



Welcome to the 2023-2024 school year!

In this handbook, you will find useful information that will help you and your child throughout the year. Please take time to read this information so that we can all work together to give your child a rigorous and rewarding educational experience.

Avalon Elementary's vision is, "To ensure every student has a promising and successful future." Our mission is "With the support of families and the community, we create enriching and diverse pathways to lead our students to success." I believe that, with your parental support, we can achieve our mission. The administration and staff of Avalon Elementary welcome you to this new school year.

In order to keep you informed throughout the year, I will provide you with Connect Orange phone calls / emails, social media updates, and our weekly newsletter, *The Mariner Times* which is emailed every Friday. Please make sure we have an updated phone number and email listed in your child's records so that we can reach you. Our school website is www.avalones.ocps.net

You are always welcome to contact us to schedule a visit or a meeting. I look forward to meeting all of you as we work together to make this a successful school year for your child. At Avalon Elementary we SAIL to Success each and every day!

Yours in education,
Jessica Swain
Principal
Avalon Elementary School

GENERAL INFORMATION

School Hours

School Hours

Wednesday Hours

Breakfast 8:15 am - 8:40 am

Contact Information

8:45 am - 3:00 pm 13500 Tanja King Blvd.

8:45 am - 2:00 pm Orlando, FL 32828

(407) 207-3828

Avalon Mariners SAIL to Success!

