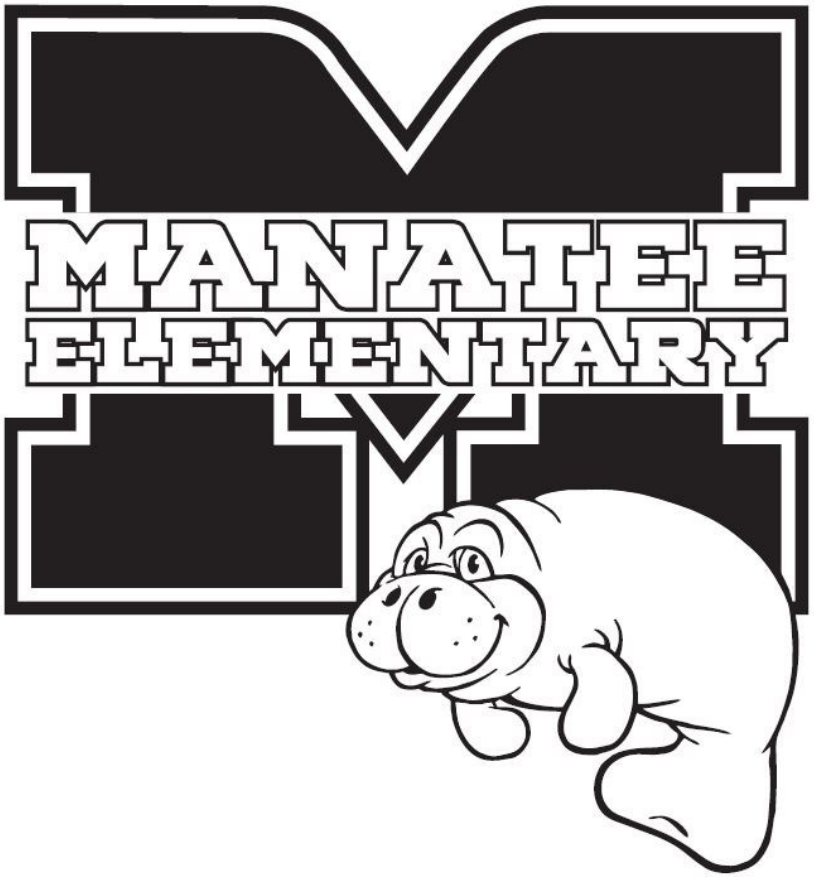


Parent / Student Handbook & Calendar

2026-2027

3425 Viera Blvd., Viera, FL 32940

Tel: (321) 433-0050 **Fax**: (321) 735-9737

ManateeElementary@brevardschools.org

Mrs. Ilea Trahan
Assistant Principal

Mrs. Shannon Daly
Principal

Ms. Courtney Shiffrin
Assistant Principal

NON-DISCRIMINATION NOTICE

SCHOOL BOARD OF BREVARD COUNTY

Educational Services Facility
2700 Judge Fran Jamieson Way
Melbourne, FL 32940-6601

SUPERINTENDENT

Dr. Mark J. Rendell, Ed.D.

SCHOOL BOARD MEMBERS

Matt Susin, Chairman • Megan Wright, Vice Chairman •
• Katye Campbell • Gene Trent • John Thomas

The School Board of Brevard County, Florida does not discriminate on the basis of race, color, national origin, sex (including sexual orientation, transgender status, or gender identity), disability (including HIV, AIDS, or sickle cell trait), pregnancy, marital status, age (except as authorized by law), religion, military status, ancestry, or genetic information or any other factor protected under applicable federal, state, or local law. The district also provides equal access to its facilities to the Boy Scouts and other patriotic youth groups, as required by the Boys Scout of America Equal Access Act. The School Board of Brevard County is in compliance with the Americans with Disabilities Act of 1990 (ADA) and the Amendment Act of 2008 (ADAA), the Florida Education Equity Act of 1984, Age Discrimination Act of 1967 and Section 504 of the Rehabilitation Act of 1973, Civil Rights Act of 1964 including: Title II, Title VI, and Title VII, United Stated Education Amendments of 1972 - Title IX, Age Discrimination in Employment Act (ADEA), and Individuals with Disabilities Act (IDEA). If you have questions, concerns, or wish to report possible violations involving any of the above or below items, please contact the below for assistance:

For concerns involving the public or students, including Title IX, IDEA, 504, and Equity and Diversity matters contact:
Title IX Coordinator
Cathleen Erdmann
2700 Judge Fran Jamieson Way
Melbourne, FL 32940
(321) 633-1000, Ext. 11280
erdmann.cathleen@brevardschools.org

For concerns involving employees or job applicants contact:
Director of Professional Standards and Labor Relations
Rosemary Browning
2700 Judge Fran Jamieson Way
Melbourne, FL 32940
(321) 633-1000 Ext. 11265
browning.rosemary@brevardschools.org

Lack of English language skills will not be a barrier to admission and participation. The district may assess each student's ability to benefit from specific programs through placement texts and counseling, and if necessary, will provide services or referrals to better prepare students for successful participation.

Reasonable accommodations are available for persons with disabilities to complete the application and/or interview process. Applicants/Individuals with disabilities requesting accommodations under the Americans with Disabilities Act (ADA) may contact the Director of Professional Standards and Labor Relations for assistance. Educators are required to follow the Principles of Professional Conduct of the Education Profession in Florida (State Board of Education Rule 6B-1.006, FAC). To report alleged educator misconduct, contact Rosemary Browning, Director of Professional Standards and Labor Relations at 321-633-1000, ext. 11265 or pslr@brevardschools.org. In the event that the district is not able to resolve your concerns, consider contacting the U.S. Department of Education, Office of Civil Rights for assistance. This Publication or portions of this publication can be made available to persons with disabilities in a variety of formats, including large print or audiotape. Student requests for this information should be made to the Office of Exceptional Student Education Program Support, (321) 633-1000, ext. 11520, at least two (2) weeks prior to the time you need the publication.

MISSION STATEMENT

Our Mission is to serve every student with excellence as the standard

At Manatee Elementary, we are proud to continue our tradition of excellence. Our recent FAST results place us among the top 50 elementary schools in the state and as one of the highest-performing schools in Brevard County. This incredible achievement is a testament to the dedication of our students, staff, and supportive school community.

As we celebrate this success, we are already setting our sights ahead. We are on target and ready to aim higher as we look toward even greater success in the 2026–2027 school year. With strong momentum and a shared commitment to growth, we are excited to continue reaching new milestones together.

We warmly invite you to be an active part of the Manatee Elementary family. Inside this calendar, you'll find everything you need to stay informed—from how to become a registered volunteer, to school policies, key dates, and special programs. We encourage you to take a few moments to review it and get involved.

