

## IMPORTANT INFORMATION

**STRIVE to ARRIVE  
by 7:35am!**

### School Hours

**7:40am – 1:55pm**

**Students may not be on campus prior to 7:10am (unless enrolled in HOST)**

School Starts at 7:40 am. If a child is dropped off after the 7:40am bell they are **TARDY**.

Dismissal is at 1:55 pm. NO sign outs after 1:30pm.  
**Monday early release at 12:55 pm**

### Change of Way Home

All changes to your child's way home **MUST** be made in writing. We will **not** accept changes over the telephone or thru the Remind app and the teacher cannot accept verbal communication from your child to change their way home. In case of emergency – you may fax a change to the office **no later than 1:25 pm(12:25 on Mondays)**. The fax must include the child's name, teacher and your signature. It is your responsibility to make sure the fax was received by the office. **Fax: 651-2114**

### Uniforms

**Hugo Schmidt is a Mandatory uniform school.**

**Tops:** Solid Red, White, or Navy Blue – (Polo's or T's)  
**Bottoms:** Khaki or Navy twill, Denim (No frays or holes)  
**Masks:** Masks are optional for all students

### Absentee Line

If your child is absent, please call the 24 hour absentee line (**651-2110 option 1**) to report your child's absence. Please give your child's name, teachers name and reason for the absence.

### Newsletters

Monthly newsletters will post on our website at the beginning of every month. It contains important information regarding upcoming events happening at Hugo Schmidt. Please visit our website at: <http://schmidt.mysdhc.org/> A paper copy is available upon request.



### Illness

If your child becomes ill, the school nurse will contact you to make arrangements to pick your child up within 30 minutes. The clinic is not equipped to handle ill children for long periods. Please do not send your child to school if they have had a fever within the last 24 hours, excessive mucus from the nose, vomiting or diarrhea, a rash, any COVID symptoms, or head lice. For more information, you may contact our nurse – **Kacie Swaford at 651-2110 ext. 225**

### Student Emergency Card

Please make sure all telephone numbers and addresses are **accurate** and clearly written. Remember to put the name and telephone number of a person who can be contacted in case you cannot be reached. Please include your current email address. It is very important that this record be kept up to date.

### Breakfast & Lunch

Free Breakfast is served daily from 7:10am to 7:35am ONLY. Lunches are \$2.25 per student. A menu will be included with our monthly newsletter. If you have any questions or special needs, please contact our Student Nutrition manager, at **651-2110 ext. 232**

### Cell Phones/Electronic Devices

During school hours cell phones and other electronic devices are not to be activated or used in any manner by students and must be stored out of sight.

**\*WE SEE IT, WE TAKE IT\***

Parents, when entering the school building please turn off your cell phones. We will be able to better assist you when we have your full attention.

### \*\*\*Visitors\*\*\*

**DUE TO COVID, VISITORS ARE NOT ALLOWED ON CAMPUS AT THIS TIME.**

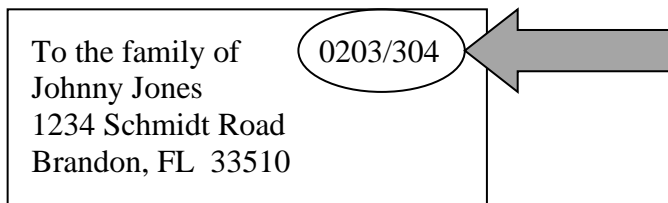
All visitors over 18 coming on campus are required to sign in using a Drivers License or State Issued ID. Please make sure that **all** people in your group have the required ID so that they may enter the campus. If you do not have correct ID, you **will not** be allowed on campus.

**NO CELL PHONE USE ON CAMPUS**

**Thank you for your cooperation.**

**STUDENT PLACEMENT:** To determine your child’s grade, teacher and classroom location, **use the mailing label on the front of this letter.** The number at the right hand corner denotes the grade and room number of teacher. The list below names the teacher by grade level and gives their classroom location.

**Example:**



The first two digits determines the grade level: 02 ~ 2<sup>nd</sup> grade  
(KG determines kindergarten)

The second two digits (03) determines the teacher

The last three digits after the slash (/) determine classroom location. Please use map to locate classroom.