Shine

Accept

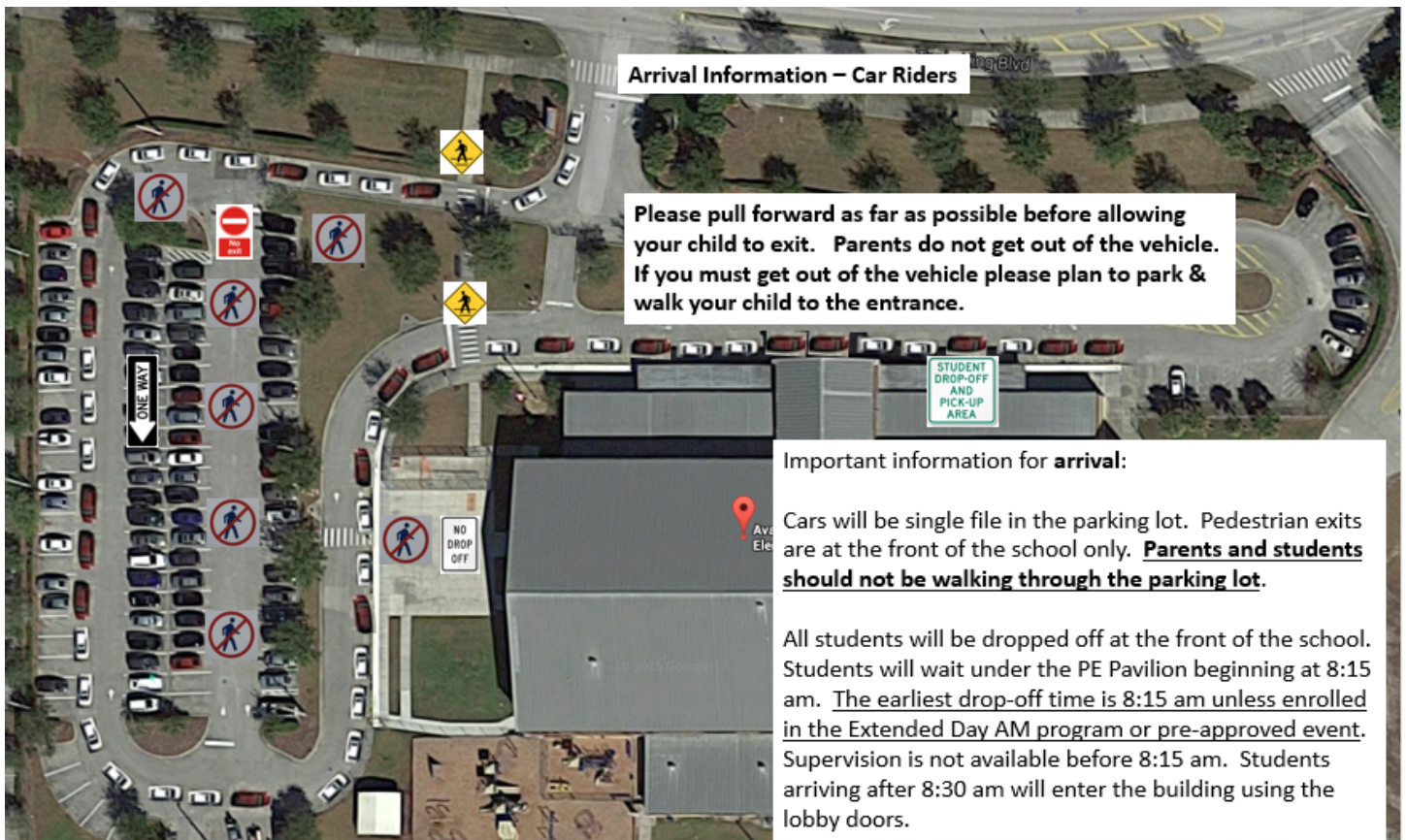
Include

Live Responsibly and Respectfully

Avalon Elementary has expectations for every student to SAIL to SUCCESS! Students will have opportunities to earn “Mariner Money” throughout the year when they adhere to our SAIL expectations. On a regular basis, our scholars will shop with their class at the SAIL store to spend the “Mariner Money” they have earned.

ARRIVAL ON CAMPUS

Supervision is not provided to students on campus before 8:15 am, unless enrolled in morning extended day and approved before school activities, therefore students are not to come to the school or be dropped off at the school before 8:15 am each morning. The school or the Orange County School Board cannot be held liable for any harm that may befall a student who arrives at school prior to this designated time of 8:15 am or is not picked up from school by 3:30 pm (2:30 pm on Wednesday). Students are to go directly to the PE Pavilion in the morning when the gates open at 8:15 am. At 8:30 am, the teachers will open their classroom doors to welcome their students. Any student who is not in his/her classroom by 8:45 a.m. is considered tardy. Any student arriving after 8:45 will need to have a parent walk them into the school to sign them in. In an effort to make the car line move efficiently, when dropping off your student(s), please pull all the way forward and do not exit your car. Staff and safety patrols will open your car door and assist the student. If you must get out of the vehicle, park and walk your child up. If parking and/or walking we strongly advise you to use the sidewalks and crosswalks to not hold up the carline flow.



DISMISSAL

School ends daily at 3:00 pm (2:00 pm on Wed.). Kindergarteners (with no older siblings) are dismissed at 2:50 (1:50 Wednesdays). Kindergarteners with older siblings are considered 2nd car riders and will be dismissed during the regular car line.

Students are expected to attend school the entire day. Parents are encouraged to schedule medical and other appointments for after school hours as early dismissals are very disruptive to the instructional process. Students who need to leave the campus during the school day for a dental, doctor, or other appointment must be checked out by the parent or guardian through the main office. A photo ID will be required to sign a student out of school. There will be no early dismissal from class after 2:30 pm (1:30 pm on Wed.). If parking and/or walking we strongly advise you to use the sidewalks and crosswalks to not hold up the carline flow.

At the beginning of the school year, please discuss with your child's teacher and your child how you expect him/her to get home on a normal day as well as a rainy day dismissal (30/30). If there is a change in your standard routine please send a note or email to your child's teacher. If a written note or email is not received by the teacher by 12 pm, the child will be sent home his regular way. If a dismissal change is needed after 12 pm, please call the main office. The office will not accept changes of dismissal over the telephone after 2 pm (1 pm Wednesdays), unless it is an emergency.

