



# The ABC's of HVES Elementary 2022-2023



## Contact Information

<http://ccsdschools.com/harborview>

HVES Main Line - (843) 762-2749

Fax - (843) 762-6207

Registrations - ext. 61202

Guidance - ext. 61205

School Nurse - ext. 61206

Cafeteria - ext. 61211

Kaleidoscope - 843-762-6223

Principal- Mark Connors- [Mark.Connors@charleston.k12.sc.us](mailto:Mark.Connors@charleston.k12.sc.us)

Assistant Principal- Stacey Dickinson - [Stacey.Dickinson@charleston.k12.sc.us](mailto:Stacey.Dickinson@charleston.k12.sc.us)

Bookkeeper- Chanell McDaniel- [Chanell.McDaniel@charleston.k12.sc.us](mailto:Chanell.McDaniel@charleston.k12.sc.us)

Registrar-

Nurse- Courtney Farnham - [Courtney.Farnham@charleston.k12.sc.us](mailto:Courtney.Farnham@charleston.k12.sc.us)

*\*All staff emails are firstname\_lastname@charleston.k12.sc.us*

## Important Information

School Doors open at 7:00 am and the tardy bell rings at 7:25 am

**\*\*Students not in the building at 7:25am are TARDY\*\***

Dismissal begins at 2:15

*Early Release bell time: 12:25 pm*

*Half-Day bell time: 10:40 am*

SC Drivers License/Car Tag required to sign a child out of school

<p>Academic Calendar CCSD</p>	<p>The new school year will begin for students on Wednesday, August 17, 2022, and will end for students on Tuesday, June 6, 2023.  <a href="#">2022-2023 Calendar View</a>  <a href="#">2022-2023 Calendar List View</a></p>
<p>Arrival/ Dismissal</p>	<p><u>Arrival:</u>  Car Riders: Arrival procedures begin promptly at 7:00 am. Once your car is along the front sidewalk (along the fence or under the awning) students may exit the car. Please make sure students have said all of their goodbyes, have all of their materials ready to go, and are prepared to hop out of the car when you pull up to the drop-off zone. Staff will be outside to monitor arrival, but students are responsible for opening their own car door.</p> <p><b>**Please do not pull into the parking lot and let your student out of the car. Having students walk through the parking lot is a safety concern, and all cars must drive through the drop-off line**</b></p> <p>Students are considered tardy after 7:25am. After this time, an adult must bring the student into the office to sign them in.</p> <p><u>Dismissal:</u>  2:15: Car-riders and Walkers  2:17: Bus riders  2:25: Kaleidoscope  <b>**All students must be picked up by 2:50pm.**</b></p> <p>We have a new car-rider/walker dismissal system this year. All students will be issued a number (families with multiple students will all have the same number). Adults picking up students must have must have an official HVES identification tag to pick up students, these tags will have the student's number and not their name as we have done in previous years. This is an added security measure and will help streamline dismissal to be more efficient and timely. If you do not have the HVES identification tag with you, you must park and bring your driver's license into the office for your student to be released.</p> <p><i>*Please contact <a href="mailto:Stacey_Dickinson@charleston.k12.s.us">Stacey_Dickinson@charleston.k12.s.us</a> with any questions.</i></p>
<p>Attendance</p>	<p>Students must be signed in by a parent/guardian in the front office if arriving at 7:25 am or after. Please keep in mind on a normal school day, in order for your child to be marked present, they must attend school no less than 3.5 hours. Example: If you are signing in tardy due to a scheduled doctor's appt., you must sign your child in before 11:00 am for them to be counted present for the day. If you are signing your child out early, they must be signed out after 11:00 am to be counted present for the day. If your child is going to be absent, send an email to your child's teacher and "cc" the Data Clerk. Please be sure to state the</p>

