



Mill Creek Academy  
Media Center Permission Form  
2018-2019

Name of Student: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Parent's Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

Classroom Teacher: \_\_\_\_\_ Student's Birthday: \_\_\_\_\_

I will be responsible for books and materials that my child checks out from the media center at Mill Creek Academy. My student will be charged for damages to books or materials or charged for the replacement cost if the books or materials are damaged beyond use or lost.

Parent Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_



STUDENT MEDIA RELEASE FORM  
DIGITAL AND PRINT MEDIA

Mill Creek Academy has a proud tradition of celebrating student accomplishment by sharing them with our community. For us to do so, we periodically submit press releases which include students' names and photographs to the local media or post such information on our school website or at school. Our intent is to be informative and recognize our student's achievements. We understand, however, that concerns may arrive in regards to a student's right to privacy.

**Please check one choice below:**

- I/We AGREE TO GRANT permission for my child's name and/or photo/image to be published on the school and/or districts website or local print media for recognition purposes.
  
- I/We DO NOT GRANT permission for my child's name and/or photo/image to be published on the school and/or districts website or local print media for recognition purposes.

*If you checked DO NOT GRANT, please check here if this includes the YEARBOOK.*  Initial

Parent Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

# Student Acceptable Use Procedures (AUP) Form and Student Bring Your Own Device (BYOD) Form

(Applies to students or visitors who wish to use the District's digital network)

**(Optional:** Applies to students or visitors who wish to Bring their own personal device in schools/offices)

## ***Student or Visitor User (Applies to Student and Visitors)***

I have read and agree to follow the St. Johns County School District's Acceptable Use Procedures for Students and Visitors.

Student/Visitor Name: \_\_\_\_\_ (please print)

School or Visitor Affiliation: \_\_\_\_\_ (school name)

Student/Visitor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## ***Parent/Guardian Permission***

***(Required for Students to operate or access the District's digital network)***

As the parent or guardian of this student, I have read, understand, and agree to the School District Acceptable Use Procedures for Students and Visitors for use of the District's Digital Network and the Internet. I give permission for my child to use the District's Digital Network in accordance with the Acceptable Use Procedures.

Parent/Guardian's name: \_\_\_\_\_ (please print)

Parent/Guardian's signature: \_\_\_\_\_ Date: \_\_\_\_\_

## ***(Optional) Student or Visitor Bring Your Own Device (BYOD)***

***(Required for Students or visitors to operate personally owned technology devices in school)***

As a student or visitor, I wish to bring my personal electronic device(s) to School or on District premises. I understand that responsibility for the care and use of this device belongs solely to me.

Requested Student Device(s): \_\_\_\_\_ (If applicable)

*(Computer or mobile device make/model that can access the District network) (Excludes: Smartphones/cell phones)*

## ***School Administrator's Approval (School Designee)***

The administrator verifies the user and approves their access to the St. Johns County School District Digital Network. Approval is also granted to use a personal electronic device, noted below (if applicable).

School Administrator's name/position: \_\_\_\_\_ (please print)

Administrator's signature: \_\_\_\_\_ Date: \_\_\_\_\_

**ST. JOHNS COUNTY SCHOOL DISTRICT  
Release of Student Directory Information Options**

In conjunction with Section 7, Paragraph 3: Education Records – Directory Information and School Board Rule 5.20, this section provides the parent or adult student the opportunity to opt-out of the release of Student Directory Information. Parents should check the box(es) below that apply to opt-out of the release or publication of Student Directory Information:

1. I request that Student Directory Information not be released to Armed Forces, Military Recruiters or Military Schools.

Federal public law 107-110, Section 9528 or the ESEA, “No Child Left Behind Act”, requires school districts to release student names, addresses, and phone numbers to military recruiters upon request. The law also requires school districts to notify you of your right to Opt-Out from this by requesting that the district not release your information to military recruiters.

**And/or**

2. I request that Student Directory Information not be released to the school’s PTO like organization (if applicable). Many schools have a PTO support organization. PTO’s typically create and distribute a PTO directory that includes the student’s/parent’s name, address and phone number. Once released, this PTO directory is generally considered public.