All adults coming on campus at the end of the day to pick up students through the car line must have a parent pick-up car tag. These will be distributed to parents at Meet the Teacher and must be displayed on the car window until the child is in the vehicle.. Parents may obtain additional passes from the front office. Please use a BLACK marker and write the names LARGE and LEGIBLE. This tag needs to remain in sight of staff until the student is in the car. Taking the tag down too soon slows down the car line. Please do not exit your car. Staff and safety patrols will open your car door and assist the student. If you need to buckle your student please drive around to the other side of the median, on the exiting side to do so.

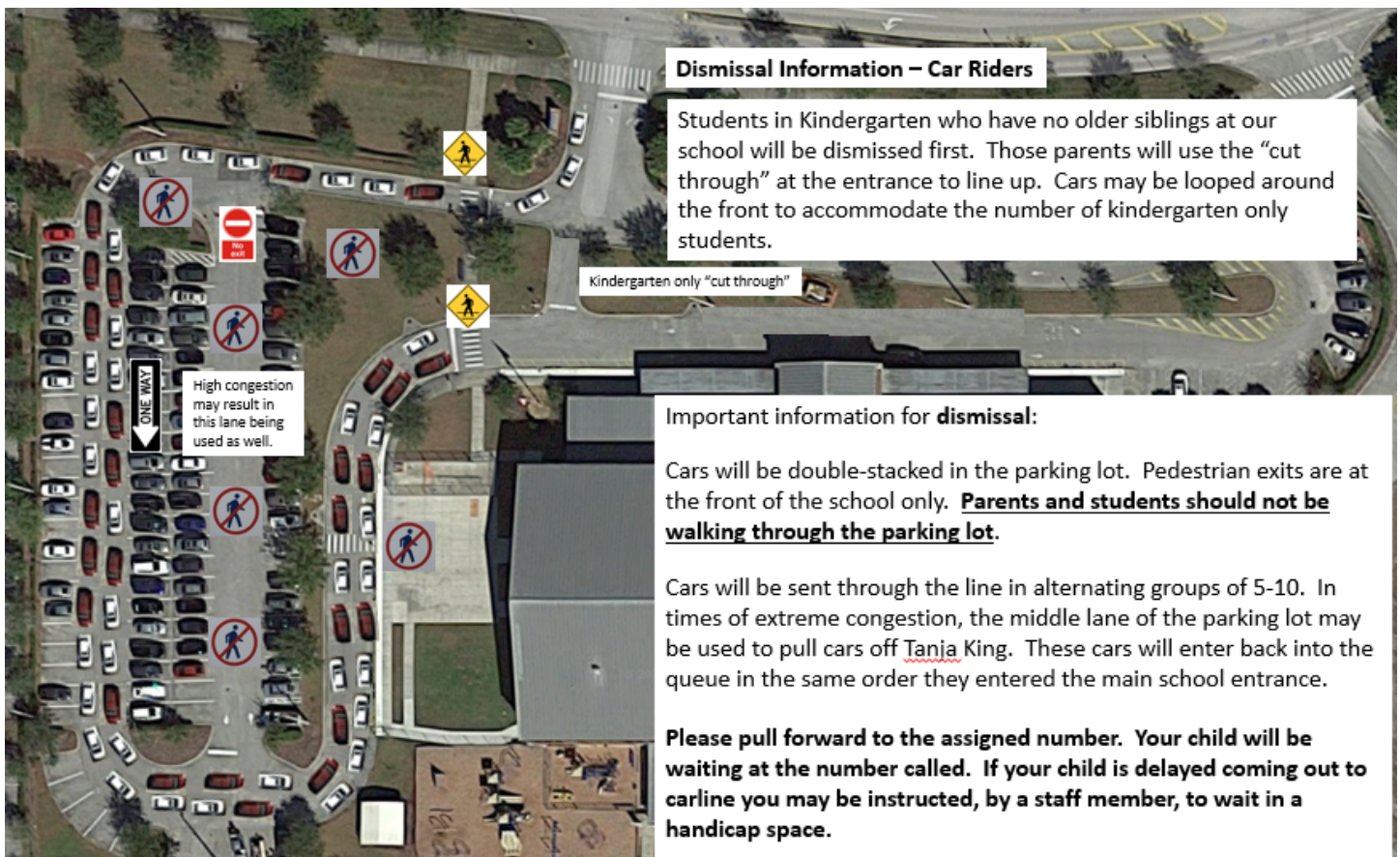
Extended Day parents may not pick up before 3:30 (2:30 on Wednesdays). If you want to pick them up earlier, please send a change of transportation by noon. If an extended day parent comes through the car line, staff will advise the parent to park and can check them out at 3:30.

