

# Chiaramonte Elementary School

Information for Students, Parents and  
Guardians



School Address 6001 S. Himes Ave, Tampa, Fl. 33611\* Telephone 813 272-3066  
School Web address <https://www.hillsboroughschools.org/chiaramonte>

**Chiaramonte Elementary School Handbook  
2024-2025**



# Chiaramonte Elementary School

**MANY LIONS, ONE PRIDE**

Dear Parents,

Welcome to Chiaramonte! As we embark on a new academic year, I am excited to extend a warm welcome to both new and returning families. Our dedicated team of educators and staff is committed to providing a nurturing and stimulating environment where every student can thrive and reach their full potential. This handbook was designed to set out the practices and procedures of our school and answer a good number of those “frequently asked questions.”

At Chiaramonte, we believe that education is a partnership between the school, parents, and the community. Together, we can create a supportive and engaging learning experience for our students. This Parent Handbook has been created to provide you with essential information about our school's policies, procedures, and programs. It is designed to help you understand our expectations and to ensure that your child has a successful and enjoyable school year. Above all, we are interested in the learning process - learning how to learn and how to apply skills and knowledge across an ever-increasing spectrum of experience. From the earliest age we ensure that children have an enjoyable experience of school and are motivated to learn and improve.

Please take the time to explore this handbook and use as a reference. Inside this handbook, you will find important details about school routines, communication channels, academic programs, and much more. We encourage you to read through the handbook carefully and to keep it as a reference throughout the year. Should you have any questions or need further clarification on any matter, please do not hesitate to contact the school office.

We value your involvement in your child's education and encourage you to participate in school events, parent-teacher conferences, and volunteer opportunities. Your support and engagement are vital to the success of our school community.

As we begin this new school year, let us work together to create a positive and enriching environment where our children can excel academically, socially, and emotionally. Thank you for entrusting us with the education and well-being of your child. I look forward to a productive and rewarding year ahead.

Kindest regard,  
Teresa Bode  
Principal



# Chiaromonte Elementary School

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## Chiaromonte Elementary School History

Chiaromonte Elementary School, built originally in 1972, bears the name of Mr.

Alfonso Chiaromonte. Our school was the first school named after a living person. Mr. Chiaromonte was the youngest to serve as a school board member at the age of 23 in Hillsborough County and at the time, also held the title for serving the longest. Considering his love for education and academics, he and his wife donated more than \$60,000 to ensure academic excellence was a priority and that all students were successful. The legacy of he and his wife live on as the past and current administrators strive to make sure that every student is a priority.



# Chiaramonte Elementary School

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**Please know that the safety and well-being of our students and staff is always our top priority.**

*Need help with something? We are here to help! Feel free to contact any of us at any time at 813-272-3066.*

<b>Person</b>	<b>Position</b>	<b>Helps With...</b>
Sabrina Tshiamalenge	Assistant Principal	Testing, Discipline, Report Cards, Student Schedule, Field Trips
Alison Pennigton	Data Processor	Attendance, registration, student information & records
Gracie Monte	Principal's Secretary	Scheduling meetings with administration, parent concerns, etc.
Sarah Putnam	School Counselor	Concerns about your child's social, emotional or academic wellbeing; 504 plans
Emma Stansfield	Social Worker	Community & family assistance, concerns about your child, attendance/tardiness
Renee Bostwick	ESE Specialist	IEP plans, IEP meetings, ESE transportation, academic & behavioral concerns, special needs support
Karen Williams	Student Nutrition	Meal plans and dietary restrictions
TBD	School Nurse	Medical information, allergies, medication, health concerns

**Your child's teacher should always be the first point of contact.**



# Chiaramonte Elementary School

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## Daily Arrival and Dismissal Procedures

### **Arrival 7:10-7:40 AM:**

Students may begin arriving on campus at 7:10 a.m. Upon entering, students will be directed to get a breakfast (if desired) or have a seat in the cafeteria until 7:25. At 7:25, students will be dismissed to the classrooms. The late bell rings at 7:40 a.m. for all students.

**\*Students who arrive after 7:40** must be escorted by their parent/guardian to the Main Office to sign in.

### **CLOSED CAMPUS/RESTRICTED ACCESS:**

Due to the Marjorie Stoneman Douglas Act, all HCPS campuses are considered closed campuses with restricted access during student hours. This is for the safety of our students and staff. **To ensure student safety, all visitors to our campus must sign in at the Main Office with a valid ID.**

### **Dismissal Times:**

- Dismissal begins at 1:55 p.m. and 12:55 on Mondays (Early Release)
- Please be prompt in picking your children up each day.
- VPK: Students who leave at 11:00 will be picked up by a parent at the front of the school. You will need to go to the black gate to the left of the main school entrance. The driveway will be closed. You will need to park and walk up. If your child is staying the full day, the car line can be utilized.