It's going to be a fantastic year, Manatees!

Shannon Daly
PRINCIPAL
MANATEE ELEMENTARY SCHOOL
321-433-0050

Calendar Contents

Through the first several pages of the Parent/Student Calendar and Handbook, you can find important information about our school, in addition to, the programs with which you and your child can get involved. Also included are pages with details about these specific topics:

- Student Arrival/Dismissal Procedures and Transportation
- Attendance Policy and Vision/Hearing Screening
- Fall Festival and Fall Book Fair
- Box Tops for Education and Science Fair
- Manatee Gives Back and Community Outreach
- Office Contact and Technology
- Family Game Night and Lost & Found
- Field Day and Faculty Softball Game
- Miscellaneous information and a notes section are provided for your convenience.

Communication Resources

In the event you have questions/concerns about upcoming events at our school or announcements in general, please look to the following resources for additional information:



- Electronic marquee in front of the school
- School newsletter
- Classroom newsletters
- Classroom teachers' websites
- School emails
- Manatee Elementary's webpage (http://www.BrevardSchools.org/o/mes)
- Facebook page (www.facebook.com/ManateeViera)

MANATEE ELEMENTARY'S ACCOMPLISHMENTS



NATIONAL BLUE RIBBON SCHOOL OF EXCELLENCE

Manatee Elementary School has achieved the following awards:

- ATTAIN Award (Achievement Through Technology and Innovation)
- Excellence in Physical Education Award
- State PE and Southeastern Region Teacher of the Year
- Power Library Award
- National Model School of Professional Learning Community as Work Award
- 5-Star Cafeteria Award
- Gold Star Volunteer Award
- Action for Healthy Kids school grant
- U.S. Department of Education Green Ribbon School
- Perfect Audit
- Florida Arts Model Schools State Designation
- FOCUS Achievement Award
- Florida Purple Star Campus

STUDENT SAFETY AND SECURITY

Student Check Out

Only the parent, guardian, or emergency contact listed in FOCUS or student pick up card will be permitted to check out a child from school. Students will be called to the office for checkout; please do not go to your child's classroom.

Identification will be required for all student check outs.

Under no circumstances will students be allowed to leave school before regular dismissal unless signed out in the office and accompanied by a parent or guardian.

No student check outs will be permitted after 2:00 p.m.

(1:00 p.m. on early dismissal days).

All changes for student dismissal must be sent in writing.

We will not accept dismissal changes over the phone. Thank you for following and understanding the importance of this safety rule. Any student that checks out before noon and does not return, will not receive credit for attendance that day.



Accident Concerns

All accidents occurring at school are reported to the office and appropriate paperwork is completed. Student accident insurance is optional. It is the parent's responsibility to provide insurance for a student in case of an accident at school.

DRESS CODE

The following represents a minimum dress standard for all students to follow:

Head

1. No hats, curlers, bandanas, or sunglasses (unless prescribed by a physician) are to be worn in the school building or hallways.
2. Extreme hairstyles, hair colors, or make-up that is disruptive or does not allow direct eye contact is prohibited.

Upper Garments

1. Garments must be of a length and fit that are suitable to the build and stature of the student. The cut of sleeveless garments must not expose undergarments or be otherwise immodest.
2. Strapless garments are prohibited. Straps of permitted garments must be a minimum of 2 inches in width. (Tube tops and halter tops are prohibited.)
3. Necklines of all upper garments must be modest. Low cut necklines are prohibited.
4. Excessively large or baggy clothes, which may conceal dangerous items or be a safety hazard, shall not be worn.
5. Upper garments must adequately cover the waistline and must not expose the midriff while the student is performing normal school related activities (studying, retrieving books, raising hands, etc.).

Lower Garments

1. Pants shall conform to the build and stature of the student; shall be worn at the waist; and shall not extend below the heel of the shoe in length. Pants shall have no holes or rips.
2. Undergarments shall not be visible. (Sports bras are considered undergarments.)
3. Dresses and skirts must reach mid-thigh.
4. Shorts must have clearly discernible inseams of reasonable length and cover the buttocks. Short shorts are prohibited.
5. Garments must be of a length and fit that are suitable to the build and stature of the student.

Footwear

Students in K-6 must wear shoes that are safe and appropriate for recess and physical education. Tennis shoes are the suggested footwear.

Please visit the School Board website, Parents and Students page, Student Handbooks, Code of

Brevard Public Schools Volunteer Process

Any person working in the classroom, around the school, helping with classroom festivities, or attending field trips will need to be a Registered Volunteer.

Any questions can be directed to Maria Dishaw and Gigi Peedin, Office Clerks at Manatee Elementary.

- Access www.brevardschools.org, click on Parents & Students and then Volunteer Information, then look on the left side to select Volunteers or scan here for mobile access:
- Complete the Volunteer Application.
- Complete the fingerprinting at the BPS Educational Services Facility- Office of District and School Security.
- Applicants will be notified upon approval of application.

Registered Volunteer status is only valid for one calendar year and details on the renewal process are available with the application. It can take several weeks for applications to be approved. There are no exceptions to chaperoning field trips without this approval. Please be sure to complete the application or renewal process well in advance of volunteering at Manatee.



CAR ARRIVAL AND DISMISSAL PROCEDURES

- For safety reasons: Under no circumstances are students to be dropped off or picked up on either Viera Blvd. or Tavistock Dr.
- Students are to be dropped off/picked up in the designated lane in front of the school. Parents are asked to pull through to the end of the drop off and pick up area before unloading and loading students.
- Cars are not permitted in the bus area.
- Golf carts are not allowed on school property during school hours.
- Please do not use your cell phone in the car loop.
- Please do not park your car in the car drop off/pick up area. If you must park, please park in the front parking lot and escort your child to and from the building. Parents must walk their students across the crosswalk to the front door (morning drop off only).
- During afternoon dismissal, parents are **not** permitted to park in the school parking lot to pick up walkers.
- Parents are asked to hang a sign in the front window stating the student's name and grade. These signs will be made available by the school at registration. Vehicles without the school provided pick up sign (or a photocopy of that sign) should be prepared to stop for an ID check in the car loop.
- **Important: All changes for student dismissal must be sent in writing. We will not accept dismissal changes over the phone.**

Parking

Please utilize the paved lot in front of the school off of Viera Blvd.

Bicycles/Skateboards

An area is provided for parking of students' bicycles. The school is NOT responsible for damage to or theft of any bicycle brought to school. Students who ride bicycles to school may use locks for security reasons. All skateboards and scooters must be left in the bicycle rack area.