<u>KINDERGARTEN</u>	<u>Gr/Rm</u>	<u>1<sup>ST</sup> GRADE</u>	<u>Gr/Rm</u>	<u>2<sup>ND</sup> GRADE</u>	<u>Gr/Rm</u>
Mrs. D. Anderson	KG01/123	Ms. K. Alvarez	0101/303	Ms. V. Bartlett	0201/308
Ms. A. King	KG02/121	Ms. L. Timothee	0102/309	Mrs. L. Scott	0202/302
Ms. K. Dufault	KG03/124	Ms. A. Gaither	0103/307	Ms. C. Gear	0203/304
Ms. A. Ehrentreu	KG04/122	Ms. C. Dennison	0104/311	Mrs. C. Perdomo	0204/310
		Ms. J. Garrison	0105/305	Ms. Y. Barrionuevo	0205/306

<u>3<sup>RD</sup> GRADE</u>	<u>Gr/Rm</u>	<u>4<sup>TH</sup> GRADE</u>	<u>Gr/Rm</u>	<u>5<sup>TH</sup> GRADE</u>	<u>Gr/Rm</u>
Ms. T. Whyte	0301/327	Ms. M. Salmon	0401/326	Ms. Torres	0501/338
Ms. A. Whitehead	0302/323	Ms. E. Ellis	0402/320	Mrs. C. Lucas	0502/339
Ms. T. Carey	0303/325	Ms. B. Simmons	0403/324	Ms. J. Tibbits	0503/333
Mrs. R. Moreno	0304/329	Ms. R. Hollifield	0404/322	Ms. S. McTaggart	0504/332
Mrs. S. Lobascio	0305/331				

<u>ESE</u>	<u>Gr/Rm</u>
Ms. F. Garcia	PreK-VPK/205
Ms. C. Lutz	PreK/ESE1/206
Ms. Ortiz-West	PreK/ESE2/401
Ms. K. Hendricks	ESE1/313
Ms. M. McCoy	ESE3/312

**THIRD, FOURTH, & FIFTH GRADE CLASSES MAY BE TEAM TEACHING AND HAVE MORE THAN ONE TEACHER. PLEASE CHECK WITH YOUR HOMEROOM TEACHER TO SEE IF THIS WILL APPLY TO YOUR CHILD.**

## 2021-2022 STUDENT CALENDAR

August 10 .....	Students First Day of School/7:40 a.m. - 1:55 p.m.
September 6 .....	Labor Day/ Student Holiday
October 8 .....	End of First Grading Period
November 11* .....	Veteran's Day/Student Holiday
November 22-26* .....	Thanksgiving Break
November 29 .....	Students Return to School
December 17 .....	End of Second Grading Period
December 20-31 .....	Winter Holidays
January 4 .....	Students Return to School
January 17 .....	Martin Luther King Jr. Day/Student Holiday
February 18 .....	No School
February 21 .....	President's Day/Student Holiday
March 7 .....	No School
March 11 .....	End of Third Grading Period
March 14-18 .....	Spring Holidays
March 21 .....	No School
March 22 .....	Students Return to School
April 15 .....	No School
May 27 .....	Early Release Day (11:25 a.m.)/Last Day of School for Students

\*Hurricane Day(s) if needed-11/11, 11/22, 11/23, 11/24, 11/26

**\*\*\*EARLY RELEASE MONDAY'S\*\*\***

**DISMISSAL @ 12:55pm**

**\*Except December 13<sup>th</sup>, release at 1:55pm**

# Supply List 2021-2022

## Hugo Schmidt Elementary

1250 Williams Road

Brandon, FL 33510

Phone (813) 651-2110, Fax (813) 651-2114

**Supplies may be brought in on  
"Meet Your Teacher" day**

### 5<sup>th</sup> GRADE

- 3 - dozen #2 Pencils
- 1 - Scissors
- 2 - Packs of college ruled notebook paper
- 1 - Pack of colored pencils
- 1 - Stylus (for use on a touch screen computer)-optional
- 1 - 1GB USB stick drive (optional)
- 1 - 3 prong pocket folders (1-Red)
- 1 - set sleeve dividers w/pockets
- 4 - Spiral College ruled notebooks
- 1 - three inch- 3ring binder
- 1 - Wireless mouse (Recommended)
- 1 - Set of earbud/head phones (place in ziploc/container w/name)
- 6 - Glue Sticks
- 1 - pk Pencil Cap Erasers