Cars should be double stacked in the parking lot. Once your car tag is called, pull forward staying in a single file line. The second staff member will tell you a number to pull up to with a show of fingers. Please stay in a single file line and pull forward to your assigned number. Your child should be waiting or will be at that number shortly.

If your child does not come out, a staff member will have you pull forward to a handicap spot while we locate your child and bring them to you.

PTO Carnival Car Line Fast Pass Winner will come through the kindergarten cut through and reverse to the first in the car line by the crosswalk.

Kindergarten Dismissal: 2:50 (1:50 on Wednesdays) Parents who have a kindergarten student with no older sibling may use the cut through to line up in the car line starting at #1. (do not go into the parking lot.) Once that line is full the car line will wrap around the other side of the median stopping at the stop sign. If you arrive once we have started loading please do not cut the line, drive around the median and join the end of the line. Please do not exit your vehicle. Your child will be loaded into your vehicle by staff and you can drive to the other side of the median to buckle them in if needed. If you arrive after we have finished loading, the cut through will be blocked and you will now have to join the regular dismissal line. If your kindergartner has an older sibling, he/she will be a 2nd car rider and you will follow the normal car line procedures.



SEVERE WEATHER

Weather Delayed Dismissal Procedures (30/30)

Weather delayed dismissals may occur when the normal dismissal process cannot be completed because of severe weather – primarily heavy rain with or without lightning. We will make every effort to follow the normal dismissal process to the extent the weather allows. A typical rainstorm normally moves through an area in about 30 minutes. Parents should expect a weather delay to the dismissal process to last approximately 30 minutes, but sometimes it extends to 45 minutes. Your patience is appreciated during delayed dismissal. Safety is our priority.

If lightning is detected on the district's weather app, that means lightning is within 5 miles of the school, and the district's 30-30 rule will apply. Severe weather may delay the dismissal process, and parents will be notified via Connect Orange School Messenger phone message of the potential for a delay in the dismissal process due to weather.

Parents are strongly encouraged to wait until the 30/30 has been lifted and regular dismissal resumes to pick up their student(s).

The back walkers' gate will remain closed during a severe weather delayed dismissal. Parents who wish to pick up their child before the weather clears will be allowed to sign their child out from the main entrance area only. Parents need to make sure the teachers have their child's rainy day dismissal plan. Rainy day car rider parents, with car tags, will line up in front of the school headed toward the parking lot with their car tag. Any walker/biker parents, with a tag, will go to the middle set of doors. Anyone without a car tag will line up at the sallyport door by the doorbell with a valid ID. To quicken this process, have your ID and car tag out and ready. Once your child's name has been called by a staff member you will wait in the blue painted outside area for your child. All cars should be parked on the school side of the lane so the through lane can stay clear for parents leaving.

Normal dismissal will resume when it is safe to do so based on changes in the weather. Please understand that our staff is not permitted to be outside during a 30/30 and dismissal will take longer than usual.

Extended Day parents will be permitted to enter the building at 3:30 (2:30 Wednesday) to enter the cafeteria doors closest to the media center to sign out their child.