# Chiaramonte Elementary School

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## **New!! Car Rider Changes**

Car Rider Line: The car rider line is located off of Sterling Ave, behind the school.

**Please see the information below from the City of Tampa.** This is a new procedure for the 2024-2025 school year! All car pick-ups should be in the car line. **Please do not park or walk in the school's main parking lot, for safety reasons, you will not be permitted to take your child through the main lot during dismissal. Let's think about how this is going to work. Parents that live behind the school or families that walk will need a way to PU students. They had a "walk-up" tag. Let's rethink this and get feedback from other staff next week.**

Phase A;

Beginning in August 2024 and continuing through October 2024, both lanes of South Himes Avenue will be closed from West Iowa Avenue north to the Chiaramonte Elementary School parking lot located between Wyoming Avenue and West Oklahoma Avenue.

Phase B:

Beginning in October 2024 and continuing through early 2025, both lanes of South Himes Avenue will be closed from the Chiaramonte Elementary School parking lot located between Wyoming Avenue and West Oklahoma Avenue, and West Leila Avenue.

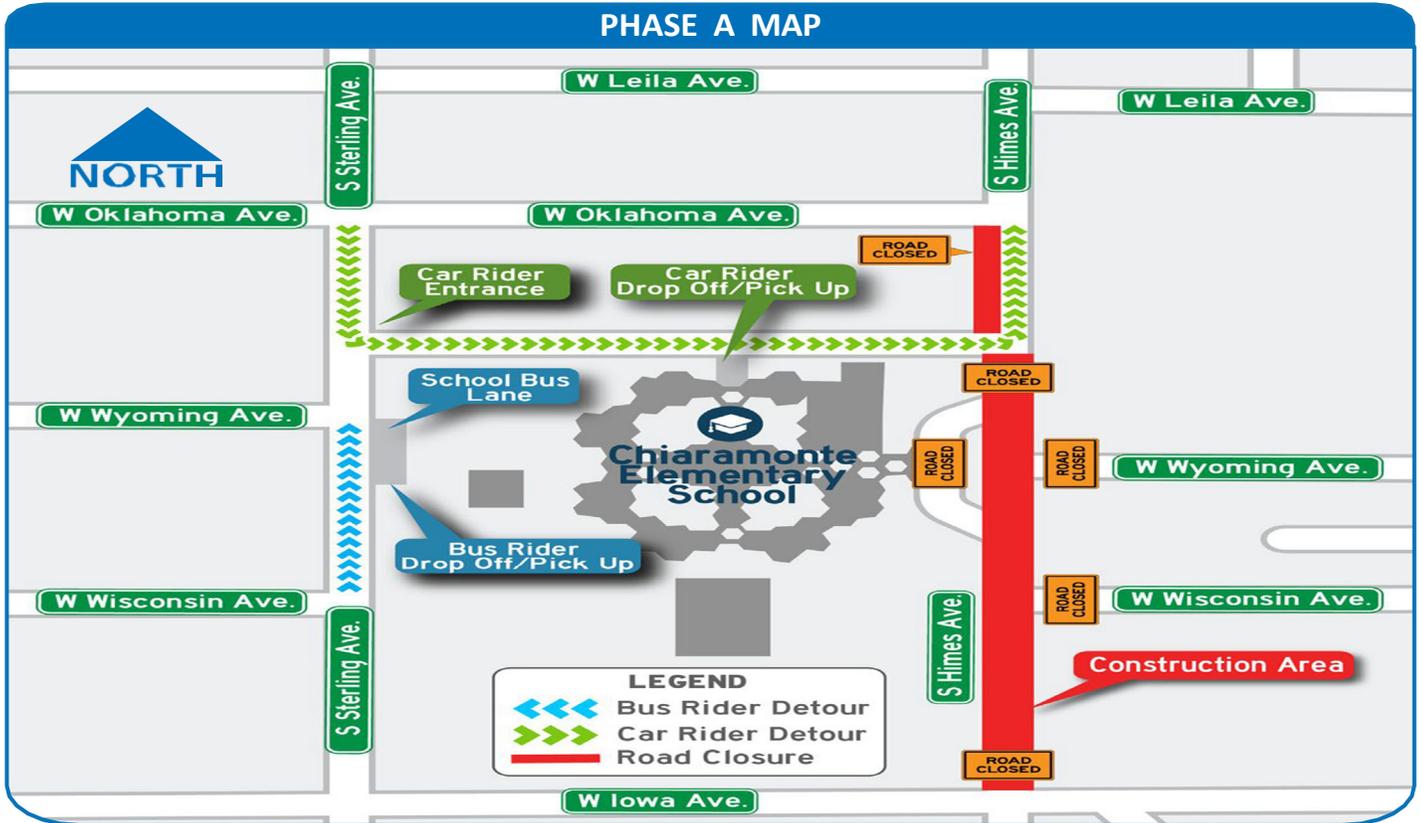
**Parents in the car line are not permitted to get out of their car at any time or park and walk up to pick up a child. Children will only be released to parents who are in the car line with a school issued car tag.**