**Or**

3. I request that **NO** Student Directory Information, including photographs and video (as outlined in Section 7 of the Student Code of Conduct) be released. **This option would prevent Student Directory Information from being published (in yearbooks, school newspapers, school websites, etc.) or released to 3<sup>rd</sup> parties (i.e. PTO’s, Armed Forces, Military Recruiters, Military Schools, approved school ring or yearbook vendors, etc.)** by schools or District departments except where required by law, and except for photographs or video taken or other Directory Information presented at a public forum, public event, or open house.

**If any parent/guardian or adult student exercises any opt-out option(s) above (by checking any box), this form must be signed by the parent or adult student and returned to the school.**

\_\_\_\_\_  
Printed Parent or Adult Student’s Name

\_\_\_\_\_  
Parent or Adult Student Signature

\_\_\_\_\_  
Print Student’s Name

\_\_\_\_\_  
School Name

\_\_\_\_\_  
Grade

Date: \_\_\_\_\_

**St. Johns County School District  
2018-2019 STUDENT CONDUCT CODE**

**Parent/Student Acknowledgment  
Student's Rules and Regulations of Operation**

Your signature means that you have received this Code of Student Conduct booklet and you know what the rules are.

Student Name (please print)	Date of Birth
Teacher	Grade

Students, parents/guardians, teachers, counselors, administrators, and office staffs all have important roles to play in our schools. With so many people working together, problems may occur from time to time. Rules have been made to address these problems. Like laws, rules apply to everyone, and they work only when everyone knows what they are.

This booklet lists the District rules for students in St. Johns County. The rules apply to all activities occurring on school grounds, on other sites being used for school activities and for any vehicles authorized for the transporting of students. Please read them. Since parents/guardians can be held responsible for the actions of their children, it is important that they are aware of the rules and consequences if the rules are broken. Parents, students, school faculty and staff need to know the rules.

Parents need to become involved in the education of their children and have the responsibility to provide the school with the current emergency contact person and/or telephone numbers. They also have the responsibility to notify the school of anything (such as medical information) that may affect their child's ability to learn, to attend school regularly, or to take part in school activities. As a parent, you also authorize designated St. Johns County School District personnel and St. Johns County Health Department School Health personnel to provide emergency care for your child and to exchange medical information as necessary to support the continuity of care of your child. Parents should also take special notice of the Attendance section of this Booklet as well as the Suspension and Expulsion provisions, which are in accordance with School Board Rule.

Signed forms must be part of every student's record. Your signature means that you have read this booklet and understand the rules. (It does not mean that you agree or disagree with them.)

**All forms must be signed by parent/guardian and student and returned to school.**

Parent/Guardian Signature	Date
Parent/Guardian Signature	Date
Student Signature	Date





**Mill Creek Academy**  
**A.M. Drop off Procedures**

**8:05 a.m.** - Student drop off begins:

**8:10 a.m.** - For the safety of our students, children are not allowed in the building prior to 8:10 a.m. (Students in morning care are to be accompanied to the program by an adult.)

**8:30 a.m.** – Learning begins. Students arriving after this time are considered tardy and must obtain a tardy slip from the front office. **Please make every effort to be on time!**

**Guidelines for A.M. Drop off Procedures:**

·Always follow the directions of an adult or safety patrol that are standing outside during this time.

·Students may not get out of the vehicle without a MCA staff member present.

·Please make sure your child does not exit the vehicle until you have stopped at a cone.

·Please have your child ready to exit the vehicle (if you need to write any notes or have any last minute things, please pull in to the lot to park-this way we can keep the traffic flowing).

-6<sup>th</sup> Grade Students will enter through the bus door and follow the 400 hall out back to their classrooms.

St. Johns County Campus' are Smoke Free

Please do not smoke in your car while dropping your child off.

For the safety of everyone, Please do not use your cell phone while in line dropping your child off.



## Mill Creek Academy P.M. Pick-Up Procedures

Dismissal starts at 2:50 pm on Monday, Tuesday, Thursday, and Friday. Dismissal on Wednesday is at 1:50 pm.

Enter using the "Main Entrance" to the school. Please follow the directions given by the traffic coordinators and safety patrols.

Please have "pick-up" card placed on dashboard so it is visible to MCA staff members. Student's first and last name should be written in bold.

Cars are placed at cones from 1 through cone 10. Please make sure you follow safety patrol and MCA staff direction and proceed to the correct cone. Your student will be at that cone waiting for you.