ATTENDANCE / TARDY

Children are required to attend school 180 days a year. By law, parents are required to provide, within 3 school days, a written explanation of each absence. Notes from parents are to contain: (a) date written, (b) date(s) of absence, (c) reason for absence, (d) home or work phone number and (e) parent signature. Phone calls to notify the school of your child's absence are appreciated; however, they do not replace the requirement of a written excuse upon returning to school. The only legally excused absences are for health reasons such as student illness, doctor appointments, or death of relatives (with documentation). Certain other extreme emergencies may be excusable at the principal's discretion. Family vacations are not excused absences. Please plan family activities and vacations during student holidays. All absences require make-up of assignments.

Students arriving to class after the 8:45 am bell are considered tardy. Action, which may involve the school social worker, will be taken for excessive absences and tardiness as this interferes with student progress. Late entry into the classroom interrupts classroom procedures and instruction. Parents must escort their child into the office after 8:45 am to explain the reason for the tardiness to the office.

MAKE-UP WORK

Students are required to make up work missed due to absences. Students will be given the amount of days absent plus one additional day to make up work. Students are responsible for contacting teachers for make-up work. Parents are encouraged to request assignments if they know that their child will be out for an extended length of time. A 48-hour notice for requested work packets is required. The teachers will not be able to repeat in-class demonstrations, lectures, and instruction. Tests will be made up at the teacher's convenience.

CLINIC

Our clinic is available to comfort students who become ill during the school day or to provide emergency care until emergency personnel or a parent can be reached to pick up the student. We have a School Health Assistant on our staff. The School Health Assistant will give children what medical attention is allowable under county health policies. If a child has a temperature, is throwing up, or is clearly ill, the parent will be contacted to take the child home. A sick child should not be left in the clinic for more than thirty minutes. A Medical Emergency Form should be on file for each student to list other adults who are authorized by the parent to take the child home when the parent cannot be reached.

Medication may be administered to children by the School Health Assistant and trained school staff, when the health assistance is unavailable, only after appropriate forms have been completed by parents. Please contact the School Health Assistant to obtain these forms. Medication must be in the original container, whether it is prescription or over the counter.

A student who has head lice must be picked up immediately from school and treated. All nits must be removed and verified by the School Health Assistant before a student may return to class.

STUDENT CODE OF CONDUCT

All students are held accountable for the expectations set forth in the OCPS Student Code of Conduct. This includes student use of technology. Parents are expected to read, review, and discuss with their child the rights, rules, and consequences described in the Student Code of Conduct. Students must acknowledge that they've reviewed the OCPS Code of Student Conduct upon completion of the Canvas course in class. You may access the OCPS Student Code of Conduct on the OCPS website or request a copy from our office.

DRESS CODE

Avalon Elementary School seeks to maintain an orderly environment for education. To accomplish this, we have set a standard of student dress that is conducive to a proper educational climate. Clothing worn by students shall be neat, clean, and in good repair for the general personal health and safety of the student. Immodest clothing of such type that distracts from the

learning process shall not be worn. Sneakers are necessary for safety during Physical Education and recess. Students who come to school dressed inappropriately will be expected to change. Parents will be contacted to bring appropriate clothing. Students will not be permitted to attend classes in inappropriate clothing.

GRADES AND REPORT CARDS

Report cards are distributed at the end of each nine weeks. Your child's teacher will schedule your first quarter report card conference. Additional conferences may be requested by teachers or parents if there is a need. OCPS uses an online gradebook called Skyward. Please access your child's grades and assignments using the parent access login at <https://www.ocps.net/skyward>. Grades are posted within a week of the test or assignment due date. Letter grades are given in grades 2-5 and are based on student progress in the Florida Standards. The following grading scale is used for all OCPS schools:

A = 90-100 **B** = 80-89 **C** = 70-79 **D** = 60-69 **F** = 0-59.

HOMEWORK

Homework may be assigned to the student as a reinforcement of newly introduced concepts or as an enrichment activity based on teacher discretion. Homework assignments are separate assignments that enhance the conceptual formation of skills for students. Length of homework assignments vary depending on the grade level. Parents can expect homework in grades 3-5. Students in grades K-2 don't have homework assigned on a regular basis but are encouraged to read nightly.

