

Crawfordville Elementary School Parent and Student Handbook 2020-21



PRINCIPAL'S INTRODUCTION

Dear Parents and Students,

Welcome to Crawfordville Elementary! Our outstanding faculty and staff are committed to offer students an exemplary learning experience. We feel the formative years present a challenge for us to help develop children's intellectual, social, emotional and physical wellbeing in a context that is appropriate for each student. To that end, we will continue to create an atmosphere which builds lifelong, positive attitudes towards school and learning.

This handbook is being provided to our school community so you will become more familiar with Crawfordville Elementary. It is to serve as a reference about Crawfordville's school policies, student privileges, and responsibilities. We encourage you to refer to this publication often as we have anticipated many of your concerns and questions.

You are invited and encouraged to play an active role in the education of your child. The possibilities for becoming involved are numerous!

Close cooperation between home and school is essential in promoting the best interests of the child. We invite you to visit school and to attend scheduled meetings. A meaningful exchange of information between us benefits everyone, and our partnership in providing an outstanding educational experience for all of our children can only grow stronger with close communication between the school and the home.

Thank you for this opportunity to work with you and your child. I'm excited and anticipate a very successful year!

Sincerely,

Alena Crawford
Principal

Crawfordville Elementary School
379 Arran Road
Crawfordville, Florida 32327
(850) 926-3641

Crawfordville Elementary Website: <http://ces.wcsb.us>
Wakulla County Schools Web Address: www.wakullaschooldistrict.org or wakulla.schooldesk.net

TABLE OF CONTENTS

Accidents	10
Arrival/Dismissal Information	5
Attendance	7
Awards/Recognition	10
Behavior (PBS)	8
Books, Textbook & Library Books	7
Bus Rules	8
Bullying	9
Cell Phones/Video Cameras	7
Communication	10
COVID Statement	5, 6, 11
Daily Schedules	5
Dash Pass	5
Dress Code	6
Educational Choice Option	12
Festival (Country Fair)	12
Field Trips	11
Forms	5
Grading Scale	6
Head Lice	10
Health & Safety Policies	9
Internet User Info	10
Lost and Found	7
Lunchroom Information	6
Non Discrimination Statement	4
Patriotic Programs	12
Philosophy	4
Promotion Procedures	11
PTO	11
Safety Drills	9
School Advisory Council (SAC)	11
Student Advocate	4
School Health Services	9
School Financial Report	13
School Improvement Plan	12
Student Records	8
Tardies/Checking Out	7
Vision and Focus Statement	4
Visitors	6
Volunteer	11
Withdrawal Procedure	7

VISION AND FOCUS: Our focus is to create an atmosphere of warmth, trust, and respect by continuously role modeling and helping others understand the importance of such an atmosphere. We will lead students to believe in themselves by using data to show their strengths, data to help them set goals, and data to plan instruction so that students CAN meet their goals. We will know students, take an interest in our students, and appreciate the diversity of our students. Only positive, professional, productive approaches will be used towards parents, students and colleagues in order to establish and maintain the needed teamwork that it takes to succeed.

PHILOSOPHY

We at Crawfordville Elementary School believe all of life is a continuous process of education, formal and informal.

We believe the curriculum must provide for the maximum development of each student's thinking and reasoning potential as well as the acquisition of fundamental skills.

We believe students are unique in aptitude, stages of maturation, personality, physical and perceptual development. For these reasons, a variety of instructional materials, teaching methods, and learning experiences should all be used to create a learning environment to help students develop healthy self-concepts through experiencing success in accordance with their abilities and interests.

We believe student learning is enhanced by encouraging wellness through proper nutrition, lifelong fitness, and self-care skills.

We believe students must be prepared to live in a rapidly changing technological world and that they need to develop the critical thinking skills which will enable them to perform under new and unfamiliar circumstances.

We believe citizenship in a democratic society involves the assumption of duties and responsibilities in that society as well as an awareness and appreciation of our diverse background, traditions, and cultural heritage.

We believe in the continual updating and strengthening of staff members' knowledge and skills in subject areas as well as human relationships and educational theory.

We believe an effective program of education includes constructive participation and open communication between the school, parents, and the community.