In order to facilitate a safe and timely dismissal, please note the following:

- Always be aware of where the children are standing along the sidewalk while pulling through parent pick-up.
- 6<sup>th</sup> grade students will be exiting from the 400 hall through the bus doors.
- Do Not park your car and walk up to the sidewalk to pick up your child. Remain in your car. In addition to safety concerns, this disrupts the flow of parent pick up. If you have a meeting with the teacher, please arrange ahead of time to pick up your child in the office at the end of the day. Remember to always bring your photo ID (driver's license) when you enter the school building.
- Please be aware – during inclement weather, the number of parents picking up their children increases.

Extended Day Students will not be released before 3:30 pm.

Daily pick-up changes have to be made prior to 2:30 pm on Monday, Tuesday, Thursday, and Friday; 1:30 pm on Wednesday. Changes need to be in writing and emailed to transportation at [mcatransportation@stjohns.k12.fl.us](mailto:mcatransportation@stjohns.k12.fl.us).

St. Johns County Campus' are Smoke Free.

Please do not smoke in your car while waiting in the pick-up line.

For the safety of everyone,

Please do not use your cell phone while in the parent pick-up line.

## LEADING THE CHARGE OF LIFELONG LEARNING

Amanda Riedl, Principal  
Ashley McCormick, Assistant Principal  
Stacy Stackhouse, Assistant Principal



August 2018

Dear Parent,

This letter is to inform you that there are several students in our school with severe nut food allergies. It is important that they strictly avoid this food in order to prevent life-threatening allergic reactions that require emergency medical treatment. To reduce the chance of this occurring, we are taking steps to provide them with a school environment that is as safe as possible. Those steps are as follows:

- Each of their classrooms will be designated as Nut Free, which means no nuts or products containing nuts will be allowed in those classrooms.
- There will be a designated Nut Free table in the café. This table will be available for any student with a nut free lunch, however, preference will be given to those students with a nut allergy.

Things you can do to help the school be Nut Aware:

- Inform yourself about the dangers of food allergies, especially peanut and tree nut. The Food Allergy Research & Education organization (FARE) has a great website. [www.foodallergy.org](http://www.foodallergy.org)
- If your child has eaten any nut butter before coming to school, please be sure your child's hands and face have been thoroughly washed before entering the school. It is important that nut residue is not on a child's hands when they handle common school books and equipment.
- Avoid sending nut products to school when possible. Minimizing the amount of nuts in the school environment will decrease the risk of exposure. **All treats must be store bought and approved by the school nurse.**

We understand that avoiding nuts can be difficult; we have provided a list of approved snacks on the back of this letter. This is not a comprehensive list and these snacks change frequently. If unsure about a particular food item, please email

Thank you so much for your prompt attention to this very important matter.

Sincerely,

Amanda L. Riedl, Principal

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3750 International Golf Pkwy  
St. Augustine, FL 32092  
(904) 547-3720  
[www-mca.stjohns.k12.fl.us](http://www-mca.stjohns.k12.fl.us)

The learning community of Mill Creek will ensure that all achieve their fullest potential through challenging, purposeful learning opportunities; where learning is the only option.



## LEADING THE CHARGE OF LIFELONG LEARNING

Amanda Riedl, Principal  
Ashley McCormick, Assistant Principal  
Stacy Stackhouse, Assistant Principal



August 2018

**Warning:** Never rely upon this list as a sole resource for protecting a child with food allergies. Always read the label before purchasing a product because manufacturers may change their ingredients and processes at any time. Please refer to this link for an updated list at [snacksafely.com/safe-snack-guide/](http://snacksafely.com/safe-snack-guide/)

### Fruits and Vegetables

- Apples
- Bananas
- Baby Carrots
- Oranges
- Watermelon
- Cucumber
- Bell Peppers
- Grapes
- Strawberries
- Peaches
- Plums
- Blueberries
- Raspberries
- Cherries
- Cantaloupe

### Special Occasion Treats

- Nabisco Oreos – Original in blue packaging
- Keebler Vanilla Wafer
- Hershey Kisses – Plain
- Kraft Marshmallows
- Dum Dum Suckers
- Willy Wonka Candies
- Tootsie Rolls

### Snack Crackers and

#### Other Options

- Wheat Thins
- Triscuits
- Cereals – Such as Shredded Wheat, Apple Jacks, Fruit Loops, Kix.
- Gogo Squeeze Applesauce
- Sun Maid Raisins – Not the yogurt or chocolate covered ones
- Nutri-Grain Cereal Bars
- Pepperidge Farms Goldfish – Cheddar only
- Delmonte Fruit Cups
- Kraft String Cheese
- Kraft Sliced Cheese
- Kraft Cheese Cubes
- Yogurt – Yoplait

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## Procedure for School Access 2018/2019

As required by Florida state law, everyone MUST have a cleared background check to go past the front office at Mill Creek Academy.