PROGRESSION THROUGH THE GRADES

Students who meet required academic standards are promoted to the next grade level at the end of the school year. Promotion decisions will be marked on the end of year report card. Students not meeting academic standards must be retained or promoted with remediation. Any student who does not meet the district levels of performance in reading, writing, and mathematics or who does not meet the specific levels of performance on statewide assessments must be provided remediation. Insufficient attendance, failing or unsatisfactory grades, and lack of adequate progress may cause a student to be retained in a grade. Parents are given notification of impending failure through interim progress reports, report cards, and/or conferences with the teacher. It is very important that parents note the problem areas and work collaboratively with the teacher to try to help the child achieve success.

PARENT COMMUNICATION

Continuous and ongoing communication is key to your child's success. Check Skyward regularly for grades. Teachers are available by email and voicemail. Please allow 48 hours for a response from a teacher, although many will respond to your concerns much sooner. Please understand that teachers are only available to conference or take calls before and after school or during their daily planning period. In an effort to "Go Green" and reduce expenses, much of our communication is via email, phone, social media, and our school website. Please be sure we have your email address on file.

VISITORS ON CAMPUS

For everyone's safety, all visitors to our campus must present their ID and to be ADDitions approved when signing in as a visitor for all events. All parents/guardians or volunteers are required to check in through the main office before going to classrooms. All classroom visits must be prearranged (including lunch with your child) with the classroom teacher at least 24 hours in advance. According to OCPS guidelines, ADDition volunteers and visitors may not bring preschool children into the classroom during instructional time, this includes Boosterthon, Field Day, Class Parties, and Class Special Events.

Parents are welcome to visit and eat lunch with their child during the lunch period for **special occasions**. Notification to the classroom teacher is required 24 hours in advance. Parents must sign in at the main office and wait for their child to join them for lunch in the school lobby. Parents are not permitted to visit during breakfast or during the first month of school for lunch.

PARENT TEACHER ORGANIZATION

The Avalon Elementary School PTO is a very worthwhile organization dedicated to supporting the education and welfare of children. Cost for membership is \$12.00 per family. All families are encouraged to become members and to actively support the programs, fundraisers, and activities of our PTO.

VOLUNTEERS

It would be very difficult for Avalon Elementary to operate without its devoted and dedicated volunteers (ADDitions) who work so diligently assisting in the classroom and at home. ADDitions volunteer applications must be completed and approved every year in order for volunteers to assist us. These forms are available online at <https://volunteer.ocps.net/> and must be renewed annually.

CLASSROOM INTERRUPTIONS

Classroom instructional time is very valuable. Interruptions interfere with the instructional flow and process. We also seek to develop student responsibility as part of our character education program. **As a result, the office will not accept items for delivery to students during the school day. These items include water bottles, books, devices, homework, projects, restaurant food deliveries, etc. The only exception will be birthday treats or projects that may be too large for the student to carry.** These items should be delivered to the office before 8:40 am in the morning. We value your child's education, and interruptions during the school day should be for emergency reasons only. Please help your child practice responsibility by bringing all necessary materials to school each day.

CLASS PARTIES

Two class parties are held each year, one before the winter break and one at the end of the year. Class parties are for students only, no siblings or younger children. Parents may be requested to assist and must be approved *ADDitions* volunteers. Birthday parties for students are not appropriate at school. Individual teachers allow a birthday snack to be shared with the class. We encourage our families to use the OCPS Food and Nutrition Services program called *Birthday Bites* to ensure the food students are being served meet the nutritional requirements of our FNS program and are free of allergens that may harm our students. To place your *Birthday Bites* order, please use this web address: https://www.ocps.net/departments/food_and_nutrition_services. We require an Outside Food Form to be filled out and turned in if you are bringing in store-bought food. School board policy prohibits serving homemade items to students.