### 2<sup>nd</sup> GRADE

- 1 - Bottle of glue
- 24 - #2 pencils
- 1 - Small pair of scissors
- 2 - 24 count crayons
- 4 - Large pink erasers
- 4 - 2 pocket 3 prong folder (1 Red, 1 Blue, 1 Orange, 1 Green)
- 1 - 1" 3-Ring binder with pockets
- 4 - wide ruled Spiral notebooks
- 1 - Set of earbud/head phones (place in ziploc/container w/name)
- 4 - Glue Sticks
- 1 - Plastic pencil box (8 x 4 ½)

### 4<sup>th</sup> GRADE

- 1 - Pack of Glue Sticks
- 3 - Dozen #2 pencils (pre-sharpened)
- 2 - 1 inch 3-Ring Hard Sided Binder w/pockets
- 1 - Ziploc Bags (any size)
- 5 - 3 prong pocket folders (1-Blue for Music, & 4 any color)
- 6 - One-subject spiral notebooks OR 2 multi-subject notebooks
- 1 - Pack of colored pencils/crayons
- 2 - Command hooks (10 lb capacity)
- 1 - Set of earbud/head phones (place in ziploc/container w/name)
- 1 - Scissors (student size)
- 1 - Pencil pouch for binder

### 1<sup>st</sup> GRADE

- 1 - LARGE Pencil box
- 2 - 24 count box of crayons
- 1 - Scissors - child size
- 3 - Plastic 3-prong folder (1 Blue, 2 any color)
- 4 - Composition notebooks
- 1 - 1" 3-ring binder
- 1 - Pack dry erase markers (4 or more, any color)
- 1 - Set of earbud/head phones (place in ziploc/container w/name)
- 24 - #2 pencils
- 10 - Glue sticks

### 3<sup>rd</sup> GRADE

- 24 - #2 Pencils
- 1 - Scissors
- 1 - Water Bottle
- 4 - One subject Spiral notebooks
- 4 - 3 prong pocket folders (Red, Blue, Green, & Yellow)
- 1 - Small pencil pouch (No Boxes)
- 1 - Wireless Mouse
- 1 - Set of earbud/head phones (place in ziploc/container w/name)
- 1 - 24 count crayons
- 8 - Glue Sticks
- 1 - Hand Held Pencil Sharpener

### KINDERGARTEN

- 2 - Box 24ct. Crayola crayons
- 1 - 1 ½" White/Clear view D-ring binder
- 4 - Primary Ruled Composition notebooks
- 10 - Large glue sticks
- 24 - #2 pencils
- 1 - Small blunt-tip scissors
- 1 - Cloth Pencil Pouch
- 1 - Set of earbud/head phones (place in ziploc/container w/name)

1 - Complete change of clothes  
in a labeled Ziploc bag  
(Including underwear & socks)

**All Students  
must have a  
Water Bottle  
No taller than  
9 inches**

(Please label with  
Student's Name)



### \*\*Wish List in addition to Grade Level Supplies:

- Clorox Wipes
- Hand Sanitizer
- Hand Soap
- Box of Tissues
- Band Aids
- Paper Towels
- Plates - big & small
- Markers
- Copy paper (White or Color)
- Post-it Notes
- Expo Dry Erase Markers (any color)
- Black/Blue Pens
- Highlighters (assorted colors)
- Index Cards
- Ziploc bags (quart or gallon)
- Colored Pencils

**Please label  
your child's  
sweaters &  
jackets with  
their full name**



**\*All students should have a soft-sided  
NON-ROLLING Backpack\***

**HUGO SCHMIDT ELEMENTARY  
SCHOOL UNIFORMS  
2021-2022**

Hugo Schmidt Elementary School uniform colors are white, red or navy blue for shirts, blouses, sweatshirts or sweaters. Shirts and blouses should have collars and sleeves and all items should be plain, no pictures or logos. Fridays will be school spirit day and students will be allowed to wear Hugo Schmidt T-Shirts with their uniform pants. Uniform pants will be navy blue or khaki or **dark** denim material (NO holes or frays). Skirts, skorts, long shorts or jumpers may be worn instead of pants. Here are some other guidelines regarding school uniforms:

\*All clothes should fit the student appropriately and not be worn in a baggy style. All shorts and skirts must be at least fingertip length.

