



# The Manatee Memo

## News for Mason Families

August 1, 2019



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

Dr. Nigel Pillay, Principal  
Mrs. Jill Hillier, Assistant Principal

Welcome to the 2019-2020 school year! We hope you have had a relaxing and restful summer. This time of year is very exciting. Our school has a fresh, clean look, classrooms are being decorated, lesson plans are being made, collaborative teams are meeting, and we get to welcome our students and their families back to school! We will also have a brand new playground set for the kids to enjoy! It is going to be an amazing year!

We currently have 632 students (Pre-K-5<sup>th</sup> grade) registered and placed in classes for the upcoming school year but this number is changing daily. We are still in the process of hiring the last few staff members but are confident that we will be staffed and ready to go when the children arrive on August 12<sup>th</sup>. We have truly missed the buzzing of students in our hallways and the sound of their laughter. We are excited and ready to welcome everyone back!

The Manatee Memo will be one mode of communication with Mason families. It will contain important information regarding what is happening at our school. Please be on the look-out for this newsletter on the first of every month. It will be emailed out and posted on our school's website.

We are looking forward to partnering with you to provide the best educational environment possible for your student. If there is anything that we can do to assist you this year, please do not hesitate to reach out. Our doors are always open!

Let's **REACH FOR THE STARS** (our theme for the year)! Our students are going to sparkle and shine!

All the best,  
*Dr. Nigel Pillay & Mrs. Jill Hillier*  
Principal      Assistant Principal



### 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

- 8/8** – Meet the Teacher (5:30-7:00PM)
  - 8/9** – Meet the Teacher (8:00-11:00AM)
  - 8/12** – FIRST DAY OF SCHOOL
  - 8/12 to 8/15** – Staggered start for Kindergarten only
  - 8/16** – All Kindergarten students report to school
  - 8/19 to 9/13** – iReady testing
  - 8/21** – 5<sup>th</sup> grade Resource Day
  - 8/28** – 4<sup>th</sup> grade Resource Day
  - 8/29** – Title 1 Curriculum Night (6:00-7:30PM – all grades)
  - 9/2** – NO SCHOOL – Labor Day
  - 9/4** – Wear **Orange** for Fairness
- Please note that every Wednesday is EARLY RELEASE at 1:45PM.**

### Registration

Please make sure you have completed all of the steps required for registration so we can make sure your son/daughter has a spot in a classroom. Students with missing documentation have not been placed with a teacher. You may visit <http://www.mes.stjohns.k12.fl.us/registration/> or contact Ariel Whitmore at (904) 547-8436 if you need assistance or have questions.

### New School Hours

School Hours - 7:55AM 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.

# Welcome!

## Announcements

We would like to give a warm Manatee welcome to the new members of our Mason staff this year:

- Shaun Bennett – Music Teacher
- Abigail Blocker – LEA/Guidance Clerk (former VPK Aide)
- Hailey Fletcher – 3<sup>rd</sup> grade
- Torrey Ford – 2<sup>nd</sup> grade
- Jill Hillier – Assistant Principal
- Stephanie Lowrie - 2<sup>nd</sup> grade Associate
- Jami Pate – Kindergarten
- Maggie Puch - School Clerk/Front desk
- Brittany Roberts - 4<sup>th</sup> grade Associate
- Ariel Whitmore – Computer Operator
- Jessica Williams – Custodial staff
- To Be Announced - 5<sup>th</sup> grade Associate
- To Be Announced – VPK Aide
- To Be Announced – Custodial staff

### Meet the Teacher at Mason –

- Doors will open at 5:25PM on Aug 8<sup>th</sup> and 7:55AM on Aug. 9<sup>th</sup>.
- Specified staff members will be in the hallways with class lists, guiding families in the right direction.
- Please sign in and complete transportation information for your child so his/her teacher will know how he/she is getting home each day.
- Please visit the PTO table to sign up to become a member, purchase spirit wear, and learn more about how to support our school.
- School supplies may be dropped off at this time. If you ordered a supply kit through the school, supplies have arrived and are ready for pickup in your child's classroom.

**IMPORTANT**

### Visiting our School –

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 SJCS. 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.

### Cafeteria –

- We are a Community Eligibility Provision (CEP) school. All students may eat for free here at Mason.
- Please visit <https://schools.mealviewer.com/school/OtisAMasonElementary> for breakfast and lunch menus.

### School Pay –

We are pleased to offer parents *SchoolPay* as a convenient option to make electronic payments for school-related fees.

SchoolPay offers several benefits:

- Pay online via VISA, MasterCard and Discover cards
- Make payments from your secure parent account with just a few clicks
- A full history of your St. Johns County School District payments searchable by date and child
- Enjoy the convenience of paying at any time (24/7) from your home

You are always in full control of your account and can make a payment at any time that is convenient for you. **No payments will be allowed without your knowledge and authorization through this secure payment system.** Each payment you make is followed by an email notification informing you of the student's name, the purpose of the payment, and the amount of the item each time a payment is to be processed.

To sign up, please visit: <https://www.schoolpay.com/login/>

## Character Counts at OMES!



## 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.

## Home Access Center (HAC) –

Home Access Center (HAC) allows students and parents/guardians to view their child's educational information such as grades, test scores, bus route information, etc. via a secure, password protected website. Please visit <https://www.stjohns.k12.fl.us/hac/> to learn more about HAC.

## 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 SJCSD so we appreciate your consideration and helping us to be conscious of these costs.



## 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.
- 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.



# From the Mason PTO

The Otis Mason Elementary PTO would like to welcome our new and returning Manatees to the 2019-2020 school year! We have a lot of fantastic events planned for this year.

Follow us on Facebook! If you have a Facebook account, please like/follow our Otis Mason Elementary PTO page. This is an excellent way to stay "in the know" with our school. Our PTO always posts up-to-date information on school events, activities, and initiatives. <https://www.facebook.com/OtisMasonPTO/>

Send in your Box Tops and Coke Codes! Please help us continue to earn money for our school by sending in Box Tops and Coca-Cola product codes. These items can be sent in daily to your student's teacher, in a baggie or envelope with the teacher's name on it. Each nine weeks, the class with the most, wins an ice cream party! Also, Box Tops are going digital! Please download the app and scan your receipts to help the school earn even more money. If the school earns more than \$1,300 in Box Tops donations, PTO will supply an end of year popsicle party for the school!

You asked and we listened! We are excited to offer **NEW SPIRIT WEAR** for the 2019-2020 school year! We will be set up at Meet the Teacher and are going to have youth t-shirts and socks! Adult shirts, long sleeve shirts, and hoodies will be pre-sold \*\* 10% off 1 or more presold and prepaid item during Meet the Teacher\*\*



Shirts	Long Sleeve	Hoodie	Socks
\$10	\$15	\$20	\$8

Mark your calendars & Save the Date:

Monday, September 23<sup>rd</sup> Tijuana Flats Spirit Night 5-8PM

Tuesday, November 5<sup>th</sup> Chick-Fil-A Spirit Night 5:30-7:30PM

Tuesday, March 10<sup>th</sup> Chick-Fil-A Spirit Night 5:30-7:30PM

If you would like to get involved in the PTO, there are a few openings that don't consume a lot of time but are key to a successful PTO. If you have any questions or are interested in filling a spot please contact us at [otismasonpto@gmail.com](mailto:otismasonpto@gmail.com).

Thank you and we look forward to making the 2019-2020 school year a SUCCESS!!!

~ *Mason PTO*