For the safety of everyone, please obey campus speed limit of 5 mph.

Please Note: Students are released on Early Release days at 1:30 pm.

TRANSPORTATION

Coming to School - Early

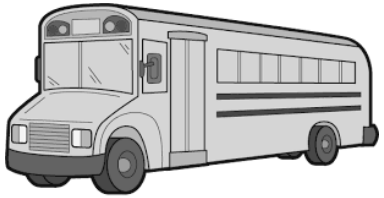
For the safety and protection of our students, parents should not allow children to arrive on school grounds before the time of supervision by the teachers and staff. **Since there is no supervision for students before 7:30 a.m. students will need to wait outside with a parent or guardian until the bell rings.**

Coming to School - Late (Tardiness)

All students are expected to be at school on time. Students who come to school after 8:00 am **must be accompanied** by a parent/guardian and report to the school office for a tardy slip. The parent/guardian must sign them in at the front office.

School Buses

Bus transportation is provided to students who live two or more miles from school. Only registered bus students may be transported on county school buses. All school behavior expectations are enforced on school buses. For safety reasons, students must remain seated on the school bus at all times.



Safety Patrol

Manatee Elementary has an organized School Safety Patrol. These students are trained to instruct other students in safety and to direct student movements at crossings, near the school and on school grounds. In the interest of safety, all students are encouraged to be responsive to patrol members. Safety Patrols are 6th grade students in the Fall and 5th grade students in the Spring.

Contact Information

ManateeElementary@brevardschools.org

Manatee Elementary
Curriculum Nights

Curriculum Night is your VIP pass into your child's school day! Each grade level has a special evening planned to give you a firsthand look at what your child will be learning, how you can support their success, and what to expect in the classroom. You'll also get a sneak peek at the exciting activities and events we have in store for the year. It's a fantastic opportunity to meet your child's teacher, ask questions, and build a strong home-school partnership—don't miss it!

Kindergarten	Thursday, 8/20	5:30 pm
1st grade	Thursday, 8/27	5:30 pm
2nd grade	Tuesday, 8/25	5:30 pm
3rd grade	Wednesday, 8/26	5:30 pm
4th grade	Tuesday, 8/18	5:30 pm
5th grade	Wednesday, 8/19	5:30 pm
6th grade	Thursday, 8/20	5:30 pm

FAST
FLORIDA ASSESSMENT OF STUDENT THINKING

FAST and Progress Monitoring (PM) testing give us valuable insight into how your child is growing academically and where they may need support. It's super important that students are present and ready—please avoid scheduling appointments on these dates.

A good night's sleep, a healthy breakfast, and arriving on time can make a big difference in helping your child feel confident and do their best!

FAST PM #1—ELA	3rd—6th grade	Tuesday, 8/25
FAST PM # 1—Math	3rd—6th grade	Thursday , 8/27
FAST PM #1—ELA	Kindergarten—2nd grade	Wednesday, 9/9
FAST PM # 1—Math	Kindergarten—2nd grade	Tuesday, 9/15
FAST PM # 2—ELA	3rd—6th grade	Tuesday, 12/1
FAST PM # 2—Math	3rd—6th grade	Thursday 12/3
FAST PM # 2—ELA	Kindergarten—2nd grade	Tuesday, 12/8
FAST PM # 2—Math	Kindergarten—2nd grade	Thursday 12/10
FAST Writing	4th—6th grade	Tuesday, 3/30
FAST PM # 3—ELA	Kindergarten—2nd grade	Tuesday, 4/20
FAST PM # 3—Math	Kindergarten—2nd grade	Thursday, 4/22
FAST PM # 3—ELA	3rd—6th grade	Tuesday, 5/4
FAST PM # 3—Math	3rd—6th grade	Thursday, 5/6
Science Assessment	5th grade	Tuesday 5/10

MANATEE AND THE ARTS

ART

The Mission of the Manatee Visual Arts Program is to foster life-long learning through the arts. Students will learn the skills that will help them become productive, expressive members of a diverse global society. Our visual arts curriculum is centered around a Discipline Based Art philosophy in which students study historical, theoretical and social aspects of art. Students will utilize many types of media and connect to a variety of resources and techniques through instruction that is responsive to the individual learner. Through the examination of historical and cultural significance in the visual arts students will gain a deeper understanding of self, others, and the world around them. Higher order thinking and problem-solving skills build our students' self esteem and awareness while also helping to prepare them for future careers and college.

Giving Back

Manatee Art gives back to the community through Fall and Spring Service Learning projects.



Some projects of the past have been:

Space Coast Basket Brigade meal baskets decorations

Placemats for assisted living facilities

Valentines for Brevard County TRIAD S.A.L.T. program.

Art Shows and Competitions

Art shows take place during our grade level performances. Competitions are announced periodically throughout the school year. Instructions to enter the contests will be furnished at that time.

Art Contact:

Mrs. Bergman

Bergman.Katelyn@brevardschools.org

MUSIC

Manatee students attend general music class one each week for 40 minutes. Students build their musical skills through singing, moving, listening, composing, and playing instruments! Students in grade K-4 will participate in an evening grade level performance showcasing their progress, while students in grades 5-6 will have a variety of musical ensembles to choose to participate in (see below).

The following musical ensembles will be offered to our 5th & 6th grade students:

Beginning Strings

Fifth grade students are invited to learn an orchestral string instrument (violin, viola, cello, or bass) ….no experience required! Students will participate in two concerts during the school year and are expected to make a year-long commitment to the program.

Intermediate Strings

Sixth grade students who have successfully completed a year of Beginning Strings are invited to work to a higher level on their instruments. Students will learn to play in 4-part harmony and also have the opportunity to perform solos or in small groups in the spring.

Music Events: 5th Grade BSO trip (Brevard Symphony Orchestra)

Grade Level Performances

Kinder: March 11 **1st**: December 3 **2nd**: October 7

3rd: January 28 **4th**: November 9



Music Program Contact:

Mrs. Sexton

Sexton.Shannon@brevardschools.org

PARENT TEACHER ORGANIZATION

Building on the interests of the students, the Manatee Elementary PTO partners with families and staff to streamline communication and create engaging opportunities that foster a sense of belonging, enhance academic success, and promote community involvement.

What We Do

- Oversee and manage Manatee's volunteer program
- Provide funding and essential resources to our school, classrooms and teachers
- Create and execute programs and events that support the educational mission and goals of the school
- Communicate information that impacts our children's education and the school community
- Encourage a spirit of community involvement and giving back

2026-2027 Board Members

Co-Presidents: Jacqueline Gilliam & Sarah Sepanik

Vice President: Brigid Mills

Vice President (Faculty Liaison): Christi Plechaty

Treasurer: Maria Sanford

Secretary: Cara Erickson

Volunteer Coordinator: Jessica Eleoterio

Everyone is considered a member of the Manatee PTO and we welcome and encourage participation, as your voice matters to the important decisions made on behalf of our school.