\*Mask must be worn on school property and must be school appropriate.

\*Shoes shall be worn. Thongs, house slippers or similar type shoes without backs or straps are unacceptable. Shoes should be appropriate and complementary to the uniform.

\*Socks or tights should be of a solid color, white or matching the school uniform.

\*Winter wear includes plain sweatshirts or sweaters without a logo in white, red or navy blue. On very cold days, students may wear a heavy coat of any design that can be removed once they are in their classroom.

\*Hats or caps shall not be worn in the building. Hats or caps may be worn during appropriate outside activities only.

\*Chains (other than jewelry) are not to be worn and/or brought to school.

\*The dress and grooming of pupils shall be that which contributes to the health and safety of the individual and which is non-disruptive to the educational activities and processes of a school.

Uniforms are available most retail stores or outlets.

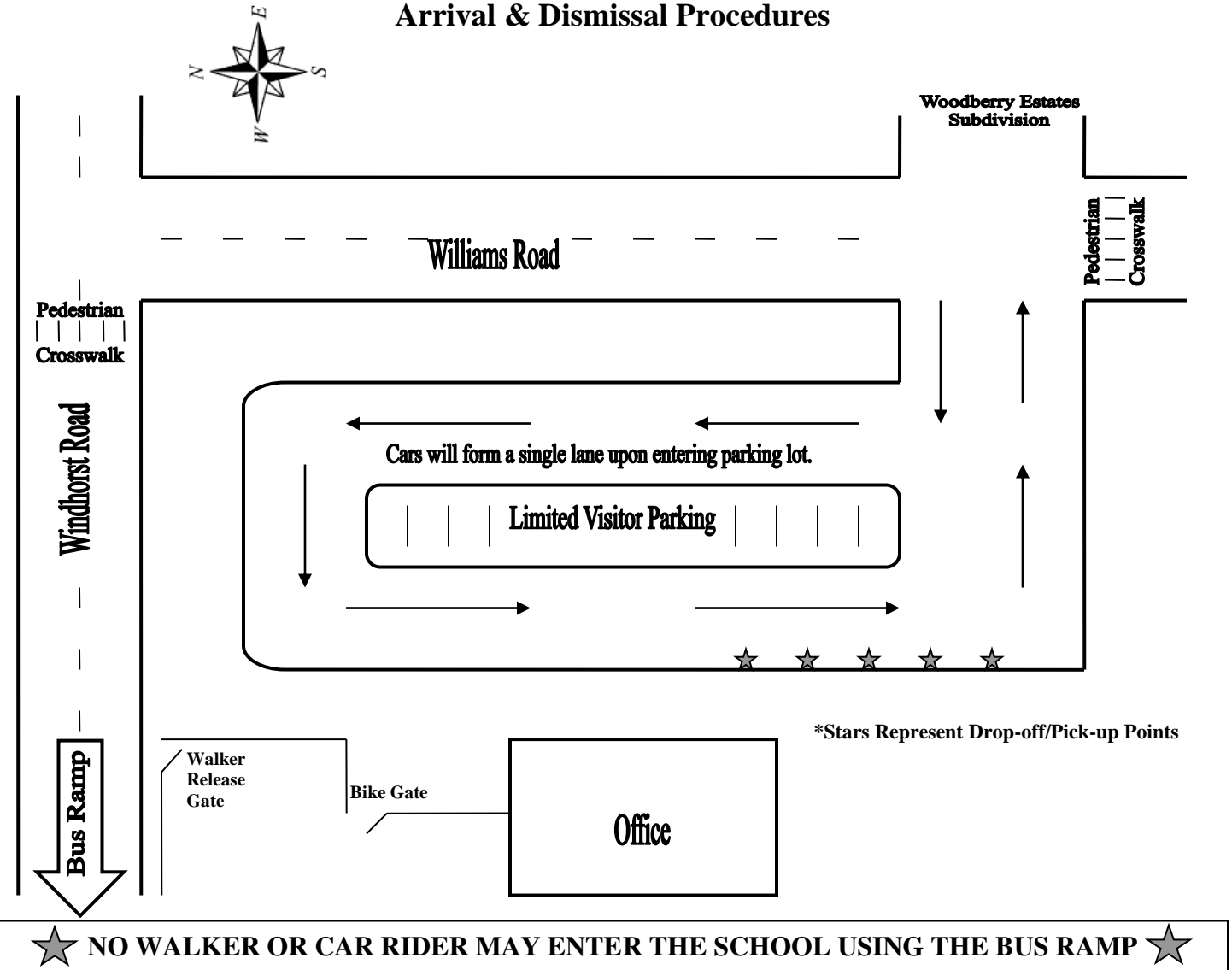
The school has a limited supply of gently used uniforms in our Clothes Closet for anyone who may not be able to afford uniforms.