	<p>reason for the absence.</p> <p>All parent written excuses and/or doctor's excuses must be sent in within three days of the child's returning back to school. Excuses must be emailed to the Data Clerk.</p> <p>Please note: there will be NO student sign-outs after 1:45 pm as we are preparing for dismissal.</p>
<b>Bus Services</b>	<p>First Student Bus Services -- 843-566-8142  <a href="http://www.ccsdschools.com/transportation">www.ccsdschools.com/transportation</a>  HVES Bus Code is: BHHV</p> <p>To find your bus stop, visit the transportation site link and select the Harbor View bus chart.</p> <p>Look for the bus stop with the nearest cross-street to you. The AM and PM times when the bus will be at this stop are on the chart. • Make a note of your bus number and the street name stop. Communicate this to your teacher.</p> <p>If you do not see a bus stop within 0.4 miles from your house, you can request a stop on the Transportation site.</p> <p>Plan to be at your bus stop 10-15 min early.</p> <p>There are instructions on how to sign up for bus delay notifications on the Transportation site. <i>Expect the first week of school to have delays!</i></p>
<b>Cafeteria</b>	<p>For daily breakfast and lunch menus, pre-pay accounts and meal applications visit:  <a href="http://www.ccsdschoolmeals.com">www.ccsdschoolmeals.com</a></p>
<b>Celebrations</b>	<p>Please reach out to your child's teacher if you wish to celebrate a birthday.</p>
<b>Communication</b>	<p>Website: <a href="http://ccsdschools.com/harborview">http://ccsdschools.com/harborview</a></p> <p>Facebook: <a href="https://www.facebook.com/groups/247606672087092">https://www.facebook.com/groups/247606672087092</a></p> <p>Twitter: <a href="https://twitter.com/HarborViewES">https://twitter.com/HarborViewES</a></p> <p>Weekly Newsletter: HVES Updates are emailed out every Friday.</p>

<p><b>Drop Off Materials</b></p>	<p>If you are dropping off materials after school starts for your student, please ring the doorbell and you will be let into the vestibule. Please place your item in the appropriate grade level bin with a sticky note and their name and teacher. Email your students' teacher and let them know you dropped off an item and they will get it when they have a moment.</p> <p>Please note that there is no guarantee it will get to your child the same day. If you forgot a lunch, we have free lunch all year and your student can pick up one of those. We also have water bottles here for any student that doesn't have one.</p>
<p><b>Family Friendly SC Learning Standards</b></p>	<p><a href="#">Family Friendly Learning Standards</a></p>
<p><b>Fact and Fee</b></p>	<p>Fact and Fee is August 15th from 2pm-4pm At this event you will:</p> <ul style="list-style-type: none"> <li>● Get your class assignment and meet your teacher</li> <li>● Pay instructional fees</li> <li>● Register for a new car tag/ walker tag</li> <li>● Drop of school supplies</li> </ul>
<p><b>Guidance</b></p>	<p>Our School Counselor is Mrs. Jordan Adams <a href="mailto:Jordan_Adams@charleston.k12.sc.us">Jordan_Adams@charleston.k12.sc.us</a></p>
<p><b>How to get involved</b></p>	<p>PTA – Look for a sign-up form in the first weeks of school. Becoming a member of the PTA is the best way to receive notices about events and volunteer opportunities. <a href="mailto:hvesptasc@yahoo.com">hvesptasc@yahoo.com</a></p> <p>School Improvement Council (SIC), email <a href="mailto:Stacey_Dickinson@charleston.k12.sc.us">Stacey_Dickinson@charleston.k12.sc.us</a> if interested</p> <p>Room Parent – Each classroom has a room parent to assist with communication. Check with your child's teacher for details on how to volunteer for this position.</p>
<p><b>Kaleidoscope</b></p>	<p>Harbor View's Kaleidoscope director is Mrs. Leslie Medlin. <a href="mailto:Leslie_Medlin@charleston.k12.sc.us">Leslie_Medlin@charleston.k12.sc.us</a></p> <p><a href="https://www.ccsdschools.com/Page/2640">https://www.ccsdschools.com/Page/2640</a></p> <p>Kaleidoscope is a district-led after school and summer camp program. Questions about the HVES Kaleidoscope program should be directed to 843-762-6223.</p>
<p><b>Mission Statement</b></p>	<p>Harbor View educates the whole child by providing a meaningful, integrated curriculum in a safe, attractive environment with the help of valuable community resources, preparing our students to responsibly assume citizenship in a competitive society.</p>

