WELCOME BACK!
FAMILY INFORMATION PACKET

2020-2021 School Year
Carisa Spires, Principal
Stacie Kagel-Hothem, Assistant Principal
Theme:
B.C. Graham Elementary School believes…Every Student will SHINE!
Success Happens Inside Everyone!

Vision Statement:
Educating the Head, Heart, and Hands

Mission Statement:
Teach, Learn, and Commit for Lifelong Success

School Website:  [http://graham.mysdhc.org](http://graham.mysdhc.org)
Hillsborough County Public Schools Website:  [www.sdhc.k12.fl.us](http://www.sdhc.k12.fl.us)

For help or assistance during the school year please call or see:

Carisa Spires - Principal
Stacie Kagel-Hothem – Assistant Principal for Elementary Instruction
Aimee Patel Guidance Counselor
Vonsohna Florestal – Social Worker
Shannon Quirey– School Psychologist
LaToya Lipsey – Principal’s Secretary
Brittany Nieves – Registration and Data Processing Clerk
Students and Parents:

Welcome to B.C. Graham Elementary School... Where Students SHINE to Success! The faculty and staff are committed to providing quality instruction that will allow students to excel to their academic potential. Our goal is inspire each and every student to become lifelong learners by working together as a team with parents and the community.

BREAKFAST

Breakfast is free for all students. Students who will be eating breakfast must be in the cafeteria no later than 7:35 a.m.

ATTENDANCE

Each student is expected to be in attendance each day unless they are ill or a family emergency arises. In accordance with state law, public schools are required to be knowledgeable of the absences of students enrolled in their schools. Therefore, we are requesting that you call the attendance line at 276-5408 (option 1) before 8:30 am to notify us of your child’s absence. Leave your name, your child’s name (spell the last name), the teacher’s name, the date, and the reason for the absence. Emergency Card must be updated in person whenever there is a change in address, telephone number or contact information. No changes to the Emergency Card will be taken over the telephone.

VISITORS AT SCHOOL

PHOTO ID IS REQUIRED AT ALL TIMES

Visitors must always check in with the office before proceeding to classrooms. This is for the protection of pupils and to control disruption of instruction in the classroom. Arrangements for all visits should be made in advance with the teacher or through the office via administration.

Important Volunteers

All volunteers and community partners must complete the online HCPS Volunteer Application each school year. Anyone who submits a volunteer application beginning July 1 will remain active in our system through June 30 or end of the fiscal year. A new application is scheduled to be available on July 1, the start of a new school year. This application should be submitted at least two-four weeks prior to any volunteer activity.*

*Allow longer for Level 2 Fingerprinting
BIRTHDAYS

Students’ birthdays will be recognized on the morning show. In order to protect the instructional day, no balloons, flowers, or gifts will be delivered to students. Birthday treats may be shared during lunchtime only.

DRESS CODE POLICY

B.C. Graham is a uniform school.

REGISTRATION CHECKLIST

A - New Kindergarten Student: (Must be 5 by Sept 1, 2020 of current school year)
___ Completed SER
___ Student Residency Form, verification of parent/legal guardian address by two forms of the following:
   ___ Homestead exemption   ___ Tax receipt   ___ Current electric bill
   ___ Contract for purchase of home   ___ Lease agreement   ___ Warranty deed
___ Verify birth date from birth certificate (not a hospital record of birth)
___ Physical Examination completed within the twelve months prior to the first day of attendance.
___ Immunization Records showing proof of proper immunizations,
   OR A medical exemption from Florida Department of Health
   OR A religious exemption on HRS form 681 available at the Florida Department of Health
___ Verify Social Security Number

B - Student coming from school with in Hillsborough County:
___ Completed SER
___ Student Residency Form, verification of parent/legal guardian address by two forms of the following:
   ___ Homestead exemption   ___ Tax receipt   ___ Current electric bill
   ___ Contract for purchase of home   ___ Lease agreement   ___ Warranty deed

C - Student coming from a public or private school outside of Hillsborough County:
___ Completed SER
___ Report Card or Transcript from the last school
___ Student Residency form, verification of parent/legal guardian address by two forms of the following:
   ___ Homestead exemption   ___ Tax receipt   ___ Current electric bill
   ___ Contract for purchase of home   ___ Lease agreement   ___ Warranty deed
___ Verify birth date from birth certificate (not a hospital record of birth)
___ Physical Examination completed within the twelve months prior to the first day of attendance.
___ Immunization Records showing proof of proper immunizations,
    OR A medical exemption from Florida Department of Health
    OR A religious exemption on HRS form 681 available at the Florida Department of Health
___ Verify Social Security Number