We believe in the continual measurement and evaluation of all programs for effectiveness and suitability within the framework of the total curriculum.

We believe student learning is enriched through participation in the arts.

We believe it is the purpose of Crawfordville Elementary School to provide a positive and diverse learning environment commensurate with this philosophy.

STUDENT ADVOCATE

It is Wakulla School Districts commitment to students to ensure every child have an adult advocate. Our core values include always making decisions in the best interest of students. At Crawfordville Elementary School each student is part of a morning meeting with their advocate to address academic and social emotional needs. As a result of the targeted check-in systems students are able to discuss any concern they may have with their advocate.

NON DISCRIMINATION STATEMENT

The School Board of Wakulla County, Florida does not discriminate in admission or access to, or treatment or employment in, its programs and activities on the basis of race, color, religion, age, sex, national origin, marital

status, disability, genetic information for applicants and employees, or any other reason prohibited by Federal and State law regarding non-discrimination. See 34 C.F.R. 100.6(d); 34 C.F.R. 106.9; 34 C.F.R. 110.25.

In addition, the School Board provides equal access to the Boy Scouts and other designated youth groups. This holds true for all students who are interested in participating in educational programs and/or extracurricular school activities. See 34 C.F.R. 108.9.

Disabled individuals needing reasonable accommodations to participate in and enjoy the benefits of services, programs, and activities of the School Board are required in advance to notify the administrator at the school/center at which the event or service is offered to request reasonable accommodation.

The lack of English language skills will not be a barrier to any opportunity or event associated with Wakulla County Schools.

The designated Equity Coordinator, Title IX and Section 504 Compliance Coordinator as required by 34 C.F.R. 100.6(d) is Angie Walker, Executive Director of Human Resources, 69 Arran Road, Crawfordville, Florida 32327; 850.926.0065; angela.walker@wcsb.us.

DAILY SCHEDULES

Supervision Begins	8:25 A.M.	
Breakfast		8:25 – 8:55 A.M.
First Bell		8:55 A.M.
Tardy Bell/Instruction Begins		9:00 A.M.
Dismissal		3:25 P.M.

ARRIVAL

Students should not arrive at school before 8:25 A.M. and should be picked up promptly at dismissal time. **Supervision is not provided before 8:25 a.m. or after 3:55 p.m.** All students arriving after 9:00 should report to the office for a tardy slip. Students being delivered to or picked up from school by personal transportation should be dropped off in the designated area in front of the school. The lot on the side of the school by the retaining pond is reserved for bus traffic only. The Wakulla County Senior Citizens sponsors a before and after school day care program housed at Crawfordville School for children arriving before 8:25 and staying after 3:30. Please contact them directly at 926-7145 to make arrangements. Students participating in the before school program should report to the cafeteria upon arrival at school. Instruction begins promptly at 9:00! Parents are urged to leave their children in school all day.

DISMISSAL - AFTERNOON STUDENT PICK-UP/DASH PASS

Dismissal for car-riding students is at 3:25. Students are dismissed at this time and are under adult supervision in the cafeteria while waiting for pick up. A school issued pick-up pass (Dash Pass) must be visible on the passenger side dashboard in order for a child to be picked up. Parents are responsible for ensuring that anyone picking up their child has the appropriate Dash Pass. Please only check out your child early for appointments. Appropriate identification (driver's license) is needed for security reasons. **Checking out students between the time of 2:30 and 3:25 should be used for emergencies only or prior notice given to the school.**

Due to Covid 19, parents will not be able to utilize the walk up Dash Pass Pick up. Parents will also be unable to wait in the lobby for student pick up.

ANNUAL STUDENT DATA FORM

All students must have this form filled out and on file in the office. These forms are given to parents in Open House packets and are available in the front office throughout the school year and online. For safety reasons, students will be dismissed according to the information provided on the form unless prior written notice is given to the classroom teacher. A new form must be filled out when permanent changes occur in transportation plans.