PERSONAL DATA INFORMATION

OCPS requires families to provide schools with a current address, email, and phone numbers at all times. Please notify the main office immediately if you have changed your address, home, work, or emergency phone numbers. Expired leases must be updated and presented to the registrar for proof of residency each school year. In case of emergency, we must have a current phone number through which you may be contacted. A note or visit in person will enable us to update our records.

VIDEOTAPING / PHOTOGRAPHING

Video recordings and pictures are used regularly by teachers and staff in the classroom and for instruction. Some of these recordings and photographs air on campus television, newspapers, school website, or on our school's social media accounts.

Only students with a signed Model Release Form on file may appear in these recordings and on the morning news show. The Model Release Form can be filled out through your [Parent Skyward Account](#).

Students are not permitted to videotape or photograph other students or staff without teacher permission.

PHYSICAL EDUCATION EXCUSES

Students who, because of illness or injury, are temporarily unable to participate in physical education activities need to present a note from their parents/physician to the PE teacher explaining the problem. Students are required to attend classes to observe the lessons when unable to participate. Students who are excused from participating in PE due to illness or injury will also be excused from participating in physical activity during recess. Students who need to be excused from activities for a week or more must provide a doctor's excuse. If your child has any permanent physical restrictions or disabilities, please notify the physical education teacher and the main office.

EXTENDED DAY / DAYCARES

An Extended Day program is offered for child care from 7:00 am to 8:30 am before school and from 3:00 pm to 6:00 pm after school. This is a paid program. Please contact the Extended Day coordinator at 407-207-3825 for information and registration.

The safety of the children is our priority in the Extended Day Program. Being vigilant, alert, and aware of the students is our primary concern. Expectations for appropriate behavior are required for all students whenever they are on the school campus. If your child chooses to exhibit inappropriate behavior, the conduct policy will be enforced. The Extended Day Program Coordinator, has established a behavior conduct policy to resolve any issues of student misconduct.

- First conduct report: results in a student warning. A notification to the program coordinator.
- Second conduct report: may result in a suspension from the Extended Day program. Notification to administration.
- Third conduct report: may result in removal from the Extended Day program.

Please assist us by reviewing the Extended Day conduct policy with your children/child. Also, help them to be aware of the consequences should they receive a conduct report.

There are also a number of local daycares that pick up and drop off at our school. The main office can provide a list for you.

Extended Day students may not be picked up until 3:30 pm (2:30 Wednesdays). If you need your child earlier than 3:30, please notify your child's teacher by noon if you need to change their transportation.

BIKES - SKATEBOARDS

Bikes, scooters, skateboards, etc. may be ridden to school by students. Upon arriving on school grounds, students must walk their means of transportation to the assigned area for parking. The right to ride a bike or other item is a privilege and may be taken away if abused. The school is not responsible for lost or stolen items. By law, all children riding bicycles are required to wear a bike helmet. Please contact our front office if you need assistance in obtaining a helmet for your child.

INSURANCE

An insurance program is available at a nominal fee for all students. Please request the insurance program application form through our front office. Since schools do not pay for medical care due to accidents, parents are encouraged to seek coverage for their individual children.

LOST AND FOUND

All articles which are found should be taken to the Extended Day office side of the stage in the cafeteria. Parents are encouraged to label all personal items for easy identification. Unclaimed items are periodically donated to charity.

LUNCH & BREAKFAST PROGRAMS

Breakfast and lunch are available to all students at no charge. Parents can provide funds for snacks on Schoolpay.com. The breakfast line opens at 8:15 am and closes at 8:40 am. Students must arrive early enough to eat breakfast and still arrive to class on time. Each class has a designated lunch time.

Menus can be accessed on our [website](#). Students are discouraged from bringing fast food, soda, or candy for lunch. Food items in glass containers are prohibited.

MEDIA CENTER

Students may check out books from the Media Center for two weeks at a time. There are no fines charged for overdue books; however, a student with an overdue book is not allowed to check out another book until the overdue book is returned. Lost books must be paid for in full, and damaged books paid for in proportion to the damage as assessed by the media specialist. All payments must be made before another book can be checked out. When a book is lost and paid for and is later found, the money will be refunded. If you are moving, all library books must be returned so that the student's record can be cleared.

