



**Pine Island Academy Orientation**

**Welcome Families!**

**2024 - 2025**

# PIA SUPPORT TEAM



Amanda Riedl  
Principal



Haley Vogel  
Vice Principal



Ruth Cortes  
Assistant Principal



Kimberly Lippo  
Assistant Principal



Michelle Jackson  
Assistant Principal



Jennifer Landorf  
Guidance Counselor Grades  
3, 5, 6



Julie LeBlanc  
Guidance Counselor  
Grades K, 1, 2



Sonia Joker  
Guidance Counselor  
Grades 4, 7, 8



Brian Mulligan  
Dean



# Front Office Team

- Amy LeVasseur & Katie Cobb, Front Office Team
- Kathleen Tompkins, Confidential Secretary/Bookkeeper
- Danielle Gartz, Bookkeeper
- Laura Parrish, Elementary Data Entry Operator
- Sandra Hood, Middle School Data Entry Operator
- Nurse Danielle Ieraci
- Tina Major, Village Extended Day Coordinator

# Pine Island Academy Mission

DISCOVERING STRENGTHS &  
PURSUING DREAMS

# Pine Island Academy Vision

**ONE POD, MAKING WAVES ...FINS UP**

**F**ocusing on building an

**I**nspiring

**N**urturing

**S**afe Environment

**U**nlocking **U**nlimited

**P****O**TENTIAL in **E**VERY student!

# BELL SCHEDULES

## MON/TUE/THURS/FRI

7:40 Student arrival begins

7:55 Warning bell sounds

8:00 Learning begins

Students arriving after this time must obtain a tardy slip from the front office

2:20 School dismissal

## WEDNESDAY

7:40 Student arrival begins

7:55 Warning bell sounds

8:00 Learning begins

Students arriving after this time must obtain a tardy slip from the front office

1:20 School dismissal

## Attendance

- Learning starts daily at 8:00 am.
- If your student is arriving after 8:00 a.m., please walk them into the front office and sign them in.
- If your student is absent, send a note or complete the PIA Absentee form on our website.

# Arrival

## Student Drop off/Pick up

- Student drop off/pick up is located in the loop closest to the front office.
- Please follow the appropriate signs when dropping off.

## Walk/Bikers/Carters

- Crossing Guards will be on duty from 7:40 – 8:00.
- Students SHOULD NOT cross Pine Island WITHOUT the Crossing Guard's direction. Students will cross Pine Island Rd. starting at 7:40
- All student must be dropped off through the front office if arriving AFTER 8:00AM.
- All visitors that need to visit campus before school should use the visitor parking to access the front office.
- No golf carts are allowed on campus
- **Visitors will not be permitted to use the walker/biker/carter entrance.**

## Bus Riders

- Bus Riders will unload at 7:40.
- Bus information will come to families by the week of August 1st.



# Getting Started at PIA

## Supplies:

- Supply lists found on the PIA website
- Please label jackets, water bottles and lunch boxes.
- Younger students should have a pair of extra clothing, including under garments, in their backpack should those be needed.

## Classroom Activities(i.e. birthday treats, etc):

- We love to celebrate students. All treats should be pre-packed with ingredient labels for our friends with dietary restrictions. We highly encourage non-food items for classroom celebrations.

## Class Placement:

- Parents will receive a Welcome Email on August 3rd from their child's teacher
- Parents will also receive a Dismissal Link in this email that parents must complete.

## First Day:

- For 1<sup>st</sup> – 5<sup>th</sup> grade students, should parents choose to bring them on the first day, we ask that parents say Good-bye at the doorway.
  - **1<sup>st</sup> -5<sup>th</sup> grade parents will not be able to walk students** to class on the 1<sup>st</sup> day.
- For safety purposes, parents will not be allowed to walk down the Carter sidewalk.

# Resource Classes

Elementary students will rotate resource classes each day with their class.

- **Music** Ms. Derr & Mr. Panoff
- **Art** Ms. Lust and Ms. David
- **PE** Coach Anderson, Coach Janowiak and Coach Munger
- **STEM** Ms. Simmer
- **Media/Maker's Space** Ms. Myers, Ms. Wade, Ms. Cuyler
- **Computer** Ms. Harpe
- **TECS(Teaching Essential Career Skills)** Ms. Trimble
- **Reach** Ms. LeBlanc, Ms. Joker and Ms. Landorf

# PIA WAVE

Learning and Behavior  
Expectations  
Catch the WAVE of Success!