A signed note from home must be received for all transportation changes Phone calls to school office related to transportation changes should be of an emergency nature only and must be made prior to 2:30 pm. **Calling the school after 2:00 pm does not allow enough time to let students and appropriate personnel know of the change, and ensure student safety.**

LUNCHROOM INFORMATION

Breakfast and Lunch Information: All students will be offered breakfast and lunch at **no cost**. Students may wish to place money in their lunch account to purchase additional milk and food items.

GRADING SCALE

The following grade scale is used in all subjects in Kindergarten and in penmanship, work habits, citizenship, and special areas in grades one through five.

- E - Excellent
- S - Satisfactory
- N - Needs Improvement
- U - Unsatisfactory
- I – Incomplete

The following grade scale is used in grades 1-5:

A	90 – 100	D	60 - 69
B	80 - 89	F	0-59
C	70 - 79	I	Incomplete

VISITORS

Due to COVID 19 we will be unable to have visitors in our buildings. The safety of our students and community is our top priority. To ensure the safety of our students, all parents and visitors must first stop at the school office upon entering the building. Visitor parking is provided in the front of the building and signs directing parents and visitors to the office are provided. Visitors will be given a Visitor’s Pass to wear while in the building. **Parents are responsible for providing the school with updated copies of court orders or injunctions that include any restrictions or limitations in regard to contacts with their children. A driver’s license is needed in order to go beyond the front desk.**

DRESS CODE

Culottes, skirts, dresses, skorts, and shorts should all be an appropriate length (knee length for 3rd - 5th) and t-shirts with logos should reflect positive social and academic excellence in the message. Shoes are worn at all times except when a class activity requires their removal. Shoes that are secured with straps/ties are strongly recommended. *Tennis shoes (sneakers) must be worn on students’ PE days for safe participation. Failure to do so will reflect in loss of grade points for the day.* It is STRONGLY encouraged that students wear closed toed shoes EVERY day to prevent injury that can easily occur wearing flip flops and sandals. Flip flops are especially discouraged.

Clothing/shoes prohibited at school:

Apparel displaying profanity, sexual innuendoes or promoting alcohol, tobacco products or gang activities.

Bandannas, sagging pants, and chain wallets.

Half shirts, spaghetti straps, halter (backless) tops/dresses, see-through clothing, tank tops and revealing clothing.

Shorts, skirts, dresses, etc. that are too short. Third through fifth graders' apparel should be tips of fingers length.

Hats, caps or hoods.

Metal cleats or shoes with wheels.

ITEMS NOT ALLOWED AT SCHOOL/VIDEO CAMERA AND CELL PHONE USE

To assure continuity of instruction, **toys, games and all electronic devices must remain at home** unless prior approval is given. Loss or theft of these items is not the responsibility of the school. Student use of video cameras is only permitted for teacher directed projects. Cell phone use is not permitted during the school day. Cell phones must be turned off and remain in students' backpacks while on the bus and during regular school hours.

REPLACEMENT OF LOST TEXTBOOKS OR LIBRARY BOOKS

The replacement of textbooks issued to an individual child shall be absorbed by the parent in the event the book is damaged or lost. Replacement costs of books may be obtained from your child's teacher. It is the responsibility of each student to return library books at the designated time. Parents will be expected to pay for lost library books or those damaged beyond further use.

LOST AND FOUND

Please write your child's name on such items as coats, sweaters, jackets, gloves, lunch boxes, etc. Articles without names are placed in the "Lost and Found" located in the cafeteria and are kept on display **until the end of each month when unclaimed items are donated to community clothes closets.**

ATTENDANCE

Daily attendance in school is critical for academic success. Florida law requires each parent of a child from six to sixteen years of age to be responsible for the child's school attendance. The law allows absences for illness and certain other special circumstances. It is the responsibility of the parents to notify the school in writing when their child will not be in attendance. The note should list the days absent and the reason for the absence. If your child is very ill and will need to be absent from school for an extended period, please notify the office and contact the teacher to get work that can be done at home. Students who are absent more than 10 days during the school year may have other requirements.