Picture ID (driver's license) is also required to enter the building at all times.

You MUST have a background check and be cleared to volunteer at the school, attend any conferences, attend field trips, and to have lunch with your child.

So, now is the time to go ahead and apply for school access! Please make sure all spouses, grandparents, siblings over the age of 18, etc. who may visit the school are also approved to enter the building.

**The school access application is on-line at the Mill Creek website:**

**[www-mce.stjohns.k12.fl.us](http://www-mce.stjohns.k12.fl.us)**

**On the right side of the front-page click on parent information - then click school access information. Make sure to designate Mill Creek Academy so we receive the application. Enter your information and finish by clicking submit.**

You will be contacted via email should you choose to include it in the application when you have been cleared. The cleared application is good for 3 years and can be updated in the front office or renewed at any time.

**At no time should you have to resubmit another application.**

If you have any questions or need further assistance, please contact the school  
at

904-547-3720

Thank you!

Mill Creek Academy

# Mill Creek Academy ABSENTEE FORM



\_\_\_\_\_  
(Student name – please print)

\_\_\_\_\_  
(Teacher)

was absent on \_\_\_\_\_ because

[ date(s) ]

\_\_\_\_\_  
(please explain)

\_\_\_\_\_  
(Parent/Guardian name – please print)

\_\_\_\_\_  
(Parent/Guardian signature)

\_\_\_\_\_  
(Today's date)

Any student who has been absent from school is to submit a MCA Absentee Form the day he/she returns to school. Absentee forms can be submitted digitally by going to our website and clicking on "Absentee Form." You can attach a doctor's note using the upload feature. You will receive email confirmation of your submission.

Absentee forms are also available in a printable format (this form) and can be completed and sent in with your student. If you have a note from a doctor, please send it in along with the Absentee Form.

Please use one form to indicate all dates of a consecutive absence as well as the cause of the absence. If your student has been out 3 (three) or more days, you will also need to provide a note from a physician.

This note must be turned in to the front office the day the student returns to school.

If your student has been out three (3) or more consecutive days, a note from the doctor is also required.



**Tim Forson**  
Superintendent of Schools

40 Orange Street  
St. Augustine, Florida 32084  
(904) 547-7500  
[www.stjohns.k12.fl.us](http://www.stjohns.k12.fl.us)

August 10, 2018

**SCHOOL BOARD**

**Beverly Slough**  
District 1

**Tommy Allen**  
District 2

**Bill Mignon**  
District 3

**Kelly Barrera**  
District 4

**Patrick Canan**  
District 5

Dear Middle/High School Parent or Guardian,

Welcome to the 2018-2019 school year! I hope you had a wonderful summer. I am writing not only to welcome you to the new school year, but also to remind you of Program of Choice opportunities as well as resources available on the district website.

Programs of choice include career academies, advanced academic programs, virtual school options, Junior Reserve Officers Training Corps and the arts. For most programs, the application process will start January 18, 2019 and end February 8, 2019 for the 2018-2019 school year. More information is available at <https://academies.stjohns.k12.fl.us/programs/>. It is never too early to begin consideration of your child's future educational goals.

Part-time virtual school options are available either during the regular school day or after school and in the summer. After school begins, requests for part-time virtual courses taken within the regular school day will be addressed through the normal drop/add policy of a school with the principal having final authority for all schedule changes. All virtual course requests must be approved by a guidance counselor. The next open enrollment periods to apply for St. Johns Virtual School as a full-time student are November 16, 2018 - January 4, 2019, and in the spring, April 12, 2019 to July 11, 2019. To learn about all virtual options, please go to <http://www.sjvs.stjohns.k12.fl.us> or call 904-547-8080.