## Pine Island Academy



### **W**e are respectful

- Use your manners
- Use Level 2 voice
- Listen to your CAFÉ Leaders

### **A**lways responsible and safe

- Ask for help if needed, by raising hand
- Remain seated
- Be in control of your actions

### **V**alue each other and ourselves

- Make room for others
- Use your CAFÉ manners
- Use kind words when talking with friends

### **E**veryone achieves/succeeds

- Clean up after yourself
- Pack up all your belongings before leaving the CAFÉ

Catch the **WAVE** of Success

**CAFÉ**

Learning and Behavior  
Expectations

Catch the **WAVE** of Success!

# PIA WAVE

We believe that a positive school atmosphere will result in a more effective and meaningful learning environment for all students.

We are committed to providing opportunities for students to learn concepts, practice skills, display good citizenship and experience academic success.

We believe that highly effective schools are the result of the teamwork and commitment between school staff, students, and their families.

Our commitment to our students is to celebrate their accomplishments and success when they show **The PIA WAVE** – We are respectful, Always responsible and safe, Values each other and ourselves, where **EVERONE ACHIEVES!**

# Safety is a Priority

## ARRIVAL Procedures

### Student Drop off/Pick up

- Student drop off/pick up is located in the loop closest to the front office.
- Please follow the appropriate signs when dropping off.

### Walk/Bikers/Carters

- Crossing Guards will be on duty from 7:40 – 8:00.
- **Students SHOULD NOT cross Pine Island WITHOUT the Crossing Guard's direction.**
  - Students will cross Pine Island Rd. **starting at 7:40**
  - All student must be dropped off through the front office if arriving AFTER 8:00AM.
  - All visitors that need to visit campus before school should use the visitor parking to access the front office.
  - No golf carts are allowed on campus
  - **Visitors will not be permitted to use the walker/biker/carter entrance.**

### Bus Riders

- Bus Riders will unload at 7:40.
- Bus information will come to families by August 4th.

# Dolphin CAFÉ

- Menus are available online.
- PayPams is the online system St. Johns County Schools uses for lunch money. You can deposit money and view purchased items on their website.
- Students can pay on campus or online at Paypams:  
\*\* Please note if you use a check for payment. TWO phone numbers are required to be listed on any checks . Thank you! \*\*
- Lunch prices can be found on the Pine Island webpage.
- Visit the Dolphin Café webpage under the Parent **Information tab on our website.**
- Each student has an ID used to purchase their café items.

# Safety is a Priority

## DISMISSAL Procedures

- Any person who picks up a student needs to be listed as an emergency contact on the Student Information Form.
- Contact information is extremely important. If we cannot reach a parent, we may not be able to release the student.
- **ID's are ALWAYS required when checking out students.**

## PM PPU

- Families that choose Parent Pick Up will be given a colored card during meet and greet.
- Families should write their last name and child's first name on card.
- To ensure safety, signs should be placed in the driver's side front window.
- Each family will only be given **one** PPU card. This ensures that the person picking up is verified to pick up.
- Additionally, please have ID's available when picking up at all times.

## BUS INFORMATION

- **Information will be sent the week of July 29.**

# Safety is a Priority

**Critical Reminders** – To maintain the safety of our students:

- Parents/families ALWAYS remain in their vehicles during dismissal.
- Parents/families SHOULD NOT be on sidewalks during arrival or dismissal; this impedes the safety of our students

**Early Release Wednesday** – All students are dismissed at 1:20 on Wednesday.

- Please make arrangements for your child to be picked up at this time.

## **Dismissal Changes**

- Please notify the school **in writing using the transportation email located on the PIA Website @ [piatransportation@stjohns.k12.fl.us](mailto:piatransportation@stjohns.k12.fl.us)** of any change to a student's transportation routine.
- We **strongly discourage any transportation changes after 1:30 (12:30 on Wednesdays)**. This is for the safety of the child.



