

WELCOME TO
HARTSFIELD ELEMENTARY
KINDERGARTEN
REGISTRATION

“It’s round up time!”



Hartsfield Elementary



Mission / Vision Statement

Hartsfield Elementary is a diverse School Family that embraces change.

We are committed to providing a rigorous and equitable educational experience. It is our responsibility to produce students who are agents for their learning and are safe to grow academically, socially, and emotionally.

To this end, we seek to facilitate an inquiry-based instructional delivery model that encourages collaboration and problem-solving. We promote international mindedness by developing the ability to connect with others in the interest of acting with compassion and serving the global community.

MEET OUR ADMINISTRATION TEAM!

Bomani Mustapha
Dean
Email:

mustaphab@leonschools.net



Lisa Thompson
Assistant Principal
Email:

thompsonl4@leonschools.net

Dr. Rhonda Blackwell-Flanagan
Principal

Email: FlanaganR@leonschools.net

MEET OUR KINDERGARTEN TEAM!



From left to right: Ms. Dyer, Ms. Crimbley, Ms. Perkins



ABOUT OUR KG LEADERS



Welcome to the Hartsfield Family! This is my 9th year of teaching Kindergarten! I am a Georgia native. I received my bachelor's degree from Valdosta State University. Educating children is truly one of my life's passions. When I am not teaching, I enjoy traveling, serving in community events, and spending time with friends and family! I am looking forward to having your child be a part of our school family!



I am a Florida A&M University graduate with 20 years of teaching experience. My experience includes working in childcare centers with kid's age 6 wks. - 12 years old. I've been an assistant director for 4 years and hold my director's certification as well. I've worked at public, private and magnet schools all teaching Pre-Kindergarten students I enjoy building a fun, loving foundation for students' education. This will mark my 7th year at Hartsfield and my second-year teaching Kindergarten, and I am super excited to get this opportunity to teach your child this year. I enjoy crafting, traveling, going to the beach, and spending time with family and friends.



I am so excited to continue to teach Kindergarten. This is my 20th year teaching. I attended Florida Agricultural and Mechanical University where I earned a bachelor's degree in Pre-K Primary Education (Early Childhood). I attended Florida State University where I earned my master's degree in Early Childhood Education; I studied Educational Leadership and Policy Studies towards a Specialist Degree. My teaching experience includes, working in early education centers as an infant, toddler, Pre-K, and VPK teacher. I have served as Co-Director of an early education center for 9 years. This is my 5th year teaching at Hartsfield Elementary School and my 10th year teaching in Leon County. I have a son going to 4th grade. I enjoy being outdoors, traveling, spending time with my family.



REGISTERING FOR KINDERGARTEN

REGISTER ONLINE THROUGH PARENT PORTAL

Has your child **EVER** been in a **LEON COUNTY SCHOOL** or screened for Pre-K services?

If you said **YES** – Email focushelp@leonschools.net with your name, email, student’s name and date of birth with subject “enrollment” before continuing. If you answered yet but you do not have a portal account, complete **STEP 1** and wait until we contact you with student information and directions to add the student once you have created your account.

STEP 1:NO PORTAL ACCOUNT – CREATE ONE

If you have another student in LCS please log on to your active parent portal account to apply for enrollment for a new student. Parents must have a portal account to access the Online Application. If you do not have a parent portal account, visit Parent Portal Instructions on the LCS parent portal page to view instructions for creating an account.

Then follow directions below to complete the enrollment process.

Parent Portal Resources

- HOW TO UPDATE YOUR PARENT CONTACT INFORMATION IN FOCUS
Beginning WEDNESDAY March 18th parents with portal accounts will be able to update THEIR contact information in the web portal on FOCUS. Do not use the app - login into a browser using Google Chrome or Firefox.
- NEW FOCUS PARENT PORTAL INTERFACE 3/18/20!!
- PARENT PORTAL INSTRUCTIONS: HOW TO UPDATE STUDENT HEALTH AND OTHER INFORMATION
- HELP DESK - PARENT PORTAL ACCT INSTRUCTIONS
- HELP DESK - PARENT VIEW OF FOCUS PORTAL



PARENT PORTAL

STEP 2: If you said YES – and you already have a Parent Portal Account you need to ENROLL A NEW STUDENT

PLEASE NOTE:

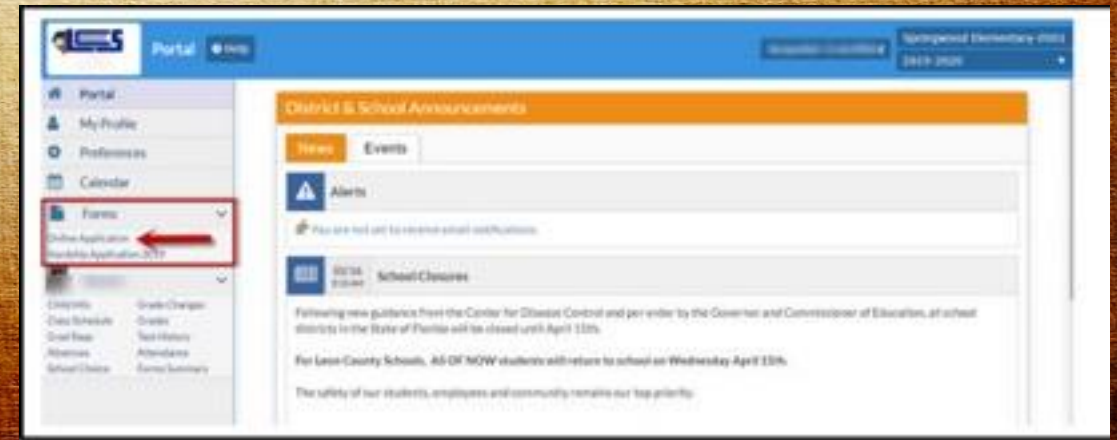
- **IF you registered for school choice for 2020-2021 you do NOT need to enroll your child again.**
- **IF your child is currently in Pre-K or has been screened for Pre-K – you do NOT need to enroll your child again.**

A) Log in to your active Parent Portal account.

<https://leon.focusschoolsoftware.com/focus/index.php?skipSSO>

B) From the Portal Home Page Select Online Application from the Forms menu.

The process will add the child to your active portal account.



C) Select the Application for New Students tab.

Enter the child's name and birthdate and click Begin Application.

The Application Page will appear.

Please Note:

- The application is several pages. Do not submit the application until all pages are **complete**.
- You may Save and Continue the application later, but remember to select the Continue Application tab when returning to the application. **Do not begin a new application.**
- The required fields (marked with an asterisk) must be completed.
- Please include the child's full name as it appears on the birth certificate.
- Remember to add yourself as a contact on the New Contact page. Mark Custody, Emergency, Pickup (if applicable)
- Mark at least one Ethnicity as Yes. Complete all pages of the application. Please note that some pages will require you to Select the **Save** button to record the information on the page.

Application for New Students Continue Application

All fields marked with an asterisk (*) are required.

Student's First Name*

Student's Last Name*

Student's Birthdate*

Language* English [EN] ▼

Form Type* Online Application ▼

Begin Application

Apply for Enrollment Online Application Page 1 of 11

Welcome to the Leos County Schools Online Registration

Please take care when entering the information you provide as we will read the data exactly as it is entered. Use full legal names, first, middle and last for your student. Complete each tab. Every item in this registration is required to Florida, District and/or Florida Administrative Code.

Once our complete registration has been submitted, you will receive an email alert regarding any additional information that needs to be submitted. Please ensure that the email address you identify in your contact information is one that you can reliably receive email. Please check your junk or spam folders and add your County Schools to your approved recipient list.

Please complete registration using the following browsers: Chrome, Firefox, or Safari. Do not use Internet Explorer.

Note: Required fields are marked with an asterisk (*). On each page, you will not be able to continue with the registration until all the required fields are completed.

After completing each page, select the Next Page button at the bottom of the page to continue to the next section of the registration. If you need to return to a previous section of the registration, use the Previous Page button at the bottom of each page.

You can use the Save and Continue Later button to save your registration. You can then log out and return to complete the registration at a later time. When you return to the registration site, use the "Returning or Returning Student Saved Registration" tab on the registration page to log in. Enter the username and password you used to create the registration to log in and return to your saved registration.

Once you have completed the entire registration and are ready to submit it, select Submit and Finish Application on the final page of the registration.