Regular high school graduation requirements now include the successful completion of one high school level online course. There are three ways to meet this requirement: An online course (virtual), a blended course, or earn industry certification in information technology as identified by the state. St. Johns Virtual School and FLVS provide online courses. Blended courses provide instruction delivered by both online/digital resources and the classroom teacher. Check with your school regarding blended course opportunities. Students achieve industry certification by earning a passing score on an industry certification assessment. Students may pursue industry certification by taking information technology courses at their school, which include administration of the assessment, or independent of school based coursework by scheduling for the assessment via the guidance department at their school.

In addition to programs of choice and virtual courses, all St. Johns County schools offer Academically Challenging Curriculum to Enhance Learning (ACCEL) options, which looks different at each level. Options include but are not limited to:

- Middle – high school courses in middle school; virtual instruction in a higher grade-level course; qualifying students may even participate at no cost to them in Dual Enrollment with St. Johns River State College. ACCEL options do not supersede the core course requirements for promotion to high school (three English language arts, three math, three science, and three social studies) but courses taken in middle school may earn high school credit
- High – college credit via Advanced Placement (AP), Advanced International Certificate of Education or International Baccalaureate exams; Dual Enrollment courses

*The St. Johns County School District will inspire good character and a passion for lifelong learning in all students, creating educated and caring contributors to the world.*

- Qualifying students participate at no charge for St. Johns River State College courses that meet high school graduation requirements and also earn college credit at the same time. Students may also receive high school credit by passing the state End-of-Course (EOC) assessments for selected courses; virtual instruction in advanced courses; early graduation; earn college credit by passing the College Level Examination Program (CLEP) assessment for a college course or an AP exam without actually being enrolled in the course

As you consider an academic path keep in mind that there are several diploma options. Designations are dependent upon a student's course of study. Details regarding the criteria for each option and graduation requirements by cohort year are available at <http://www.fldoe.org/academics/graduation-requirements>.

Your planning should also include post-high school goals. After high school, your child may qualify for the Florida Bright Futures Scholarship Program. To find out how your child can qualify for a Bright Futures Scholarship go to <http://www.floridastudentfinancialaid.org/SSFAD/bf/>.

Admission into Florida's State University System is competitive so prospective students should complete a rigorous curriculum in middle and high school. Eligibility requirements are available at <http://www.flbog.edu/forstudents/planning/>.

The Florida College System includes 28 state colleges. These institutions offer career-related certificates and two-year associate degrees that prepare students to transfer to a bachelor's degree program or to enter jobs requiring specific skills. More information is available at <http://www.fldoe.org/schools/higher-ed/fl-college-system/index.shtml>.

Florida also offers students 46 accredited career and technical centers throughout the state, which provide the education and certification necessary to work in a particular career or technical field. More information is available at <http://www.fldoe.org/academics/career-adult-edu/>.

This is a great deal of information to consider, so as you plan one of the first places you may wish to visit is the district Parent Resource Guide, <http://www.stjohns.k12.fl.us/families/resource/>, and the Student Progression Plan, <http://www.stjohns.k12.fl.us/cs/spp/>. These user-friendly tools may promote a better understanding of the options open to your student. In addition, you can access district approved instructional materials at <http://www.stjohns.k12.fl.us/media/approved-instructional-materials/>.

I am proud that our schools offer so many academic choices for our students. Regardless of whether a student wishes to attend university, join the military, go directly into a career after high school or some combination of these options, St. Johns County School District has programs to support those goals. With so many good options to consider, I hope that you will work with your school's guidance department to develop the best learning path for your child.

Thank you for your consideration of this information and my best wishes to you and your family for an outstanding school year!