# Safety is a Priority

## DISMISSAL Procedures

- Extended Day and Enrichment Activities - Released First
  - Bus Riders – Released 2<sup>nd</sup>
  - PPU/Day Care Vans – Released 3<sup>rd</sup>
  - Walkers/Bikers/Carters – Released last AFTER buses have been dismissed
  - This avoids any students mistakenly dismissing to either area
  - Reminder - all students have bus access or are assigned as walkers or bikers. Please be patient if choosing PPU as a dismissal option.
- \*All K- 5 students will have a backpack dismissal tag color coded to their regular dismissal location. If a student's dismissal should change in the year, families MUST contact the student's teacher.

# Village Extended Day

**Village Extended Day** program provides before/after school care for our students at PIA.

- Mrs. Tina Major leads the program and has build a tremendous program for our students.
- All Extended Day information can be found on our website on the Extended Day tab.

## **AM DROP OFF**

- If using Extended Day before school, students must be dropped off by 7:25am.
- Extended Day drop off and pick up is located at the CAFÉ entrance.
- Please park in designated areas and walk your student to the Extended Day doors located at the back of the stage area.

## **PM PICK UP**

- Students may not be picked up BEFORE 3:15PM. This gives PIA plenty of time to get all students dismissed safely.
- Please see Mrs. Tina Major's communication regarding pick up procedures.

# Safety is a Priority

## School Access Online Approval

- All **visitors and volunteers MUST** be approved through School Access online screening application.
  - Application available on our web site
  - An email will be sent once approval has been granted
  - Sign in through the Keep-n-Track system located in the front office
  - Approval is required to visit any area of our campus during the school day.
  - Visiting the classroom by appointment only
  - Includes Chaperoning a Field Trip
  - Not necessary for PTO Events or Performances held outside the school day.

# Safety is a Priority

## Field Study Chaperones

- No children, including siblings, relatives, or friends, may attend a field study unless they are part of the group for whom the trip was arranged.
- Only parents and guardians of children for whom the trip was arranged may serve as chaperones and must be approved and cleared through School Access.
- Chaperones are chosen using a lottery system to provide equity for all parents that want to be included throughout the year.
- Parents/Families will not be permitted to meet the school group at the designated field study location to ensure student safety.
- All participating students must ride the school bus to and from those field study trips that begin and end during the regular school day.

# Parent Leadership Expectations

- On time arrival is key to the success of our student.
- Play an active role in your child's education by communicating with teachers or staff members.
- Support PBIS expectations and celebrate students for good character and always doing their best – The PIA WAVE!
- Treat all citizens with respect. (Faculty, staff, students and other parents).
- Have **HIGH EXPECTATIONS** for your child both behaviorally and academically.
- Volunteers are welcome at PIA.

# Communication is KEY

- Teacher's Email
- Schoology
- Teacher Newsletters
- Pine Island Webpage
- Parent Handbook – located on PIA webpage under Parent Tab.
- Weekly NewSplash from Admin Team - Sign up on webpage
- Peachjar - located on PIA webpage - communication of community activities
- School Messenger – school-wide email, phone, text messaging system

## **PTO Communication:**

- Visit the PIA PTO webpage link on our school website.
- Updates for PTO can be found on the webpage.
- Make sure you visit frequently to stay updated on current events.

# Meet and Greet

*PLEASE SEE FAMILY LETTER SENT TO PARENTS FOR MORE INFORMATION*

## Friday, August 9

- 8:30 – 9:00      A – L Kindergarten ONLY
- 9:00 – 10:00    A – L Families (K– 8)
  
- 11:00 – 11:30    M – Z Kindergarten ONLY
- 11:30 – 12:30    M – Z Families (K – 8)

**CURRICULUM CHAT NIGHTS WILL BE HELD IN SEPTEMBER**

# Questions...

- Please contact your child's teacher.
- Amanda Riedl, Learning Leader
- Haley Vogel, Vice Principal
- Ruth Cortes, Assistant Principal
- Kimberly Lippo, Assistant Principal
- Michelle Jackson, Assistant Principal

**DISCOVERING STRENGTHS & PURSUING DREAMS**

*Home of the Dolphins*