Previous Page Save and Continue Later

Please be aware that registration that is not complete or not submitted and finalized as shown below will not be reviewed or considered within a timeline. School Counselors will not consider special applications for new students who have an incomplete registration.

The following is a list of documents that you must or may need to provide:

- Copy of birth certificate
- Copy of Social Security Card
- Copy of immunization record (Form #302 signed by a doctor)
- School Entry Health Exam Form (must be signed by a doctor)
- Copy of report card (current and prior year)
- Copy of Special Education Records (current and/or year). If no baseline record is available, please provide a letter from the Bureau of Learning and Instruction.
- Copy of Florida Assessment scores or Standard Achievement Test Scores (current and previous year) (do not attach to Kindergarten application)
- Copy of Florida Assessment scores or Standard Achievement Test Scores (current and prior year)
- Copy of middle school transcript (grades 6-8)
- Copy of high school transcript (grades 9-12)
- Copy of home education completion letter from your local school district (if applicable)

Next Page Save and Continue Later

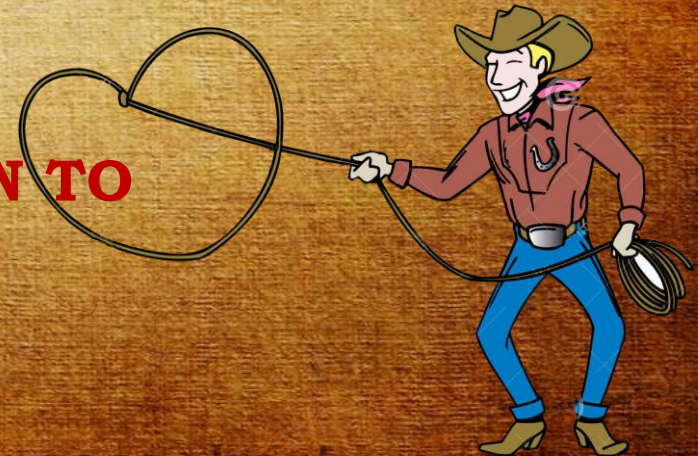
DOCUMENT CHECKLIST

After you have registered your child online you need to provide a copy of the following documentation:

- 2 Proofs of Residency (one of these must be a lease or mortgage; the other form can be a utility bill, cell phone bill, etc.)
- Copy of Certified Birth Certificate
- Proof of Identification (Proof of Guardianship) Drivers License, photo ID (parent's name on birth certificate must match the photo ID)
- Shot Record: Updated Immunizations
- Current Physical

PLEASE SUBMIT ALL DOCUMENTATION TO
Lcsregistration@leonschools.net

****Please only send documents if you have EVERYTHING.
Anything with missing paperwork will not be collected**.**



WE ARE A CONCIOUS DISCIPLINE SCHOOL!

“Conscious Discipline is a comprehensive classroom management and social emotional program that creates learning environments where children will know, “Yes, I am safe,” and “Yes, I am loved.” From this foundation of safety and caring, children will begin learning how to solve conflicts, manage their emotions, and take responsibility for their actions”.

- Dr. Becky Baily



Traditional Discipline	vs	Conscious Discipline®
First Warning		Choice to Be Helpful 
Second Warning		Choice of Safe Place 
Loss of Privilege		Behavior Plan Increase safety, connection and problem-solving 
Call to Parents		Logical Consequences 

ConsciousDiscipline.com

WE ARE AN I.B. CANDIDATE SCHOOL!

What is the Primary Years Programme?

The Primary Years Programme (PYP) is a curriculum framework for young learners aged 3-12 designed by the International Baccalaureate (IB). Founded on a philosophy that recognizes a child's natural curiosity, creativity and ability to reflect, the PYP generates a stimulating, challenging learning environment to nurture those assets and foster a lifelong love of learning in every child.

The PYP, like all IB programmes, is transdisciplinary, meaning students learn across subject areas while investigating big ideas.

**HARTSFIELD ELEMENTARY
IS OFFICIALLY AN**

**INTERNATIONAL BACCALAUREATE[®]
PRIMARY YEARS PROGRAMME
CANDIDATE SCHOOL***

*This school is pursuing authorization as an IB World School. IB World Schools share a common philosophy– a commitment to high-quality, challenging, international education– that we believe is important for our students. Only schools authorized by the IB Organization can offer any of its four academic programmes: the Primary Years Programme (PYP), the Middle Years Programme (MYP), the Diploma Programme (DP), or the Career-related Programme (CP). Candidate status gives no guarantee that authorization will be granted.