Sincerely,

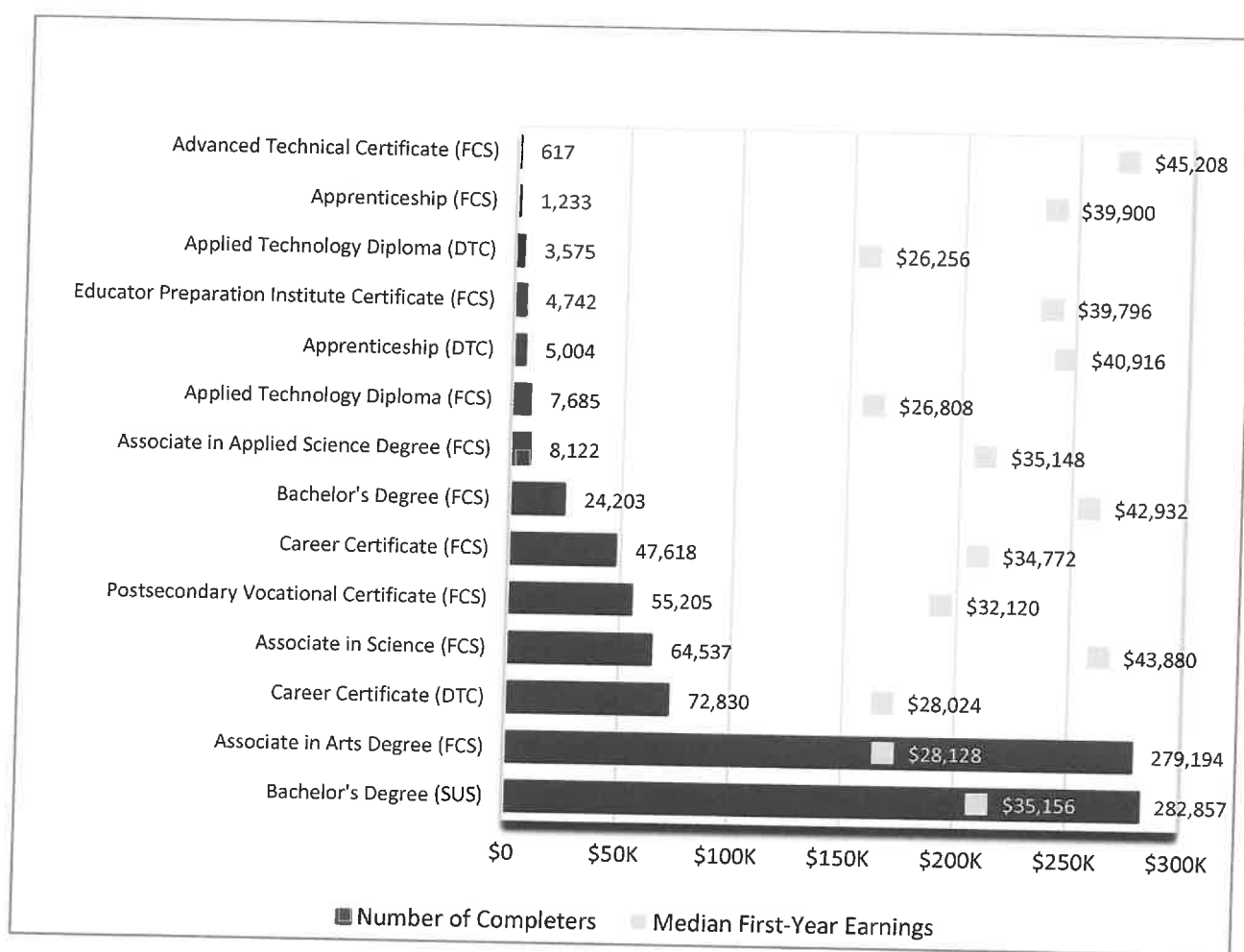


Tim Forson  
Superintendent of Schools

## Measuring the Economic Success of Florida's Graduates

The Measuring the Economic Success of Florida's Graduates report provides students, parents, and others with information on graduates of Florida's public higher education institutions, including the State University System (SUS), Florida College System (FCS) and District Technical Centers (DTC).<sup>1</sup> The chart below shows the number of graduates and first year earnings for a range of higher education credentials awarded recently in the state.