Meetings

Meetings (as indicated on the calendar) are held typically every second Wednesday of the month, after school in the Media Center

Be sure to check the weekly Manatee Newsletter for specific times.

Annual Support

Manatee PTO is a 501c3 non-profit organization.

For More Information - To learn more about our PTO, or to get involved, contact board@manateevierapto.org

Volunteer and Visitor Registration Information



All school visitors entering campus during the school day must report to the office for a visitor's pass prior to going anywhere on campus. This pass must be worn at all times while on campus. School personnel have been instructed to stop anyone in the building who is not wearing a yellow visitors pass, so please be sure to follow procedures when visiting the school.

VOLUNTEERING AT MANATEE

We are proud of our PTO-run volunteer program.

Each year, hundreds of Manatee parents, grandparents and other family members, student alumni and members of the community serve tens of thousands of hours assisting with the planning and staffing of events and important school programs, as well as supporting our teachers in the classroom.

There are countless opportunities to get involved and make a real and sustainable difference in the education and enrichment of our children. Just an hour or two a quarter has an impact and we have projects to fit your interests, experience and availability. We even have tasks that don't involve coming into school at all.

For more information or to sign up to become a Manatee volunteer, contact: volunteer@manateevierapto.org

School-Wide/Grade Level Activities and Programs

Classroom Parent/Co-Room Parent

Yearbook Photographer

Morning Mile

Media Center Support

Art Department Support

Science Lab Support

Innovation Lab Support

Field Trip Chaperones

Annual Holiday Shoppe

Fall, Spring, & Club Pictures

Manatee Beautification



Groups and Clubs

Parent Teacher Organization (PTO)

School Advisory Committee (SAC)

Odyssey of the Mind

Watch for additional volunteer opportunities posted on our Facebook page and in our weekly newsletters.

Events

National Walk to School Day

Fall Festival

Fall & Spring Book Fairs

Science Fair

Student Health Screenings

Family Game Night

Field Day

Teacher & Staff Appreciation Week

Young Authors/Writing Oscars

Fan Fest

Faculty/Staff Softball Game

BREVARD After School!

art - wellness - games - STEM - music - nature - dance

Program Operation Days & Hours:

Before and after school childcare is available for students enrolled at Manatee Elementary. Manatee offers a morning program that opens at 6:30am and an afternoon program that closes at 6:00pm. Programs are closed on **ALL** non-school days.

Registration:

There is a $25 registration fee for the first child and $15 for each subsequent child. You can find enrollment information on the Brevard After School website www.brevardafterschool.com. Please allow 3 business days for your registration to be processed. Please note, we do have a maximum number of students we can accept in our program. Once we reach that number your name will be added to a waiting list.

Sign-In and Sign-Out Procedures:

The safety of children is the most important aspect of our care. Children must be signed in upon arrival and signed out upon departure by an authorized contact 18 years of age or older. Children are released ONLY to authorized contacts listed on the child's enrollment form. A valid photo ID is required to be available at sign-in and sign-out every day.

The sign-in/out area of the program should be respected as a cell phone free zone. Cell phone calls may be made or completed outside of the program area.

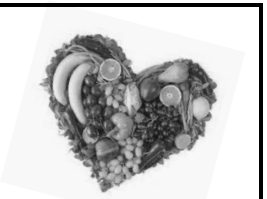
Contact Information:

Coordinator: Mrs. Hanson

Hanson.Christene@brevardschools.org

(321)433-0050 Ext. 46813

CAFETERIA INFORMATION



Breakfast and Lunch Programs

All meals are planned by a registered dietician and meet U.S.D.A. Standards. Breakfast meals include a choice of entrée made with whole grains, a variety of fruit and low-fat or fat-free milk. Students are required to select a fruit or vegetable;. At least half of the grains offered must be whole grains, fresh fruit, steamed vegetables, healthy choice entrees, and a vegetarian option are available daily. All baked goods sold a la carte are reduced in calories and sugar. A la carte standards for elementary and secondary schools are defined in the district's Wellness Policy and Procedures Manual (https://www.brevardschools.org/Page/18855).

Meal Prices

Breakfast **No cost to all Brevard County students**. Students can also pick up a nutritious snack pack if they've already eaten. These are available in the in the front lobby & cafeteria.

Lunch	Daily	Weekly	Monthly (20 days)
Reduced	$0.40	$2.00	$ 8.00
Full Pay	$2.80	$14.00	$56.00

MySchoolBucks allows parents to make on-line prepayments to their student's lunch accounts. At this time all transaction fees are paid by Brevard County Food and Nutrition Services. If you would like to take advantage of this no cost program, go to: www.myschoolbucks.com

Party with Food & Nutrition:

Order treats for your classroom parties, special events, and more!

Prepared by your schools' cafeteria and delivered to the classroom. This service is available to teachers, parents, PTO, organizations and school sponsored programs. Please see Mrs. Jenkins for a menu and order form.

We take pride in serving well-balanced and nutritious meals and snacks to all students.

Contact Information:

Mrs. Jenkins

Jenkins.Heather@brevardschools.org

(321)433-0050 ext. 46811

Medication Rules: Florida Statutes 1006.062 and the Brevard County School Board

1. A separate permission form must be completed for each medication given at school. Forms must be signed by the parent/guardian.
2. When completing permission forms, please make sure that your instructions match the pharmacy label or manufacturer label.
3. All medications must be brought in by an adult and be in the ORIGINAL container with the manufacturer or pharmacy label in place.
4. Non-prescription medication will be treated the same (including items such as cough drops).
6. For your legal protection and according to Board Policy, children CANNOT transport medication to and from school.

Student Health

Clinic facilities are not available for extended periods of time. Children who are unable to return to class will need to go home. Injuries and illness that occur outside of school hours need to be treated before the child returns to school. It is extremely important to have current phone numbers and other emergency contact information on file. In the event of an emergency, injury or illness, we must have someone to contact. If a student needs to be excused from physical education because of a physical limitation, please submit a written note to the teacher. Continued limitation will require a doctor's written excuse on file.