GOALS & STANDARDS



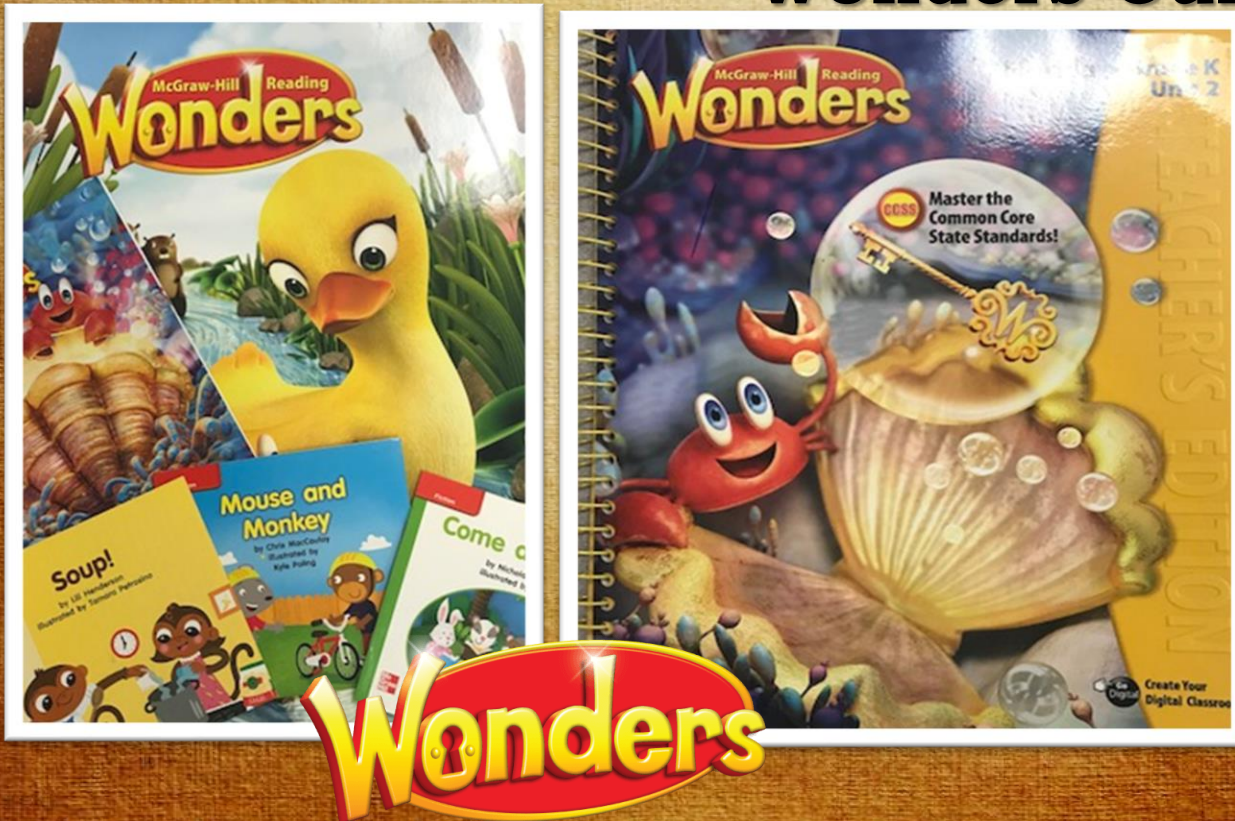
All incoming Kindergarten students are assessed upon entering Kindergarten in order to ascertain individual and group learning needs within the areas of basic skills, school readiness, oral language, print and letter knowledge, and phonological awareness.