Students who have had Perfect Attendance and have not been tardy will have one point added to his/her grades each nine weeks. *See Awards section for perfect attendance requirements.*

TARDIES AND CHECKING OUT

School hours are from 8:55 a.m. - 3:25 p.m. Coming in late and checking out early interferes with your child's education and disrupts a classroom. We try to utilize every minute of our school day to ensure success for all children. Please respect the importance of our educational endeavor by limiting your child being checked in or out for doctor appointments or emergencies only. **CHECKING OUT YOUR CHILD BETWEEN 2:30-3:25 PM SHOULD BE DONE ONLY FOR EMERGENCIES AND DOCTOR APPOINTMENTS.**

WITHDRAWAL PROCEDURE

Parents should notify the school in person, in writing, or by phone of the withdrawal date. All textbooks, library books, etc., should be returned to the teacher at the time of withdrawal.

STUDENT RECORDS

Crawfordville Elementary School maintains records on each student in order to trace student progress from year to year. These records include permanent and temporary information as specified in School Board Policy. With regard to these records, each parent, guardian, or adult student has the following rights, as specified in Florida Statutes (Section 228.903(3) and State Board of Education Administration Rules (Section 6A-1.955) :

Right of Access--Should you wish to inspect and review your child's records at any time you may arrange to do so by making an appointment with the school principal or your child's teacher.

Right of waiver of access

Right to challenge the content of any record--If agreement concerning the record cannot be reached, a hearing will be held.

Right of Privacy--Only qualified people may see your child's records without your written consent.

In addition, Crawfordville Elementary School maintains the following directory information for each student: student's name, address, telephone number; date and place of birth; grade; participation in officially recognized activities and sports; dates of attendance; degrees and awards received, and the most recent previous educational agency or institution attended by the student. If you do not wish for any or all of this information on your child to be published, notify the school principal in writing within ten (10) days. The District's policy on education records of pupils and adult students is available for review in the principal's office.

RULES FOR GENERAL BEHAVIOR

Proper student conduct and behavior are fundamental to the educational process. Refer to the Wakulla County School Code of Student Conduct for detailed information. The behavior expected from students at school is a combination of common courtesy, respect and safety considerations.

BUS RULES

Bus transportation is considered a privilege. Students must earn this privilege by obeying bus rules that are posted on each bus. A student who is provided transportation shall be assigned to a specific bus and shall not ride any other bus except upon written request of the parent or guardian of the student and written approval of the principal or her designee. No student shall leave the bus prior to arriving at school or prior to arriving home or his/her prescribed destination. Any disruptive behavior on the bus will be reported to the principal. Students who jeopardize the safety of themselves or others may have their bus riding privileges revoked, temporarily or permanently, by the administration. If a child is suspended or expelled from riding a school bus due to misconduct, the parent or guardian is expected to provide transportation during the time the student is excluded from the bus. For safety reasons, helium balloons, glass containers, pets or living animals of any kind, softball/baseball bats, scooters, skates, skateboards or hockey sticks will not be allowed on school buses. **Cell phones are not to be seen or used on school buses.**

POSITIVE BEHAVIOR SUPPORT (PBS)

PBS is a program that allows ample student interaction and participation, and treats students as individuals while setting a more supportive and caring environment. Each member of the faculty and staff are able to recognize students in every facet of school who are making positive choices by presenting the student with a "paw pat."

BULLYING

Bullying suspicion should be immediately reported to teacher, guidance counselor or administrator. Bullying will not be tolerated and is treated seriously.

Bullying is unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time.

HEALTH AND SAFETY POLICIES

Students will not be permitted to leave the school grounds unless the office has been properly informed and an adult accompanies them.

Parents are responsible for notifying the school of any unusual health problem that would require individual attention. We will be happy to work with you in arriving at the best methods of aiding these students.

Parents are expected to keep children at home when they have any type of disease, infection, parasite, or contagious illness until the problem is no longer contagious.

All children will participate in PE unless they bring a note from home. If a note is brought, the child will be sent to the coach but will not participate. If this is for an extended period of time, a doctor's note will be needed.

Teachers are not allowed to administer any medicine and students are not allowed to self-medicate. If it is necessary for medication to be dispensed at school, it must be in the original container and a permission form to administer medication must be completed. All medication is stored in the clinic.

Doctor prescribed or over-the-counter medications **must be brought in by an adult in the original container** and stored in the clinic. Students are not allowed to transport medications between home and school. The sheriff's department will oversee the disposal of any medication not picked up on the last day of school.