Sick Children

Deciding whether to keep your student home on a school day is a difficult decision parents will be faced with during the school year. Please use these basic guidelines to assist you in your decision making. Consider keeping your child home if he or she has a fever of 100.4 or higher, has been vomiting or suffering from diarrhea, or has symptoms that prevent him or her from participating in school activates such as excessive tiredness, persistent cough/sneezing, body aches, etc. Also, the Florida DOH recommends sick students stay home until fever free for 24 hours without the use of fever reducing medication. A child who has started antibiotics needs to be on medication for at least 48 hours before being considered noncontagious and able to return to school. Students who become ill or injured while at school will be brought to the clinic. Parents will be asked to pick up children with elevated temperatures, upset stomachs, and other injuries not treatable with a Band-Aid or ice pack.

Head Lice

Always remember that the best prevention of head lice is to educate parents, teachers, and children about how lice is spread. Checking your child's hair as a normal part of your hygiene routine is another way to assist in prevention. Please note that our procedures require if a child is found to have live head lice, the child must go home and be treated. Upon return to school, the child must be accompanied by a guardian to the school clinic to have a head check performed. If live lice are found, the student will need to go home and the process will need to be repeated. If nits are found, the student will be readmitted and checked again in 8-10 days. If no nits are found, further assessment will not be needed. If you have any questions, please feel free to follow up with our school nurse.

Contact Information:

School Health

(321)433-0050 ext. 46810

ATTENDANCE POLICY

Florida State Law requires that all students in grades 1-6 attend 180 school days a year (Kindergarten students must be in attendance for 177 days). It is the responsibility of the parents to make sure that their student attends school regularly. The School Board of Brevard County has implemented the following attendance guidelines for the 2025-2026 school year.

Absences

- All K-6 students must attend a minimum of four (4) hours of instructional time to be considered present each day.
- A student in grades K-6 who is absent more than nine (9) days within a semester may not receive a passing grade for the semester. Documentation pertaining to a student's absences will be kept on file in the attendance office. The Florida Department of Education, as well as the Brevard County School Board is monitoring absenteeism. The principal may deny promotion if the student does not meet this criteria.
- On days designated as religious holidays, students may request prior approval to be absent from school for personal and family observance.
- Manatee Elementary has established an Attendance Appeal Committee. Medical documentation of absences will be approved on appeal. The district's attendance committee has developed a uniform set of guidelines.
- An automated phone call will be generated when a student is reported absent. The purpose is to confirm that the student is absent and to remind you to send a note when the student returns to school.
- Students will have a corresponding number of days to make-up work due to absences when they return. Teachers will not be able to give out work assignments prior to planned absences.

Tardies

Students should be in their classrooms at 8:00 a.m. Students arriving after 8:00 a.m. will need to be **escorted by parent** to the front office where they will receive a tardy slip. Students CANNOT sign themselves in. Parents of students with excessive tardies will be contacted by Administration.

HEALTH SCREENINGS



As part of our commitment to supporting the overall well-being of our students, specific grade levels will participate in routine health screenings during the school year. These screenings are conducted with advance notice from the Florida Department of Health and are designed to help identify potential concerns early so that families can seek further evaluation or care if needed.

Students in **Kindergarten, 1st, 3rd, and 6th grades** will receive **vision and hearing screenings**. Additionally, **1st, 3rd, and 6th graders** will have **Body Mass Index (BMI)** screenings. **6th grade students** will also be screened for **heart health** and **scoliosis**.

Only students whose **custodial parent or guardian has granted permission to be screened through FOCUS** during the registration process will be eligible to participate in these screenings.

If you have any questions about the screenings or your child's participation, please contact the front office.

(321)433-0050

ManateeElementary@brevardschools.org

BOX TOPS FOR EDUCATION

Download the app today and help

Manatee earn cash at the same time!

Easy to Use

- Automatically finds Box Tops products on your receipt!

Convenient

- Redeem anytime within 14 days of purchase by simply scanning or uploading your receipts on your smart phone!

Real Time

- School earnings are updated in the app every time you scan!

Extra Cash

- Access to special bonus offers on top of your Box Top earnings!



READY TO START EARNING FOR SCHOOLS?

GET THE BOX TOPS APP TODAY!

In order to earn cash for your school, you'll need to use the Box Tops app on your mobile device.

GET IT ON Google Play Download on the App Store



BOOK FAIR

Fall: October 16—October 23

Spring: April 9—April 16

The Scholastic Book Fair is an event held to support the media center. The event raises funds for library materials, books, and media to support the classroom. The Book Fair is a great opportunity to fill up your bookshelves.

Volunteer Opportunities

Volunteers are needed to help with set up and clean up. In addition, we will need help with supervising and assisting students with their book purchases.
Volunteers work in shifts, and any time you can give will be greatly appreciated.

For more information on the Book Fair or how to volunteer in the media center, please contact:

Mrs. Kuhblank:

Kuhblank.Tricia@brevardschools.org

MANATEE ELEMENTARY

Fall Festival

DELICIOUS FOOD

FAMILY FUN

TRUNK-OR-TREAT



BOOK FAIR

FACE PAINT

AND MORE!

October 16, 2026

4:00 PM - 7:00 PM

Many volunteers are needed to make this event a success.
If you are interested in volunteering, please contact:
Raychel Vaughn
Vaughn.Raychel@brevardschools.org

Manatee Elementary Partners in Education

Opportunities to get involved!

We are proud of all the exciting and enriching programs, activities and events that Manatee has to offer our students, families, and community throughout the school year. There are countless ways for your business to get involved and make a real and sustainable difference in the education of our children and the environment in which they learn. We hope that you will consider becoming a Manatee Partner in Education!

Groups & Clubs

School Advisory Committee (SAC)
Parent Teacher Organization (PTO)
E-Sports
Manny TV News
Outdoor Sports
Intramural Soccer
Intramural Flag Football
Chess Club
Art Club
Gifted Student Program (GSP)
Chorus
Strings
Lego Club
Strategies Club
Odyssey of the Mind
Safety Patrol
Cross Country
Spirit Squad

Community Outreach

Manatee Gives Back Program
Fall Food Drive
Spring Food Drive
K-6 Holiday Giving Back Effort
Holiday Gift Baskets for Families in Need
Family Ties Blanket Making Drive
Manatee Teachers Pay It Forward
Student Community Outreach Club

Capital Improvements

Manatee Meadow Maintenance
School Technology Fund
Rebuilding Recess

School/Grade Level Programs

Morning Mile (All grades)
Concerts (All Grades)
Field Trips (All Grades)
Camp La-No-Che (5th Grade)
End of Year Celebrations (All Grades)
Kindergarten Book Character Parade
Winter & Spring Concerts
Writing Wall of Fame
Yearbook
Box Tops for Education
Faculty Apparel
Stock the Fridge/Pantry for Staff Appreciation

Events

Walk-A-Palooza
Celebrate Literacy Week
Fall Festival
Family Game Night
Red Ribbon Week
Science Fair
Manatee Appreciation Week
Kindergarten Boo-Hoo Breakfast
Kindergarten Thanksgiving Feast
Fall & Spring Book Fairs
Annual Faculty Softball Game
Fan Fest
Volunteer Appreciation Luncheon
School Spirit Nights
Spelling Bee
Purple Up! Month of the Military Child
Student Recognition Award Assemblies

For more information please contact:
Courtney Taylor, School Secretary & Partners in Education Coordinator
(321)433-0050 ext. 46803
taylor.courtney@brevardschools.org

LOST AND FOUND

Manatee maintains two "Lost and Found" departments where articles may be claimed.