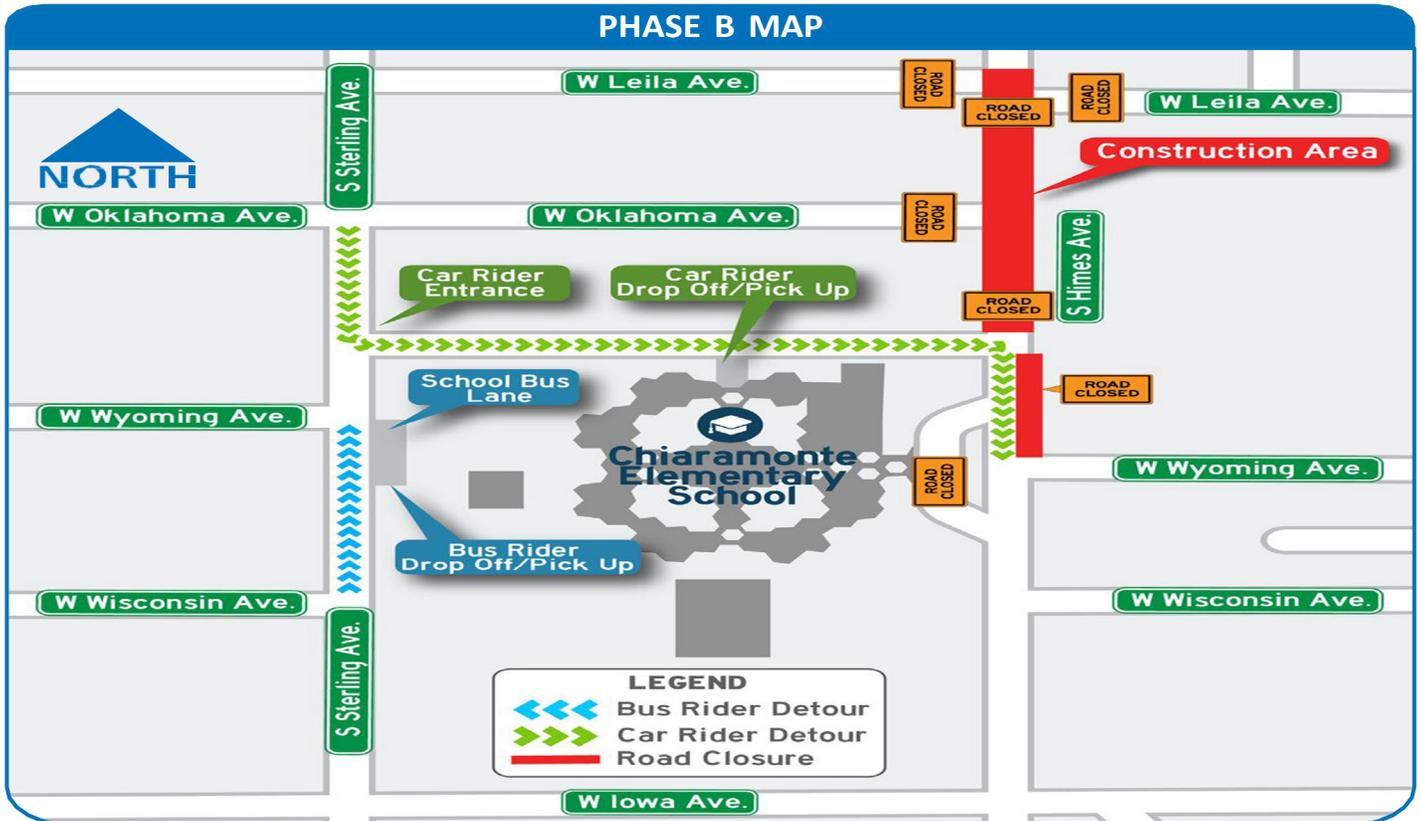
# Chiaramonte Elementary School

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## PHASE A MAP



## PHASE B MAP





# Chiaramonte Elementary School

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Walkers: **Only students who are truly walking home on their own will be dismissed from the front of the school.**

Parent Walk Up: This is only for parents who walk to our school campus to pick up their child. There is no parking available near campus for a park and walk-up option. Walk up parents will be directed through the Sterling Ave gate beside the car rider line entrance. Please walk up the grassy area alongside the building to the blue classroom door #603. There will be a posted Parent Walk Up sign. Please be prepared to show your parent pickup signs with your child's name so they can be called and released. There will be a teacher there to assist you.