FIRE AND SAFETY DRILLS

Fire and safety drills are conducted periodically throughout the year. In keeping with good safety habits, pupils are instructed in the quickest and safest way to leave the building in case of fire or other emergencies.

SCHOOL HEALTH SERVICES

The Wakulla County Health Department and Crawfordville Elementary School will be providing the following school health services at no cost.

Vision and Hearing Screenings are designed to determine the ability of your child to see and hear as well as most children of the same age. Screenings are offered at grades K and 1 and Vision Screenings in grade 3. In addition, a Body Mass Index (BMI) calculation will be done in grades 1 and 3. Parents will be notified if there appears to be a problem and encouraged to see a doctor of their choice for a complete examination. Speech screenings will be conducted by the school speech pathologist based on teacher referral. The following *health services* are also provided as needed: health appraisal, nutrition assessment, health records review, health counseling, emergency first aid, consultation with parents, and health education. If any parent does not wish for his/her child to receive the above health services, the school should be notified in writing within 10 school days.

Preventative Dental Program is a dental program of fluoride treatment available to students who have signed consent forms on file. This service will be available only if provided by Wakulla County Health Department. A *school nurse* from the Wakulla County Health Department is at Crawfordville Elementary School each week. The nurse reviews health records to ensure compliance with the law and provides needed support in the area of health to students, parents, and teachers.

A *school health aide* is on campus daily to provide first aid for minor injuries, dispense medication, provide information regarding treatment of head lice, and provide support for parents, students, and staff regarding other health care issues.

HEAD LICE

Wakulla County School Board Policy states, "Any student found with head lice or nits shall be isolated and the child's parent/legal guardian shall be notified to pick the child up". Students may not return to school or ride the bus until he/she is free of head lice and/or nits. Students sent home must be brought back to school by an adult and cleared by clinic personnel before returning to class.

ACCIDENTS

If your child is hurt at school, he/she should tell the teacher immediately. Parents will be notified. Please provide the school with a phone number for home and work as well as a cell phone number, and the number of a relative or friend. Parents are responsible for notifying the school when phone numbers change. **It is imperative that changes in phone numbers be reported to the office as soon as they occur. We must be able to reach you in the event of any emergency.**

STUDENT AWARDS/RECOGNITION

At the end of each nine-week grading period and throughout the school year Crawfordville students are honored for academic achievement, conduct, work habits, personal growth, citizenship and attendance either in the classroom or at an Awards Assembly. An end of the year Awards Assembly recognizes students attaining honor roll all year as well as attendance, and citizenship. Additional awards are also given to deserving students in areas that include reading achievement.

This is done for 1st – 5th grade students.

INTERNET USER INFORMATION

Every effort is made to dissuade students from accessing sensitive information through the Internet. Every student in grades Kindergarten through five must have an Internet User Agreement signed by the parent and student before being allowed to access the Internet.

COMMUNICATION

It is important for parents and teachers to confer frequently during the year about a child's progress. Conferences may be scheduled before school or during teachers' planning times. In addition, parents are encouraged to become acquainted with not only the child's classroom teacher but with other school personnel with whom the child interacts, such as the principal, assistant principal, guidance counselor, etc. Information regarding student performance is provided to parents through progress reports every 4½ weeks, report cards every nine weeks, and graded work sent home on a regular basis. Parents may also access their child's grades online through the FOCUS portal.

Each classroom has a telephone to assist in parent/teacher communication. All phone calls are routed through the office and during instruction; messages may be left on the voice mail system. Parents can also communicate with teachers or administrators through email. Always include the child's name and the focus of the email in the subject box. Please remember that situations may arise which prevent teachers from checking and/or responding to an email/phone call message in a timely fashion. Time sensitive messages should be handled by calling the school. Teachers will make every effort to return phone calls/emails within 24 hours during times that they are not teaching or supervising students. A personnel directory may be accessed from the school's website. Crawfordville Elementary School's Website Address: www.wakullaschooldistrict.org/ces/ or wakulla.schooldesk.net. Schools in the Wakulla County School District are also a part of the "One Call" communication service, a service that provides school and District leaders the ability to reach all parents, faculty and staff with time-sensitive information within minutes. The One-Call system is used to inform all stakeholders

of school closures and contingency plans due to severe weather, issues arising from pandemics, and updating/reminding parents of school news and events.