Locations:

Cafeteria

Jackets, Lunchboxes, Clothing

Front Office

Glasses, Jewelry, Electronics

Please mark student items and clothing for easy identification throughout the year.

We encourage parents of students to check both lost and found departments before Winter Break and at the end of the school year for articles that may have been forgotten. Each year many articles are left unclaimed and will be donated to local charities at those times.

The school will not assume responsibility for any lost articles or money. It is highly suggested that children bring only the amount of money necessary for any given day.

LIBRARY BOOKS AND SCHOOL MATERIALS

Children are taught to take proper care of books and materials. Lost or damaged books or materials are the financial responsibility of the parents and students.

SCIENCE FAIR



OPEN HOUSE

Location: Gary Hopper Hall (Cafeteria)

Date: **January 13**

Time: 5:00– 6:00 pm

Everyone is invited to attend the Science Fair Open House! Join us in Gary Hopper Hall to boost your brain power and learn from the Science Fair projects presented by students in grades 4-6.



AWARDS CEREMONY

Location: Front Lobby

Date: **January 14**

4th: 8:15am

5th/6th/Team: 8:50am



Parents of students in grades 4-6 are invited to attend the Awards Ceremony in the Music Room to celebrate the hard work and dedication to science that is showcased during the Science Fair!

*Invitations will be sent home the day prior. *

Manatee Gives Back

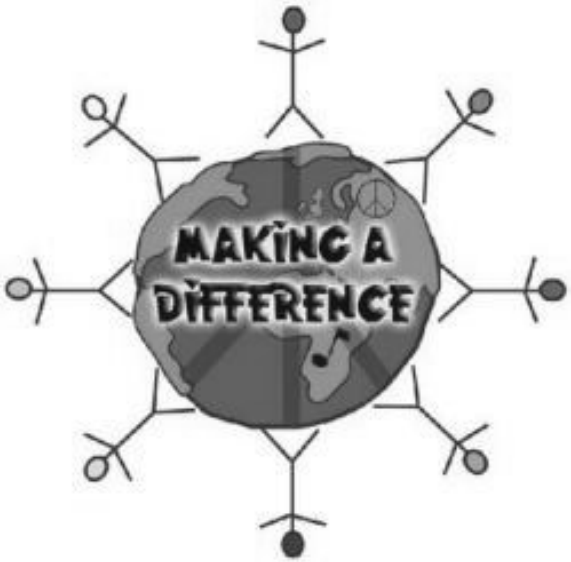
Community Outreach

We give back to our school and surrounding community through various outreach initiatives, as part of our "Manatee Gives Back" program. These are just a few of the activities we are proud to organize throughout the school year to show our support for those in need:

- Food drive for local food pantries
- Gently-loved coat drive, shoe and backpack drives and clothing drives for deserving students in central Brevard schools
- Holiday gift baskets and turkeys for deserving Manatee families
- Manatee Gives Back Annual Holiday Outreach Program (supports three local charitable organizations each year)



Collection 11/16-12/2



INNOVATION LAB

The Manatee Innovation Lab is dedicated to empowering students with the essential skills and knowledge needed to shape their own future paths. Students will actively participate in practical experiences designed to develop a wide range of skills for success in career and technical education. As a dynamic and multifaceted learning environment, this innovative lab places a strong emphasis on fostering collaborative efforts and technological proficiencies crucial for tomorrow's world.

Pillars of Success

- **Empowered Learner**: Students will grasp the basic principles of technology operations, utilize current systems, and apply their knowledge to investigate emerging technologies.
- **Digital Citizen**: Students will practice safe and ethical conduct while using technology.
- **Innovative Designer**: Students will follow a strategic design process to generate ideas, test theories, and solve open-ended problems.
- **Creative Communicators**: Students will effectively convey complex ideas by utilizing a range of digital tools.
- **Global Collaborator**: Students will utilize collaborative technologies to solve problems by actively investigating real-world issues and challenges and strive to find a variety of answers and solutions

Mrs. Bergevin

Bergevin.Alexis@brevardschools.org

TECHNOLOGY

Technology is constantly evolving at Manatee. Recent upgrades to the network infrastructure include faster, more efficient network switches installed in our communications rooms capable of handling the ever-increasing demands of bandwidth and data transfer. These switches along with other device upgrades allow our network to be segmented for balance and more efficient traffic flow as well as maintain a fast, constant reliable connection.

Additional wireless access points have been added throughout the building to increase connection density and support the growing number of mobile devices used on campus. The implementation of these devices provides the accessibility and speed needed for our students to utilize modern multimedia learning applications and assessments.

We are proud to have achieved a one-to-one student-to-laptop ratio, ensuring every student has access to their own device. As technology continues to evolve, we remain committed to keeping our resources as current, innovative, and engaging as possible to support dynamic learning experiences.





Friday, April 16

FREE games and activities, delicious food, and SO MUCH FUN for the whole family! This is an opportunity you DO NOT want to miss. Many volunteers are needed to make this event a success. If you are interested in volunteering, please contact:

Mrs. Kuhblank:

Kuhblank.Tricia@brevardschools.org

FIELD DAY

Date: May 12

Who: All Grades

The Field Day Event is an opportunity for students to showcase their talents through different team and individual challenges. This day is also a fun way to get students excited about health and fitness.

Volunteer Opportunities

Students will participate during a designated time slot. Volunteers can work in shifts.

- **Cool Treat:** Volunteers distribute cool treats for participants!
- **Event Supervisors:** Volunteers would be responsible for running the different activity and event challenges
- **Set Up and Clean Up:** Volunteers would work with Ms. Best to help set up and clean up for Field Day.
- **Participation Brag Tags:** All students receive a "Field Day" brag tag for participating in Field Day.