## **Sign-In and Sign-Out Procedures**

Sign-In Procedures: Any student arriving to school after 7:40 a.m. MUST sign in **at** the main office **with a parent or guardian** and receive a tardy pass before heading to class.

Sign-Out Procedures: During school hours the principal or designee shall permit a child to leave school only in the custody of the following adults:

Legal Guardian of the student, with a valid photo ID or person listed on emergency contact card, with photo ID. Students may not be signed out after 1:25 p.m. This is for the safety of all of our students. Regular dismissal is at 1:55 pm. We appreciate your cooperation as we strive to maintain the safety of our students and the accuracy of our dismissal procedures.

*\*Please limit early sign outs and make every attempt to schedule your child's appointments outside of school hours.*

*\*Any change to your child's dismissal should be communicated through the student agenda, a written note from home, or a call to the front office. We ask that you only use these ways to communicate dismissal changes to ensure teachers are aware of your request to change the usual dismissal.*



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## Attendance

Attendance is critical to your child's success! Help us make this a priority by sending them to school on time every day. Good habits set the stage for academic success throughout high school and research shows that students who attend regularly perform better academically. Our goal is for all students to attend 90% or more of the time in class. This means limiting absences to less than 1 out of every 10 days (2 weeks) on average. When student attendance falls below 90%, a member of our Student Services team will contact you to create a plan to improve attendance.

Please help us protect instructional time by making every effort to schedule appointments and vacations outside of school hours. The only reason a child should be absent is when they are sick or have a family emergency. If your child does need to miss school, please contact our office at (813) 272-3060 to verify the absence and request it to be excused. Documents to excuse your child's absence can be sent to your child's teacher or to our main office.



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## **Parent Visitation on Campus**

While we welcome parent involvement and will host several events this year, instruction is always our top priority during school hours; therefore, we ask that you limit parent visitations on campus during instructional hours. On certain occasions, we allow parents to visit their child but ask that these visits be reserved for special circumstances to protect our instructional time. We also ask that outside food not be brought to students during school hours.

## **School Meal Information**

This school year, Chiaramonte is a part of the Community Eligibility Provision which allows all students enrolled to receive a free breakfast and lunch daily. We have a variety of choices and encourage all students to take advantage of the free meal options. Menus can be viewed through the Nutrislice app or found on the SNS website. Please arrive prior to 7:30 for breakfast so that your child has enough time to eat before instruction begins.

Snack Bar is also provided as a voluntary option for students. Money can be added to your child's Payment Plus account to be used for snack bar ala carte items. For more information view the document in the 1<sup>st</sup> day packet from Student Nutrition Services.



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## Uniforms

We are a uniform school. Students can wear a polo style top with a collar in; dark blue, light blue, white, and golden rod. They can also wear pants, shorts, or skirts that are khaki, blue or jeans. They cannot have holes and must be fingertip length. Students must also wear closed toe shoes. Open toe sandals and flip flops are not permitted. If you need assistance with school uniforms, please contact Ms. Stansfield, our school Social Worker.

## Home School Communication

**Weekly Parent Links**– provides information about the upcoming week via voice message and an email of the voice message. These are sent from Ms. Bode or Mrs. Tshiamalenge. We will also send **Text Message** reminders or event updates as needed. *\*Email address and cell phone number needed for this communication.*

**School Website**- Please visit our school website at:

<https://www.hillsboroughschools.org/chiaramonte>

**PeachJar**- the district and Chiaramonte will be using the HCPS PeachJar program to email electronic flyers to you using the email we have on file for you. *\*Email address needed for this communication*

**X**- Follow us on Twitter @HCPSChiaramonteHCPS for the latest and greatest happenings on campus! We use this more frequently than all other forms of communication, so you do not want to miss out!

**Facebook Page**- Chiaramonte Elementary School

**Important!** The contact information you provide on your **child's emergency card** is what we use to contact you. Please keep it up to date. Working phone numbers and email addresses are critical.



