



# The Manatee Memo

## News for Mason Families

September 5, 2020

207 Mason Manatee Way, St. Augustine, FL 32086  
(904) 547-8440 – main  
(904) 547-8445 - fax

Mrs. Monique Keaton, Principal  
Mrs. Jill Hillier, Assistant Principal

Dearest Manatee Families,

Please stop for one minute. Allow yourself to quietly reflect on what you have accomplished over the past month. You prepared your child(ren) to begin school on the August 10<sup>th</sup> only to shift gears, back track, detour, fill in all the blanks, and prepare your student(s) to start school on August 31<sup>st</sup>. You did your homework and learned how to log-in to Schoology as your student and created your parent access to Schoology. Within this platform you navigated to learn your student(s) teacher, attended "Meet the Teacher" virtually and reworked your busy schedule to come to our materials drop-off or materials pick-up event. Since then you have acquired your Home Access Center (HAC) account so that you can keep up with your student(s) grades and academic progress. With an understanding heart you embraced and respected the terms of social distancing and face to face interactions due to COVID. Parents, your support of our Otis A. Mason Elementary PTO as they supported our faculty and staff through your donations of time, treats, snacks and hands that served them meals are humbly noticed. Some of you attended our Prayer Walk on Sunday, August 24<sup>th</sup> at 2:00p.m. to pray for our students while others have prayed and wished us well from home. Today we completed our fifth day of school year 2020 – 2021 and TOGETHER, we have started strong.

Mason families, our teachers and staff have worked indescribably hard to create a normal learning environment for our students. Many of them work over into the evening and night. Several dozen physically worked last Saturday and have asked to work again tomorrow. The OMES janitorial staff works to maintain a healthy learning environment for all. Overtime hours for many of us is the way we operate because our priority is our students, our OMES community and each other. Mason families, now that the minute is up, I request only one additional minute of your time to ask you to celebrate YOU. Your contributions to us, and by us, I mean, ALL of us (students, parents, families, teachers, staff, OMES community) are admirable, honorable and appreciated. Take this moment to celebrate yourself. Pat yourself on the back and bask in the wonderful way our Otis A. Mason community functions. We are a heart of people.

With something to think about....

*"Behind every young child who believes in him(her)self is a parent who believed first."* -Matthew Jacobson

Proudly serving as principal of Otis A. Mason Elementary,  
*Mrs. Monique Keaton*

### OUR VISION:

The "Mason Way" is one that nurtures a passion in every child for personal success, good character, and a desire to learn, explore, and better themselves as they grow to be responsible members of our community.

### OUR MISSION:

At Mason Elementary, we believe student success is fostered by a continuous commitment to improvement, which ensures well-rounded and motivated learners. We do this by maintaining a safe and dynamic learning environment, promoting high expectations for all students, nurturing determination, developing personal relationships, and involving our community.

## Important Dates

- 9/7 No SCHOOL – Labor Day
- 9/8 ESE Parent Advisory Presentation 6:00-7:30pm
- 9/9 5<sup>th</sup> Grade Dream Team Wednesday; **Early Release (1:45pm)**
- 9/11 Patriot Day – Wear **Red**, White and **Blue**
- 9/14 Spirit Night at Tijuana Flats from 5:00 to 8:00pm
- 9/16 4<sup>th</sup> Grade Dream Team Wednesday; **Early Release (1:45pm)**
- 9/21 PTO meeting at OMES at 5:30pm
- 9/23 3<sup>rd</sup> Grade Dream Team Wednesday; **Early Release (1:45pm)**
- 9/25 Raise Craze Fundraiser begins
- 9/28 Scholastic Virtual Book Fair begins (ends Oct. 11)
- 9/30 Interim Reports; 2<sup>nd</sup> Grade Dream Team Wednesday; **Early Release (1:45pm)**

## School Hours

Doors open for students at 7:55am

School Hours - 7:50AM to 3:45PM (daily)

Student Hours - 8:25AM to 2:45PM (M, T, Th, F)  
8:25AM to 1:45PM (Weds.)

1<sup>st</sup> bell at 8:20, 2<sup>nd</sup> bell at 8:25

Students arriving after the 2<sup>nd</sup> bell must be walked inside and signed in by the parent/guardian.



### Pillar of the Month

#### FAIRNESS

Play by the rules \* Take turns and share \*  
Be open-minded; listen to others \* Don't  
take advantage of others \* Don't blame  
others carelessly \* Treat all people fairly

# Announcements

## Student Health Screening –

We appreciate your assistance in supporting our health and safety protocols here on campus. As a reminder, below is the student health screener questions. If you can say yes to any of the questions below for your child, please keep your child at home until you can say no to all questions or have a clearance from the local Department of Health or your medical care provider. Please contact Nurse Baxa at 547-8444.