<p>Nurse</p>	<p>Our School Nurse is Courtney Farnhan, you can reach her at 843-762-2749</p> <ul style="list-style-type: none"> <li>• The school nurse should be notified of all health issues.</li> <li>• Daily/Emergency medications must be dropped off and accompanied by a doctor's signed instruction sheet.</li> <li>• Parents will be contacted by the nurse regarding all major illnesses and incidents.</li> <li>• Throughout the year preventive health may be offered through the school, (flu shots, vision tests, etc). You will receive notification of these events in school communications.</li> </ul>
<p>PTA</p>	<p>The Harbor View PTA is dedicated to supporting the teachers, students and staff of HVES. As a PTA, we provide the students with a wide array of fun and educational opportunities and are able to do so with donations and the help of volunteers! Please sign up to become a PTA member!</p> <p>Any questions, please email: <a href="mailto:hvesptasc@yahoo.com">hvesptasc@yahoo.com</a></p>
<p>Registration</p>	<p>ALL Students must register for the 2022-2023 school year. (New and Returning)</p> <p><a href="http://www.ccsdschools.com/registration">www.ccsdschools.com/registration</a></p> <ul style="list-style-type: none"> <li>• Registration questions may be directed to <a href="mailto:Stacey_Dickinson@charleston.k12.sc.us">Stacey_Dickinson@charleston.k12.sc.us</a></li> </ul>
<p>School Security</p>	<p><u>All</u> school visitors must bring a valid SC Driver's License as ID with them <u>every</u> visit. Identification is always required to pick up a student. If someone other than the parent/guardian is picking your child up early from school, a handwritten note with that person's full name as it appears on their driver's license and time of pickup must be sent in with the child that morning. The school office nor the teacher can accept phone calls, emails, faxes, or text messages. This policy is put into place for the safety of our students.</p> <p>Visitors should ring the school doorbell and identify themselves and their purpose for visiting before entering the building.</p> <p>Fire, hurricane/tornado, and lock-down drills are conducted regularly.</p> <p>To help with our youngest students, CD and K5 students will have a red tag placed on their backpacks with student information (name, class, bus stop or afterschool program).</p> <p>All car riders will be given a car rider identification tag. This must be displayed on the rearview mirror during pickup.</p>

<p><b>School Supplies and Instructional Fees</b></p>	<p><a href="#">2022-2023 HVES School Supply List</a>  Pay Fees Online <a href="https://hves.revtrak.net">https://hves.revtrak.net</a></p>
<p><b>Student Number</b></p>	<p>All students are assigned a PIN number upon registration. Check with your child's teacher or the front office for this PIN if you do not have it prior to school start.</p> <p>Student PIN numbers stay with them through graduation and are used to help identify the student for meal payment, student records, online education portals identification, K5 tags etc.</p>
<p><b>Tardies</b></p>	<p>Once a student receives five tardies, a parent letter will be sent home. After that, If the student receives two additional tardies, the parent will be required to come in for an administrative conference to problem solve.</p> <p>If your student is at our school on an Approved District Transfer, you may not receive more than five (5) tardies in one semester or 18 weeks or you risk having your transfer revoked.</p>
<p><b>Truancy</b></p>	<p>SC State Law says a child is truant if they miss (3) consecutive or (5) cumulative days absent in a school year that is not due to illness, medical, bereavement or legal reasons. Vacations and/or out of town trips, scheduled within the 180 day school year are not considered excused absences and may result in your child reaching a "truant status". Once a child is considered "truant", an administrative conference will be required to put a "Truancy Intervention Plan" into place for the remainder of the school year.</p>
<p><b>Volunteers</b></p>	<p>We love and appreciate our volunteers! Guidelines will be updated when we have received updated guidance from our CCSD/MUSC task force for the 2022/2023 school year</p>