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## **Birthdays and Celebrations:**

Birthdays are important, especially for school-age children! We do allow parents to send in a small treat to be passed out during the child's regular lunch time. We do not allow any celebrations in the classroom that otherwise interfere with instructional time. If you would like to send in a small treat to celebrate your child's birthday, please contact your child's teacher to arrange for the treats to be given during the class lunch time.

**Any cupcakes or other treats must be store purchased and include the original label with a list of ingredients.** Several students have food allergies, and the labels must be checked prior to distributing to students. For this reason, homemade treats cannot be shared with other students.

## **Student Awards and Recognition**

In addition, each month one child from each class will be acknowledged for Student of the Month. Each Student of the month will be recognized at the end of the quarter awards. Parents of students who receive Principal's Honor Roll, Honor Roll, or Student of the Month may join their student for a short celebration after the awards ceremony in the media center.

### **Academic Awards**

Students are awarded for outstanding academic achievement, attendance, and service participation. Each nine weeks awards are presented at the Academic Awards Assembly to which parents are always invited.

#### **Principal's Honor Roll**

Straight A's or E's and no behavior indicators on the report card.

#### **Honor Roll Grades 3-5**

All A's and B's or E's and S's on the report card and no behavior indicators on the report card.

#### **Citizenship Award**

No indicators on the left side of the report card and demonstrate commitment in their learning and the designated behavior criteria for the grading period.

#### **Perfect Attendance Grades K-5**

No absences during the entire nine weeks.



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## Student Conduct

We understand that the learning environment is determined by the entire school community. However, it is also determined by each student's conduct. We believe in the positive reinforcement of good behavior.

Understanding how to behave properly as a student is an essential part of learning. Without a safe and secure learning environment the teacher cannot teach effectively, and the learner cannot learn. The Chiaramonte school-wide student behavior plan was established as a structure to support a calm and safe school environment while helping children develop self-discipline and a sense of responsibility. Chiaramonte is a PBIS (Positive Behavior Interventions and Support) School. Our goal is to reinforce positive behaviors and encourage students to make good choices throughout the school day.

Our goal is that all students and adults in the Chiaramonte community recognize that rules help to create a sense of safety and community. Rules help create a trustworthy environment, a respectful and caring climate for taking the risks necessary for learning. When the rules become a part of the school culture, more time is available for learning. The primary goals of our plan are:

- Teach students the qualities of good character including Trustworthiness,
- Respect, Responsibility, Fairness, Caring and Citizenship.
- Help children develop self-control and self-discipline.
- Teach children to be contributing members of a democratic community.
- Promote respectful, kind and healthy teacher-student and student-student interactions.

We know and recognize that everyone makes mistakes from time to time. What really matters is how we fix our mistakes and that we learn something from them. There are expected school-wide guidelines for conduct supplemented by guidelines in individual classrooms. We will follow The Student Code of Conduct as outlined by Hillsborough County.



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## School-Wide Expectations:

### **P – Prepared**

Arrive on time, Have the necessary supplies ready, and Be ready to learn

### **R – Responsible**

Monitor your work, Be accountable for your actions and future, Participate in class discussions

### **I – Integrity**

Complete your own work. Do good deeds. Use positive language. (Do the right thing even when no one is looking.)

### **D – Determined**

Keep trying! Continue working towards your goals. Ask clarifying questions. Set a goal to achieve it.

### **E – Excellence**

Do your personal best. Learn something new every day. Lead by example. Complete high-quality work

We use our PAWS (our routines and procedures) to show our PRIDE (school-wide expectations).



## **Participation**

(Who is doing the activity)



## **Activity**

(What is happening)



## **Words**

(Conversation level)



## **Success**

(Expectations for activity)



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## **Family Guidelines for Chaperoning School Field Trips**

We sincerely appreciate the time and effort it takes to drive on a field trip and chaperone our students. We want you to know that we appreciate your support in making these events positive and valuable learning opportunities.

Once a family member **21 years or older** commits to chaperoning it is expected that there will be follow through with this. Cancellation of this commitment requires 48 hours to allow staff to find a replacement chaperone.

- Chaperone assists teachers with supervising ALL children or a designated group of children.
- Chaperones should expect to be asked complete tasks necessary for the success of the trip.

### **How Do I Apply To Volunteer? *Volunteer Application and Guidelines Link Online or front office of school online***

The HCPS web-based Volunteer Application opens to all volunteers on July 1<sup>st</sup>. All volunteers and community partners must complete the HCPS online Volunteer Application each school year. Anyone who submits a volunteer application beginning July 1 will remain active in our system through June 30 or the end of the fiscal year. A new application is available on July 1, the start of a new school year.

Visit the website or scan the QR code

<http://www.sdhc.k12.fl.us/doc/1532/volunteer-services/about/about-376/>

