus, STEM Club, Safety Patrol, Earth Patrol, News Crew, and Girls/Boys Running Club.

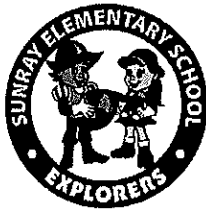
## **TRANSPORTATION**

**Car Riders:** Students brought to school by car may be dropped off beginning at 9:30 am and picked up beginning at 4:08 pm in the car loop. All car riders will need to register for a car loop tag. This can be done any time during the school year by calling the front office at 727-774-9100. Car tags must be hung on the rearview mirror and visible to staff during loading

Students will be dismissed from their classroom when their car arrives on campus. Students will walk to the car loop using the designated sidewalk (media side). Kindergarten students will walk to the car loop with a staff member. Face coverings must be worn throughout dismissal.

Once the student is loaded parents are encouraged to remove their car tag from the rearview mirror and await direction to exit the loop.

**Bicycles:** Students who normally walk to school may also ride a bike. Bike racks are available near the office. Students are required to lock their bikes when they arrive at school, as we cannot be held



responsible in case of theft or damage. Riding a bike to school is a privilege, which may be revoked if procedures are not followed. In addition, please remember that wearing a helmet while riding a bike is the law.

**Walkers:** All walkers must have a tag on their backpack indicating that they are a walker. Parents must have the matching tag in order for students to be released to them.

**Buses:** Buses are provided for transportation of children between home/daycare and school only. District policy states that buses may not be used for personal use (visit a friend's house, sleep-overs, etc.)

Students will be dismissed from the classroom as their bus arrives on campus. Students will walk to the bus loop using the designated bus sidewalk (cafeteria side) and immediately load their bus. Face coverings must be worn at all times.

All bus riders must have a bus tag on their backpack. Tags will be attached on the first day of school. Please do not remove these tags.

Attendance will be taken when loading buses for the first 10 days of school. This process takes additional time and may cause buses to leave the school later than 4:18 pm. We anticipate that buses will leave campus at 4:18 pm after the first 10 days.

Sunray Elementary emphasizes safe bus riding practices. To that extent, we adhere to strict bus interventions when students misbehave while riding the bus. Students who commit serious violations of school bus rules found in the student code of conduct are subject to not only bus expulsion, but suspension from school as well.



**FAMILY INVOLVEMENT POLICY 2020-2021**

Sunray Elementary is committed to providing all children with an equitable and world-class education that prepares them for college, career and life. Sunray Elementary School will provide an educationally rich environment where students are valued, respected, encouraged and guided to reach their full potential. Our pledge to all Sunray families is to involve staff, parents, students and community members in the education of every child. We will strive to develop productive, self-confident and responsible members of our community. Families are encouraged to participate in their child's educational program, which is aligned with the Florida State Standards and Pasco County Expectations.

**HOME AND SCHOOL COMPACT 2020-2021**

Please initial each statement for which you are willing to take responsibility.

**Our family will:**

- Commit to sending our children to school all day, every day.
- Help our children with schoolwork.
- Support our children by attending conferences and school events.
- Teach our children to be safe by following rules at school and on the bus.
- Show respect and follow the District Civility Policy.

**My goal for my child is** \_\_\_\_\_

**As a responsible student, I will:**

- Come to school prepared and ready to learn each day.
- Follow rules at school and the bus.
- Show respect and get along with others.
- Actively participate in my classes.

**My Goal for the 2020-2021 school year is** \_\_\_\_\_

**As a teacher, I will:**

- Provide quality instruction and meaningful activities to my students.
- Provide a safe and engaging environment that helps all children reach their highest potential.
- Work with families to help them become partners in their child's education:
- Show respect to students and families.

**As the Principal and Assistant Principal, We will:**

- Provide a safe and positive environment that supports open communication between families, students and teachers.
- Ensure that all students are receiving quality instruction.
- Show respect to students, families and staff.

Signature: Debra Viggiano / Tracy Hlady Parent signature Date: 8-24-20