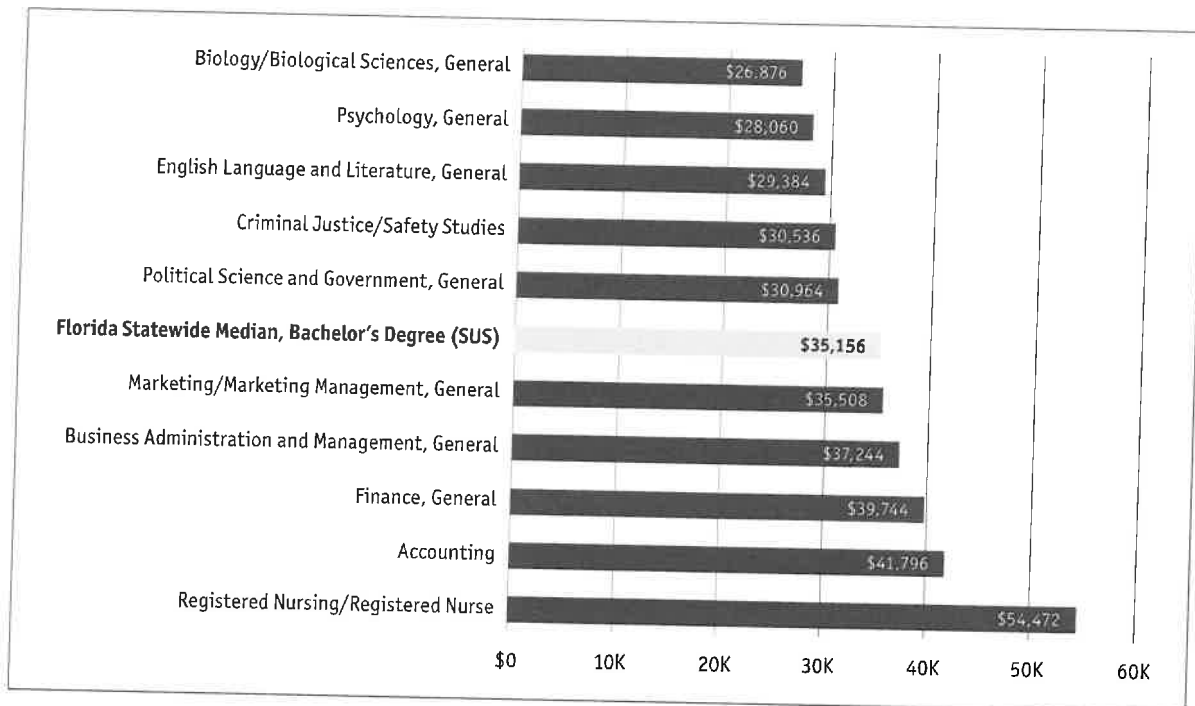
**Number of Postsecondary Academic Credentials Awarded and Median First-Year Earnings  
Academic Years 2010–11 Through 2014–15**



There are a variety of differences across credentials, but many career and technically oriented credentials are associated with relatively high early career wages.

<sup>1</sup> The data source for information in this summary report is the Florida Department of Education's Florida Education and Training Placement Information Program (FETPIP).

## Median First-Year Earnings of Graduates From Ten Large Bachelor's Degree Programs



Although each graduate's success reflects a variety of factors – such as their background, the local job market, and where they choose to live – [www.beyondeducation.org](http://www.beyondeducation.org) and the Measuring the Economic Success of Florida's Graduates report provide valuable information for students and parents to consider when exploring education and career choices.



Tim Forson  
Superintendent of Schools

40 Orange Street  
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www.stjohns.k12.fl.us

August 2018

SCHOOL BOARD

Beverly Slough  
District 1

Tommy Allen  
District 2

Bill Mignon  
District 3

Kelly Barrera  
District 4

Patrick Canan  
District 5

Dear Parents/Guardians:

The Student Code of Conduct is based on the School Board's rules governing student conduct and discipline. The Code is updated annually, and distributed either manually or electronically by every school principal in the school district. It is important that you review the Code in its entirety and return the required signature forms. In addition to containing the required forms for signature, the Code includes important information relative to:

- Students Rights & Responsibilities
- Student Attendance
- Student Health
- Specific grounds for disciplinary action
- Student-Athlete Code of Conduct
- Student Discipline and Rules of Conduct

The Code also contains the following forms for signature which must be signed and returned within 5 days of receiving the Student Code of Conduct, where applicable:

- The Parent/Student Acknowledgement of Student's Rules and Regulations must be signed and returned by all students and parents.
- The Student Acceptable Use Procedures Agreement must be signed and returned in order for students to use school computers and/or digital devices.
- The Release of Student Directory Information Options form **must be signed and returned IF parents do not want a student's name, address and other directory information released to the Armed Forces, Military Recruiters, Military Schools, yearbooks, or for other purposes listed on the form.**
- The Pursuing Victory with Honor Parent and Student -- Athlete Agreement must be signed and returned **IF** a student is planning to participate in interscholastic athletics.