### Student Health Screening Entry Form

Please assess your child daily for the following symptoms and answer the contact questions.

- Fever of 100.4 or higher
- Uncontrolled cough
- Shortness of breath or difficulty breathing
- Sore throat
- Loss of sense of smell or taste
- Muscle aches
- Vomiting or diarrhea
- Is your child currently awaiting COVID-19 test results? **If yes, please keep your child home and notify the school nurse when test results received. Further instructions will be discussed at that time.**
- Does your child live in the same household with someone positive for COVID-19? **If yes, your child must quarantine for 14 days from the last date of contact with the positive individual. A negative test result does not reduce the quarantine requirement for the full 14-day incubation period.**
- Has your child had close contact with someone who in the past 14 days who tested positive for COVID-19? **If yes, your child must quarantine for 14 days from the last date of contact with the positive individual. A negative test result does not reduce the quarantine requirement for the full 14-day incubation period.**



## Masks & Temperature Checks –

Masks are to be worn by all students until a temperature check is completed and they are able to socially distance themselves from others. **Please make sure your child has a mask and it is labeled with his/her name.**

Temperature checks will occur upon arrival. Any student with a temperature at or above 100.4 degrees will be referred to the nurse and a parent/guardian will be responsible for picking up his/her student.

## Addressing Students' Educational Needs During a Pandemic –

The St. Johns County School District Exceptional Student Education Advisory has arranged a presentation with Marlena Jenkins, lead clinician for the UF Jacksonville Florida Diagnostic Learning and Resources System-Multidisciplinary Center (FDLRS-MDC) and Center for Autism and Related Disabilities (CARD). The virtual presentation will be held on September 8, 2020 from 6:00-7:30pm and will be focused on "Addressing Students' Educational Needs During a Pandemic."

[Join this online meeting on a computer via Webex](#) or by dialing **1-844-992-4726** and then entering the access code **120 924 7825**.

Please wear **RED**,  
**WHITE**, and **BLUE** on  
Friday, 9/11 in honor  
of Patriot Day.



## What are Dream Team Wednesdays? –

Dream Team Wednesday is a day where students on a grade-level rotate through all of the Resource classes and their teachers have a day of professional learning, data chats and engage in collaborative planning.

## SchoolMessenger –

This system allows schools and District staff to quickly and efficiently communicate both general and emergency messages to parents/guardians and staff using email, text and voice mail. Parents and staff who wish to receive text messages from this system must (1) Opt-in from their mobile device and (2) have their mobile number on file with their child's school (for parents/guardians) or on file with Employee Online (for staff/employees). Please visit <https://www.stjohns.k12.fl.us/schoolmessenger/> for more information.

## U.S. Census –

September 3, 2020

TO: Florida Parents

From: Commissioner of Education Richard Corcoran

SUBJECT: United States Census

The United States Census occurs every ten years and has a powerful impact on the future of Florida communities and their voice in Congress. The United States Census Bureau has announced that **they will complete counting throughout the United States on September 30<sup>th</sup>**. It is critical that the Florida education community take this brief survey as it directly benefits Florida students and families and informs the amount of federal funding distributed to states for programs that impact schools, students, and families.

Data from the 2020 Census will impact federal funding for programs that supports students in low-income areas of the state, services for students with disabilities, career and technical education programs, adult education, and many other programs important to the education of students in Florida. **Census data informs federal funding for sanitization and personal protection equipment (PPE), cleaning supplies and other materials needed to help combat COVID-19 in schools.**

We hope you encourage your education families, neighbors, and communities to participate in the census by sharing this message.

To complete the census online, visit <http://www.2020census.gov>.

To complete the census via [phone](#):

English: 1-844-330-2020

Spanish (7 - days a week, 7am - 2am): 844-468-2020

Haitian-Creole (Monday – Friday, 8am -10pm): 844-477-2020

Thank you!

Commissioner Richard Corcoran

## Breakfast and Lunch –

[Online Free & Reduced Lunch Forms](#) \*Even if you do not need or think you will qualify, please complete the form. It could help our school with federal funding.

[PayPams - NEW!](#) A great way to prepay breakfast and lunches via online instead of sending cash/check.

## Home Access Center (HAC) –

The Home Access Center (HAC) portal is now available to registered parents and/or guardians, and to enrolled students. The HAC portal provides parents and students with a daily summary page of student information including schedule and attendance, discipline information, class work, test scores, grades and course requests. It also allows students to view their own records in the system to help keep them informed and actively participating in their progress.