BE A VOLUNTEER!

Due to COVID 19 we will be unable to have volunteers in our buildings. The safety of our students and community is our top priority. Parents are their child's first teacher.

Because you are so important in the educational process, we want to promote a home-school relationship by requesting your assistance as a school volunteer. It has been our experience that parents who are interested in spending time with their children and support the educational efforts of the school, have a positive influence on children's attitudes and their achievement.

Be a part of our volunteer group and find out how you can help the children, the teachers, and yourself. For further information please contact Dean of Students, Mrs. Sparkman or our Volunteer Coordinator for details. **YOU ARE WANTED AND NEEDED AT OUR SCHOOL!**

CRAWFORDVILLE PTO

The PTO is an important part of Crawfordville School's successful atmosphere. It's goals are to promote overall quality and constant improvement of the educational capabilities of the school; to provide a forum for the exchange of information and ideas among parents, teachers, and school administrators; to provide an informational liaison between the school and the community and to provide opportunities for children to display work and/or perform for parents and other community members. All parents and guardians having children in attendance at the school, teachers and staff currently employed at the school, and current administrators of Crawfordville Elementary School comprise the membership of this organization. You are cordially invited to be an active member of this organization. Written notices of each meeting will be sent home with each student. Remember parents, this is your organization--WE NEED YOU!

FIELD TRIPS

Please make sure your child has a signed field trip permission form with up-to-date information. Students will not be allowed to attend field trips unless a signed form is in the possession of his/her teacher. School Board policy states that students must use school transportation going both ways on field trips. Exception to this rule is only made if a student is to ride home with his/her own parents. This must be arranged prior to the field trip by writing a note and having it approved by the administration. In order to chaperone a field trip, parents must register as a volunteer by logging on to the school district website (www.wakullaschooldistrict.org or wakulla.schooldesk.net) and click on the link for volunteers and attend a Volunteer Orientation Training. Registration must occur at least three days prior to the trip and approval granted by district administration.

PROMOTION PROCEDURES

Student progression decisions are the responsibility of the principal, made in conjunction with teacher recommendations. The options available to the school principal are directly related to the student's academic achievement and the student's ability (academically, socially and emotionally) to handle the rigor of the next grade. At the beginning of the school year, diagnostic testing is administered as appropriate and parent conferences are held as needed to assure that parents are aware of student academic needs. Throughout the school year, student data is reviewed and the Intervention Support Team (IST) convenes to review data and plan interventions for any student not making adequate progress with Tier 1 instruction. Teachers continue to use progress monitoring tools to judge student growth and progress updates, including parent contacts and Tier II/Tier III intervention as needed/deemed appropriate by the IST Team.

SCHOOL ADVISORY COUNCIL

School Advisory Council members are elected to serve and include faculty and staff members, parent members, community and business members, and the principal. They are elected to serve annually. The School Advisory

Council solicits information which will assist in meeting the needs at Crawfordville Elementary School. This information is used to generate goals and plan activities. Progress toward these goals is assessed and reported. Meetings are open to all students, teachers, parents, and community members. Copies of the School Board approved plan are available upon request at the beginning of each school year and available on the school's website.

FESTIVAL – COUNTRY FAIR

This is organized and supported by our teachers, staff, volunteers and administration.