If you have any questions, regarding the Student Code of Conduct or the information highlighted above, please contact your principal.

Sincerely,

Tim Forson  
Superintendent of Schools

/ecs

*The St. Johns County School District will inspire good character and a passion for lifelong learning in all students, creating educated and caring contributors to the world.*





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Superintendent of Schools

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SCHOOL BOARD

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August 2, 2018

Dear Parents,

The St. Johns County School District (SJCS D) is committed to providing a safe and secure environment for your child. Each St. Johns County school has an Emergency Operations Plan with incident specific procedures that is reviewed and practiced regularly. These plans have been formulated using Federal Emergency Operations Agency and Department of Education guidelines that conform to federal, state and local guidelines. They have been coordinated with St. Johns County Emergency Services including law enforcement, fire and rescue, and the Emergency Operations Center. All principals are linked to the District's Crisis Management Team through telephone landlines, cellular phones and/or two way radios. SJCS D recognizes **The Incident Command System (ICS)**, a nationally recognized organization structure that provides for role assignment and decision-making while planning for and responding to critical incidents of all types.

Our school district works closely with local public safety officials using their expertise and input. Regular safety, health, security and fire inspections take place each year in all district schools. All district schools have been designated as shelters to be used in the event of a hurricane or other emergency requiring temporary shelter. Each school has a Safety Committee that meets a minimum of four times per year to discuss issues of safety and security. Fire drills are conducted each month beginning with two occurring in the first 20 days of school and one each month after. We also practice tornado, Active Shooter and AED Response Drills for all faculty/staff and students as well as procedures used for bomb threats and shelter-in-place drills. Bus evacuation drills are held once each semester.

Visitor and volunteer sign in procedures are required in each school. All district schools use the Keep N Track sign in system. We require all visitors and volunteers to sign in and wear name tags when visiting the school. All volunteers must complete a SJCS D Volunteer Application. A background check will be completed by the St. Johns County Sheriff's Office for security approval before applicants can volunteer.

In response to SB 7026, all St. Johns County schools are assigned a Youth Resource Deputy for emergency response situations, as well as facilitation of required training, drills, and participation on each schools Threat Assessment Team. These resource deputies have received extensive training in working with students and local schools. Multiple schools across the district will have an armed security officer present throughout the entirety of the

*The St. Johns County School District will inspire good character and a passion for lifelong learning in all students, creating educated and caring contributors to the world.*

school day. All students, faculty and staff will be participating in statutorily required active shooter drills each semester as well as viewing an active shooter response educational video facilitated by the St. Johns County Sheriff's Office.

The Office of Safe Schools Practical Information on Crisis Planning suggests that schools clearly let families know they should not call the school's direct line or come to the campus during an emergency. If the school has not been evacuated, calls could tie up desperately needed communication lines in and out of the school and parents' cars could physically block law enforcement, fire/rescue personnel and other first responders. Therefore, in the event of a crisis, we will communicate:

- *A crisis has occurred*
- *Specific directions on what to do and not to do*
- *All possible steps being taken to see to the safety of your children.*
- *Assurance that you will be reunified with your child as soon as it is safe to do so*

Every school has specific plans for the reunification of parents and their children in the event of a major emergency. If an evacuation occurs, parents will receive communication with regard to the reunification location and process. To communicate with parents in a crisis, our mass communication system, SchoolMessenger, will be used. This system provides instant telephone, text and email communication accepting up to four phone numbers and two email addresses per student. In order to receive text messages you must opt in. Please visit <http://www.stjohns.k12.fl.us/schoolmessenger/> for instructions. Our system can be used for emergency calls, community outreach, special events, and other school/district messages.

School psychologists, social workers, and counselors trained in crisis intervention are available to students and their families in all emergencies. A district counseling team is also available for school support. All high schools, middle and elementary schools are equipped with AEDs (Automated External Defibrillator). Each school has CPR/AED certified faculty and staff and an AED Response team.

If at any time you have concerns about the safety of your child or issues concerning safety or security, please call the school.

Sincerely,

Amanda L. Riedl, Principal