Parents/Guardians must have a valid email address on file with a St. John's County School in order to create a HAC account. Students will be issued a username and password for their accounts by the school. Parents/Guardians can then register online: <https://homeaccess.stjohns.k12.fl.us>

- At the Home Access Center Login screen, click the link "Click Here to Register for HAC" On the Home Access Center User Registration fill out all of the required fields.
- You should receive an email with a link to complete your registration

For additional information on the HAC portal, access the webpage at <http://www.stjohns.k12.fl.us/hac/>

## Logging in to Schoology for Student Access –

Schoology is an online tool that manages curriculum, assessments, conferences, resources, calendar, and other classroom management tasks. Schoology will become the primary communication tool between home and school this year for all K-12 students.

\*If you do NOT have your child's student # and unique password, please call the school at 904-547-8440.

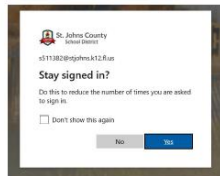
1. Go to [stjohnsschools.schoology.com](http://stjohnsschools.schoology.com)
2. Enter your [S#####@stjohns.k12.fl.us](mailto:S#####@stjohns.k12.fl.us) and click Next



3. Enter your Student Password and click Sign In



4. Click No – DO NOT Stay Signed In



5. Click on your appropriate course.



Please visit these sites for more information on Schoology, the online platform we will use for conferencing and virtual instruction. Please use Google Chrome for Schoology.

Click here for the [SJCSD Schoology for Parents site](https://www.stjohns.k12.fl.us/media/edtech/schoology/schoology-for-parents/) or cut and paste this link into your browser:

Click here for the [SJCSD Schoology for Students site](https://www.stjohns.k12.fl.us/media/edtech/schoology/schoology-for-students/) or cut and paste this link into your browser:

## Dismissal Changes

If you are changing the way your child normally goes home, please contact the school in one of three ways: a note in the planner, written note from home, or via the Dismissal Change link on our Mason homepage (top right corner if using a computer).

Dismissal changes will not be accepted after 2:15PM/1:15PM on Weds. unless there is an emergency.

## Volunteers and Visitors

In an ongoing effort to provide safety and security for students and staff, **all visitors and volunteers MUST complete a "School Access Form"** with the SJCSD. The form can be found at <https://stjohns.keepntrack.com/apply/>. If a person does not apply for school access or has been denied access, he/she will NOT be permitted to enter the school building or attend special events during the school day. **Those that have applied and are approved must present a valid ID and wear a printed name badge to enter the building.**

Please know that we enjoy having volunteers and visitors on campus. However, we are currently restricting access to our campus in an effort to follow district, CDC and FLDH guidelines.



## Dress Code Reminders –

- Hats, sunglasses, etc. must be taken off and put away upon arrival (except in case of medical necessity or special events authorized by administration). These items may only be worn outside.
- Shoes must be safe and appropriate. They must have a back – no flip-flops, heels, etc.
- No tank tops, spaghetti straps, or shirts/dresses that are cut out at midriff.
- Clothing must be free of logos or sayings with profanity, violence, drugs, alcohol, or tobacco or anything that would be disruptive to the learning environment.
- Skirts and shorts must be no shorter than 4 inches above the knee. Leggings are permitted to be worn under a skirt or long sweater/skirt. No yoga pants.
- Hair should be a natural color and styled in a way that is not distracting.
- No excessive make-up.

For more information please visit <https://www.stjohns.k12.fl.us/schoolservices/conduct/> to access the St. Johns County School District Student Code of Conduct.

## Fridays are Spirit Days at Mason! Students and staff are encouraged to wear Mason gear or colors every Friday.



## Special Celebrations –

We love to celebrate when there is a special occasion! However, we ask that you please follow these guidelines if your child is celebrating while at school:

- Treats must be cookies, brownies, or anything sweet that is ICING FREE. No cupcakes, regular cakes or cookie cakes will be permitted. Icing is too messy and contains too much sugar!
- Treats may only be shared with your child's classmates and teacher.
- If needed, napkins, plates and/or utensils should be provided to the teacher.
- Communicate with your child's teacher about when you would like to bring something in, what you will be bringing and check if there are any allergies in the class. You will need to work with the teacher to determine the best time to have the treat (lunch or recess).
- No balloons or banners are permitted. Special shirts or buttons are allowed.
- Birthday invitations must include everyone in the class if they are being handed out at school.

## Interpreter Requests –

If you are in need of an interpreter for an event at Mason, we ask you to send a request in writing at least two weeks in advance of the event. The school and/or district will arrange for the interpreter but we need your help in asking to notify us as far in advance as you can. Please communicate these requests with your child's teacher and the Assistant Principal ([Jill.Hillier@stjohns.k12.fl.us](mailto:Jill.Hillier@stjohns.k12.fl.us)).

We also ask that you let us know as soon as possible if you need to cancel a prearranged interpreter. This is an additional expense to the SJCSO so we appreciate your consideration and helping us to be conscious of these costs.