PATRIOTIC PROGRAMS

1003.44 Patriotic programs; rules.

(1) Each district school board may adopt rules to require, in all of the schools of the district, programs of a patriotic nature to encourage greater respect for the government of the United States and its national anthem and flag, subject always to other existing pertinent laws of the United States or of the state. When the national anthem is played, students and all civilians shall stand at attention, men removing the headdress, except when such headdress is worn for religious purposes. The pledge of allegiance to the flag, "I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all," shall be rendered by students standing with the right hand over the heart. The pledge of allegiance to the flag shall be recited at the beginning of the day in each public elementary, middle, and high school in the state. Each student shall be informed by a written notice published in the student handbook or a similar publication pursuant to s. 1006.07(2) that the student has the right not to participate in reciting the pledge. Upon written request by his or her parent, the student must be excused from reciting the pledge, including standing and placing the right hand over his or her heart. When the pledge is given, unexcused students must show full respect to the flag by standing at attention, men removing the headdress, except when such headdress is worn for religious purposes, as provided by Pub. L. ch. 77-435, s. 7, approved June 22, 1942, 56 Stat. 377, as amended by Pub. L. ch. 77-806, 56 Stat. 1074, approved December 22, 1942.

EDUCATIONAL CHOICE OPTION

FS 1003.3101: If a parent or guardian wishes to request his or her child be transferred to another classroom teacher, they need to contact the principal or the principal's designee. This does not give a parent the right to choose a specific classroom teacher. Schools will approve or deny the transfer within 2 weeks after receiving a request. If a request for transfer is denied, the school must notify the parent and specify the reason for the denial.

The School Improvement Plan can be accessed through the school's website.

2018-2019 School Financial Report
Educational Funding Accountability Act, Sec. 1010.215. F.S.

Wakulla County School District
Crawfordville Elementary

Revenues						
	<u>School</u>	<u>%</u>	<u>District</u>	<u>%</u>	<u>State</u>	<u>%</u>
Federal	\$ 591,406	15.07%	\$ 4,719,637	10.80%	\$ 3,531,298,510	13.38%
State/Local (Excludes Lottery)	3,320,926	84.60%	38,885,322	88.99%	22,820,063,633	86.49%
Lottery	1,894	0.05%	16,316	0.04%	9,711,526	0.04%
Private	11,357	0.29%	75,601	0.17%	23,411,811	0.09%
TOTAL	3,925,583	100%	43,696,876	100%	26,384,485,480	100%

PER FULL-TIME EQUIVALENT STUDENT				
<u>Operating Costs</u>	<u>School</u>	<u>District</u>	<u>State</u>	<u>Total School Costs</u>
Teachers/Teacher Aides (Salaries/Benefits)	\$ 4,029	\$ 4,086	\$ 4,895	2,273,712
Substitute Teachers (Salaries/Benefits)	See Footnote {1}	-	-	
Other Instructional Personnel	766	864	1,064	432,307
Contracted Instructional Services	150	267	235	84,714
School Administration	365	535	599	206,178
Materials/Supplies/Operating Capital Outlay	195	245	240	110,070
Food Service	476	473	548	268,692
Operational and Maintenance of Plant	833	938	971	470,368
Other School Level Support Services	141	157	236	79,542
TOTAL SCHOOL COSTS	6,955	7,565	8,788	3,925,583

PER FULL-TIME EQUIVALENT STUDENT				
<u>Additional Detail Information</u>	<u>School</u>	<u>District</u>	<u>State</u>	<u>Total School Costs</u>
<u>Teacher/Teacher Aides (Salaries/Benefits)</u>				
Basic Programs	\$ 3,377	\$ 3,476	\$ 4,051	\$ 1,570,464
ESOL Programs	1,863	3,145	4,912	745
Exceptional Programs	7,096	6,114	7,559	702,503
Vocational Programs	-	2,623	4,201	-
Adult Programs	-	-	-	-

PER FULL-TIME EQUIVALENT STUDENT				
<u>Materials, Supplies, Operating Capital Outlay</u>	<u>School</u>	<u>District</u>	<u>State</u>	<u>Total School Costs</u>
Textbooks	\$ 83	\$ 98		\$ 47,049
Computer Hardware and Software	\$ 14	\$ 33		\$ 8,039
Other Instructional Materials	\$ 54	\$ 58		\$ 30,315
Other Materials and Supplies	\$ 44	\$ 49		\$ 24,667
Library Materials and Supplies	\$ 9	\$ 4		\$ 4,954

{1}-Total Cost of Substitute Teachers: \$ 14,830

District Costs: The amounts above represent only school-level costs. No district-level costs have been included. District costs such as transportation and administration for Wakulla school district totaled \$6,043,568 or \$1,243.26 per FTE.