For more information regarding Field Day contact::

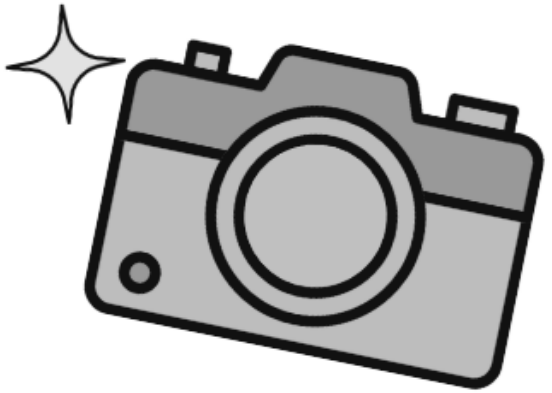
Ms. Best:

Best.Tabitha@brevardschools.org



School Passcode:

10152349573235 72



Buy Your YEARBOOK today!

Yearbooks are on sale <u>ONLINE only!</u>

Capture the memories that will last a lifetime—and make it even more special with **TWO FREE personalized pages** to design just for your Manatee!

Don't wait...order yours today before it's too late!



MANATEE ELEMENTARY Yearbook Club

Questions? Comments? Concerns?

Contact:

Courtney Taylor

Taylor.Courtney@brevardschools.org

Treering

MISCELLANEOUS INFORMATION

Teacher Contact

To protect instructional time, we will not interrupt the classroom environment to give messages to the teacher during the school day. If you need to contact your child's teacher, please call the office at 433-0050 and leave your name and a phone number where you can be reached during the day, as well as in the evening. Teachers are encouraged to check their boxes for messages and will return calls as soon as they possibly can. All messages will be returned within 24 hours.

Messages/Deliveries to Students

Due to safety reasons, school policy restricts personnel from interrupting classrooms to relay messages to students. Changes in a student's transportation must be in writing. Please discuss alternate means of pick-up with your child in the event you will be unable to pick him/her up yourself. Sometimes students will forget a water bottle etc. and parents will bring it to school. The Front Office will not accept these items. You may leave it on the pick-up shelf in the entryway and email the teacher directly. Teachers check their email during activity and may send the student at a time that does not interrupt instruction. The Front Office will not interrupt instructional time to call students to the office.

Birthday Treats

Store bought treats to share with the class will be permitted (nothing homemade). Balloons, flowers, or other gifts will not be permitted for students. Contact the teacher for their specific guidelines on Birthday celebrations.

Cell Phone Policy

All elementary students who elect to have a cell phone on campus must have a signed cell phone student/parent contract on file in the front office. Cell phones may not be used at any time during the student's school day or while being transported on the school bus. Failure to follow these guidelines can result in loss of cell phone privileges. Please notify the school immediately if your address and/or phone number is changed. The information is essential should the school need to contact you in an emergency situation.

Withdrawal of Students

If you are withdrawing your child from school, please call or come by the office a few days prior to the withdrawal date. This will give both you and the school ample time to complete and gather the necessary paperwork.

NOTES

Please use this section of the calendar for additional information that you find to be important throughout the year. Some of this information may include websites your child uses in school and the login information.

Website: _____

Username: _____

Password: _____

Website: _____

Username: _____

Password: _____

Website: _____

Username: _____

Password: _____

Website: _____

Username: _____

Password: _____

Website: _____

Username: _____

Password: _____

Website: _____

Username: _____

Password: _____

** All activity/event dates & times are subject to change. Be sure to check the weekly Manatee Newsletter for confirmation. **

August 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7 Grades 1-6 Supply Drop-Off/ Meet & Greet	8
9	10 First Day of School (Grades 1-6)	11 Kindergarten Playground w/ the Principal 8:30 am	12 Kindergarten Supply Drop-Off/ Meet & Greet	13 Kindergarten First Day of School Boo-Hoo Breakfast	14 *NOT* Early Release	15
16 Kindergarten Color Days 8/17—8/28 *All students invited to participate*	17 Wear Red	18 Spirit Night @ Long Doggers Wear Orange 4th Grade Curriculum Night 5:30pm	19 Wear Yellow 5th Grade Curriculum Night 5:30pm	20 Wear Green Kindergarten and 6th Grade Curriculum Night 5:30 pm	21 Wear A Manatee Shirt EARLY RELEASE 1:30	22
23 30	24 Wear Blue	25 Wear Purple FAST PM #1 ELA Grades 3-6 2nd Grade Curriculum Night 5:30pm	26 Wear Black 3rd Grade Curriculum Night 5:30pm	27 Wear Brown FAST PM #1 Math Grades 3-6 1st Grade Curriculum Night 5:30 pm	28 Wear Favorite Color VOLUNTEER Orientation 8:15 am EARLY RELEASE 1:30	29

* * All activity/event dates & times are subject to change. Be sure to check the weekly Manatee Newsletter for confirmation. * *

September 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2 SAC Meeting 3:00 pm	3 OM teams meeting	4 EARLY RELEASE 1:30	5
6	7 **Labor Day** Holiday for All	8 Spirit Night @ TEXAS ROADHOUSE	9 FAST PM #1 **ELA** Grades K-2 PTO Meeting 2:45 pm **First Interim Ends**	10 SCIENCE FAIR **Virtual Info Meeting Night**	11 EARLY RELEASE 1:30	12
13	14	15 FAST PM #1 **Math** Grades K-2	16 Interims published on FOCUS	17	18 EARLY RELEASE 1:30	19
20	21	22	23	24	25 Student Holiday	26
27	28	29	30			

** All activity/event dates & times are subject to change. Be sure to check the weekly Manatee Newsletter for confirmation. **

October 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2 EARLY RELEASE 8:30	3
4	5	6	7 SAC Meeting 3:00 pm 2nd Grade Musical Performance 6:00 pm	8	9 EARLY RELEASE 8:30	10
11	12 *Teacher Work Day* Student Holiday	13 End of First Quarter	14 PTO Meeting 2:45 pm	15	16 EARLY RELEASE 8:30 Fall Festival 4:00-7:00 pm	17
18	19 Fall Picture Day	20 Report Cards Issued on FOCUS	21	22 Conference Night 5-7	23 EARLY RELEASE 8:30	24
25 RED RIBBON WEEK October 26-30	26 PAJAMA DAY "Wake Up Drug Free"	27 *First Quarter Awards* Wear Red "Go Red for Red Ribbon Week"	28 Spirit Night @ MILLER'S ALE HOUSE Roaring 20s Decades Day: Puzzle Through Time!	29 *First Quarter Awards* "Team Up Against Drugs" Jersey Day	30 EARLY RELEASE 8:30 Super Hero Day Be a HERO. Stay Drug Free.	31

Fall Book Fair 10/16—10/23

* * All activity/event dates & times are subject to change. Be sure to check the weekly Manatee Newsletter for confirmation. * *