The School Improvement Team & PTA is looking for businesses or families that would be willing to contribute to the uniform clothes closet either financially or through the donation of uniform clothing items. If you are capable of contributing, please contact the school office at 651-2110.

## Email Address 2021-2022

Jan Kelly	Principal	janet.kelly@hcps.net
Jessica Salzer	Asst. Principal	jessica.salzer@hcps.net
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Kacie Swaford	Nurse	kacie.swaford@hcps.net
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Shannon McTaggart	5 <sup>th</sup>	shannon.mctaggart@hcps.net
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Flora Garcia	Pre-K/VPK	flora.garcia@hcps.net
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Mircheny McCoy	ESE	mircheny.mccoy@hcps.net
Caroline Heimkreiter	VE	caroline.heimkreiter@hcps.net
Pamela Sylvester	VE	pamela.sylvester@hcps.net
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Karen Tang	Reading Resource	karen.tang@hcps.net
Becky Carlton	Math Resource	rebecca.carlton@hcps.net
Diane Levy	RTI Resource	diane.levy@hcps.net
Susan Carmichael	Speech	susan.carmichael@hcps.net
Martha Carrillo-Lopez	ELL Teacher	martha.carillo@hcps.net
Sean Brennan	Art	sean.brennan@hcps.net
Tony Negron	Music	antonio.negron@hcps.net
Jamar Camp	Music2	jamar.camp@hcps.net
Harlan Wooten	PE	harlan.wooten@hcps.net
Michael Coto	PE2	michael.coto@hcps.net
Catherine Twigg	HOST	catherine.twigg@hcps.net
Maricely Mendez	SNS Manager	maricely.mendez@hcps.net

# Hugo Schmidt Arrival & Dismissal Procedures



The map outlines where students will be dropped off or picked up. Student drop off and pick up will take place in the front of the school facing Williams Road. When arriving at school, cars will form a single lane as they enter the parking lot off of Williams Road. You must wait for the car line to move to the drop off point before your child exits the car. During the opening week of school, Schmidt staff will assist students to their classes. After the child exits from your car, please move forward. You will exit off of the campus back onto Williams Road. If you are turning right on Williams, please be careful of the pedestrian crosswalk as walkers and bike riders will be crossing from the Estatewood Subdivision. **Parking in the car lane is prohibited.** No one in the car lane should leave their car. **At this time, there will be NO Visitors on campus.**

Dismissal will also occur in the front parking loop. Parents will be given a **large card** to place in their **front window with the child's name clearly written**. Children will be supervised inside their classroom until your car is visible. Upon seeing the car sign, a staff member will call your child's name by radio to exit their classroom and proceed to the carline. **Please do not get out of your car to come and retrieve your child.** It will take children a little time to come to the front of the school until they have learned the procedure. Keeping children in the classroom is a safety measure that will keep them social distanced from others. Please find time before pick-up on the first day to make a sign for your car.

No pedestrians may enter the school using the bus ramp. Walkers must use the sidewalk leading to the front of the school. Upon dismissal parents who want to meet their child to walk home may meet them at the walker's gate located on the North East Corner along Windhorst Road. **No parent may park in the carline.**