Starting in the 2021-2022 school year Florida will be implementing the BEST Standards (Benchmarks for Excellent Student Thinking). The standards outline what students in each grade should be able to do by the end of the school year. They form the basis for the curriculum (the lessons we teach and practice assignments students complete). School and state assessments are designed to document students' mastery of the standards.

www.cpalms.org

CURRICULUM:

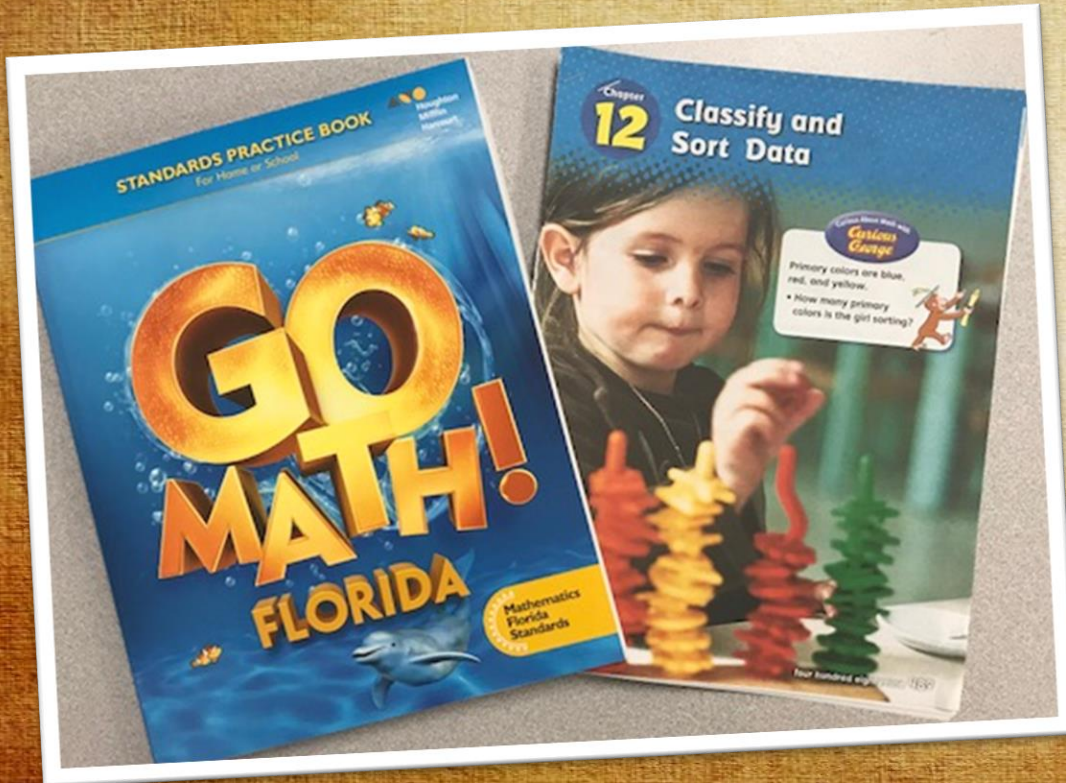
English Language Arts Wonders Curriculum



- Whole Group Reading
- Small Group Differentiated Instruction
- Whole Group Language Arts

CURRICULUM:

GO MATH!



- Math: Cooperative Learning
- Represent, Count and Write Numbers 0 to 5
 - Compare Numbers to 5
 - Represent, Count Numbers 6 to 9
- Represent and Compare Numbers to 10
- Subtraction, and Addition: Numbers to 10
 - Represent, Count and Write 11 to 19
- Represent, Count and Write 20 and Beyond
- Identify and Describe Two-Dimensional and Three-Dimensional Shapes
 - Measurement
- Classify and Sort Data

CURRICULUM:

paper-backgrounds.com

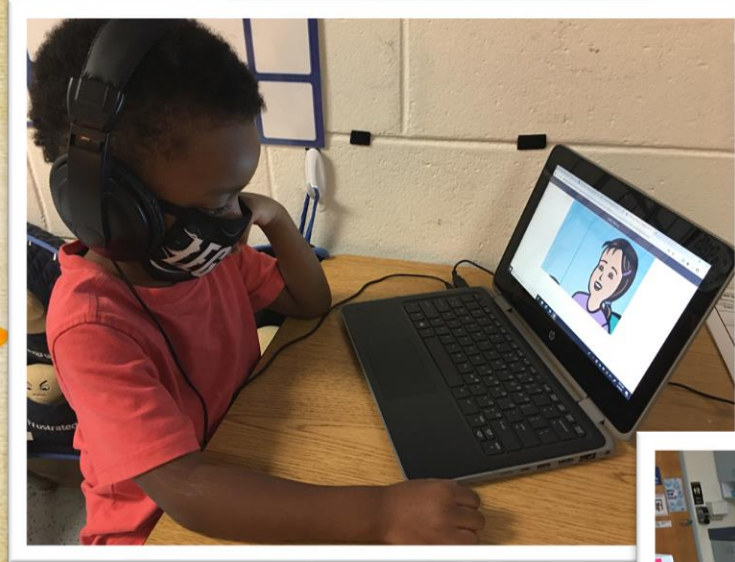
Technology



**McGraw-Hill
ConnectED**



**Think
Central**



paper-backgrounds.com

CURRICULUM:

Science & Social Studies



Engage and Explore:

Science Skills with Inquiry centers – observe, compare, measure , and sort.
Science Tools – hand lens, thermometer, measuring cup, balance , and ruler



Social Studies

- Civics and Government
 - American History
 - Geography
 - Economics

AFTERSCHOOL PROGRAM

Extended Day Enrichment Program (EDEP)

During the school year, we offer on-site before-school and after-school care. The program is available to all of our enrolled students Kindergarten through 5th grade. The students are given the opportunity to do their homework as well as participate in exciting enrichment activities. EDEP accepts Early Learning Coalition payments.



Extended Day Enrichment Program (EDEP)

- **Program Hours: 2:50pm – 6:00pm Monday through Friday**
- **Before School Care: EDEP offers before school care from 7am – 8am**
- **Available to all students enrolled in Kindergarten through 5th Grade**
- **ALL Students must have an updated completed registration form**
- **There is NO registration fee & slots are first come first serve basis**
- **EDEP offers a variety of activities including crafts, drama, music, Animal Tales & Revolutionary Expressions**
- **Fees: Based on (10) 18 day cycles (accepts checks, money orders, or online payments)**
 - **Afterschool fees: \$150**
 - **Before School: \$50**
 - **Afterschool drop in fees \$12 per day**
 - **Before school drop ins: \$5 per day**
 - **Multi-program discount: \$180**

Extended Day Enrichment Program (EDEP)



**Gingerbread House
Competition**



Obstacle Courses



**Holiday Cookie
Decorating**

SUPPLY LIST 2020-2021



- 2 one-inch binders with clear pocket on front
 - 1 backpack, no wheels
 - 2 pronged plastic folders
 - 1 pencil box – plastic
- 1 pack of clear sheet covers
 - 2 packages of pencils
 - 2 packs of erasers
- 2 packages of dry erase markers
 - 2 packages of 24 crayons
- 1 pair of child sized scissors
- 1 pack of assorted Play-Doh
- 2 packages of 4 or more glue sticks
 - 2 boxes of Kleenex tissue
- 1 box of large and 1 box small Ziploc baggie



FAQ's



❖ Do students have snack?

Yes, students can bring their own snacks to have during snack time between lunch and recess.

❖ When does school start?

Drop off no earlier than 7:45 but school starts at 8:15. Staff is outside monitoring the school entrance to be sure the child goes to the cafeteria before class time starts.

❖ How do I pick up my child from school?

Car pick up, parent walk up or bus transportation unless they are attending EDEP

❖ Do we have homework administered?

Beginning of the week Monday and returned on Friday

❖ How do you utilize classroom behavior?

We utilize the school wide behavior plan and Conscious Discipline strategies and methods and each teacher has behavior management plans in place.

❖ How big is the classroom size?

Between 17 – 20 students.

FAQ's



❖ Will my child have recess?

- Morning recess after breakfast and also after lunch time for 20 minutes.

❖ When does my child have lunch?

- Normally between the hours of 11 and 11:30am.

❖ Who can pick up my child from school?

- To allow someone other than the child's legal parents/guardians eligibility to pick up you need to add a new contact to your Parent Portal account and click the permission to Pick Up button. For security reasons, ANYONE picking up a child even a parent must be ready to show a photo ID upon entering the main office.

❖ How do we communicate with the teachers?

- Remind, Email, and through phone calls.

❖ How will my child be graded?

- No grades first 9 weeks of school. We do teacher observations and diagnostic tests. After the first 9 weeks students will be graded on a letter grade scale of A – C, or N (Needs Improvement)

**THANK YOU FOR
VIRTUALLY JOINING US!
WE LOOK FORWARD TO
SEEING YOU NEXT SCHOOL
YEAR!**