November 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4 SAC Meeting 3:00 pm	5	6 EARLY RELEASE 11:30	7
8	9 4th Grade Musical Performance 6:00 pm	10	11 Veteran's Day Holiday for All	12	13 EARLY RELEASE 11:30	14
15 Manatee GIVES BACK Collection 11/16-12/2	16 Second Interim Ends	17 BIG NIGHT OUT at The AVENUE VIERA Pizza Gallery & Grill · KENDRA SCOTT · Nothing Bundt Cakes	18 PTO Meeting 2:45 pm	19	20 Kindergarten Feast EARLY RELEASE 11:30	21
22	23 November 23rd—November 29th Students & Teachers Return November 30th	24	25	26	27 THANKSGIVING BREAK	28
29	30 Interims published on FOCUS					

** All activity/event dates & times are subject to change. Be sure to check the weekly Manatee Newsletter for confirmation. **

December 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Manatee Gives Back Collection 11/13-12/2		1 FAST PM #2 ELA Grades 3-6	2 Kindergarten Snow Much Fun! 5:30 pm SAC Meeting 3:00 pm	3 FAST PM #2 Math Grades 3-6 1st Grade Musical Performance 6:00 pm	4 Manatee Gives Back Assembly Fall Picture Retakes EARLY RELEASE 1:30	5
6	7 Holiday Shoppe 12/07 - 12/14 during designated shopping times	8 FAST PM #2 ELA Grades K-2	9	10 Spirit Night @ Ford's Garage FAST PM #2 Math Grades K-2 Winter Concert 6:00 pm	11 Spelling Bee EARLY RELEASE 1:30	12
13	14	15	16 EARLY RELEASE 1:30	17 EARLY RELEASE 1:30	18 EARLY RELEASE 1:30	19
20	21	22 WINTER BREAK	23	24	25	26
27	28	29	30	31 December 19th - January 4th Students & Teachers Return on Tuesday, January 5th		

** All activity/event dates & times are subject to change. Be sure to check the weekly Manatee Newsletter for confirmation. **

January 2027

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	WINTER BREAK				1 December 19th—January 4th Students & Teachers Return on Tuesday, January 5th.	2
3	4 *Teacher & Student Holiday*	5	6 SAC Meeting 3:00 pm	7	8 End of First Semester EARLY RELEASE 1:30	9
10	11 Second Semester Begins	12 SCIENCE FAIR SET-UP Spirit Night @ TEXAS ROADHOUSE	13 SCIENCE FAIR Open House 5:00 pm PTO Meeting 2:45 pm	14 SCIENCE FAIR AWARDS	15 Report Cards Issued on FOCUS EARLY RELEASE 1:30	16
17	18 MLK Jr. Day Holiday for All	19	20 *Second Quarter Awards*	21 Conference Night 5:00-7:00 pm	22 *Second Quarter Awards* EARLY RELEASE 1:30	23
24 31	25	26	27	28 Club Picture Day 3rd Grade Musical Performance 6:00 pm	29 EARLY RELEASE 1:30	30

** All activity/event dates & times are subject to change. Be sure to check the weekly Manatee Newsletter for confirmation. **

February 2027

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 	2	3 SAC Meeting 3:00 pm	4	5 EARLY RELEASE 1:30	6
7	8	9	10  Third Interim Ends	11	12 EARLY RELEASE 1:30	13
14	15 President's Day Teacher Work Day/ Student Holiday	16	17 Interims published on FOCUS	18	19 EARLY RELEASE 1:30	20
21	22	23 Spirit Night @ FAST-FIRE'D BLAZE PIZZA	24	25	26 EARLY RELEASE 1:30  Blankets Due	27

* * All activity/event dates & times are subject to change. Be sure to check the weekly Manatee Newsletter for confirmation. * *

March 2027

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2 First Grade's Stop, Drop, & Seuss Day!	3 SAC Meeting 3:00 pm	4	5 EARLY RELEASE 11:30	6
7	8	9	10 PTO Meeting 2:45 pm	11 Kindergarten Musical Performance 6:00 pm End of Third Quarter	12 EARLY RELEASE 11:30	13
14	15 Spirit Night @ Chick-fil-A North Viera	16 End of Third Quarter	17	18	19 Teacher Work Day/ Student Holiday	20
21	22	23	24	25	26	27
28	29	30 FAST Writing Test Grades 4-6	31 Report Cards Issued on FOCUS			

5th Grade at Camp La-No-Che

SPRING BREAK

March 22nd—March 28th

Teachers & Students Return: Monday, March 29th

* * All activity/event dates & times are subject to change. Be sure to check the weekly Manatee Newsletter for confirmation. * *

April 2027

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 Spring Individual & Class Pictures	2	3
4	5 Spirit Night @ Mr. Delicious Pizzeria	6 *Third Quarter Awards*	7 *Third Quarter Awards* SAC Meeting 3:00 pm	8	9 EARLY RELEASE 8:30	10
11 Florida Purple Star Campus MILITARY MONTH SPIRIT WEEK APRIL 12TH -16TH	12 Camo Day!	13 Stars & Stripes Day!	14 BRANCH PRIDE DAY! PTO meeting 2:45 pm	15 PURPLE UP! for military kids	16 Family Game Night UNITY DAY! EARLY RELEASE 8:30	17
18	19	20 FAST PM #3 ELA Grades K-2	21	22 FAST PM #3 Math Grades K-2	23 Fourth Interim Ends EARLY RELEASE 8:30	24
25	26 MANATEE APPRECIATION WEEK April 26 - April 30	27	28	29	30 Interims published on FOCUS	

Spring Book Fair 4/9—4/16

* * All activity/event dates & times are subject to change. Be sure to check the weekly Manatee Newsletter for confirmation. * *

May 2027

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4 FAST PM #3 **ELA** Grades 3-6	5 SAC Meeting 3:00 pm	6 FAST PM #3 **Math** Grades 3-6 Spring Concert 6:00 pm	7 MANATEE WRITING OSCARS EARLY RELEASE 1:30	8
9	10	11 5th grade Science Assessment	12 Field day!	13	14 VOLUNTEER Brunch EARLY RELEASE 1:30	15
16	17	18	19 SLAM CELEBRATION PTO Meeting 2:45 pm	20	21 EARLY RELEASE 1:30	22
23	24 *Fourth Quarter Awards* EARLY RELEASE 1:30	25 *Fourth Quarter Awards* EARLY RELEASE 1:30	26 Last Day for Students Report Cards Issued on FOCUS EARLY RELEASE 1:30	27 Last Day for Teachers	28	29
30	31 Memorial Day					

Thank you to our amazing Partners in Education—your support helps our Manatee Elementary community grow stronger, dream bigger, and shine brighter!





