TECHNOLOGY

OCPS provides a district issued device for every student to use for instructional purposes during the first five days of the school year. At the beginning of the year, K-1 students will receive an iPad and 2-5 students will receive a laptop. Only students in grades 3-5 may take their devices home. It is the students' responsibility to use these devices appropriately and ensure their devices are charged nightly.

The district policy is that any device that has to be sent off for repair for any reason must receive a fine. Repair Depot will make a determination on whether or not the fine stands. OCPS policy is that the device was working when the student took it and was returned in not working condition, and therefore merits a fine. It is important to note that school employees do not make any determinations on fines. Please review the [OCPS Family Technology Handbook](#) for more information.

WITHDRAWALS

Parents must notify the main office in person to complete a Withdrawal Form when a student is to be withdrawn from school. Textbooks, library books, and devices (including chargers) need to be returned to school prior to withdrawal. Please provide the registrar with at least 24 hours notice that your child will be withdrawing. This will enable us to complete his/her school records and provide you with necessary documentation for entry into his/her next school.



Reading Incentive Programs

Accelerated Reader (AR) Rewards

AR is a computerized reading program where students read a book and take a quiz on the selection. Throughout the school year, students can accumulate AR points, receive a special recognition on WAVE TV, and earn a dog tag by reaching specific point levels.

Kinder and 1st Grade = Earn recognition beginning at 5 points

2nd Grade = Earn recognition beginning at 10 points

3rd through 5th Grade = Earn recognition beginning at 25 points

Sunshine State Young Readers 3-5 Goals

Sunshine State Young Reader books are 15 titles selected for their wide appeal, literary value, varied genres, curriculum connections, and/or multicultural representation. These books are available for check out from the media center or in the Sora app located in each students' Launchpad.

- 3rd Grade - Read and pass an AR test on 5 of the 15 titles
- 4th Grade Read and pass an AR test on 7 of the 15 titles
- 5th Grade Read and pass an AR test on 9 of the 15 titles
- Read 3 of the books in order to be eligible to participate in the State of Florida's SSYRA voting on the most popular books
- Attend the end of year sunshine state party, if grade level goal is met
- Special recognition for any student that reads all 15 titles

Sparks in the Dark

Each grading period, teachers will set individual goals for their students. When they have met their goal, students will be recognized on WAVE TV, receive a "dog tag", and be invited to the *Sparks in the Dark Party* at the end of the nine weeks.

Beanstack Challenges

Throughout the school year and during the summer, OCPS rolls out reading challenges through *Beanstack*. Students have a chance to win prizes when they log their reading minutes on the *Beanstack* app during the challenge periods.

Million Word Challenge

Join the exclusive Million Word Club by keeping track of how many words you have read throughout the school year! When you reach a million words, you will be recognized on WAVE TV, have your picture posted on the Million Word wall located in the front lobby, and be invited to the Million Word Celebration, at the end of the school year.



Reflex Math Incentive Program

Adaptive and individualized, Reflex is the most effective system for mastering basic math facts. Students are encouraged to get their “green light” each day by logging on and practicing their focus facts. Students earn certificates at different milestones that they reach. Students earn special recognition on WAVE TV once they get 100% mastery on the 4 operations - addition / subtraction (1st - 2nd) and multiplication / division (3rd-5th).



Academic Awards Program

Honor Roll

Principal's Honor Roll

- For grades 2-5 only.
- Students have all A's in the marking period.
- Students may not have any “N” or “U” marks given for conduct/behavior.
- Attendance or tardy does not affect Honor Roll.

A/B Honor Roll

- For grades 2-5 only.
- Students have all A's and B's or all B's in the marking period.
- Students may not have any “N” or “U” marks given for conduct/behavior.
- Attendance or tardy does not affect Honor Roll.

Your first line of communication is your child's teacher.

Avalon Elementary School Phone Number: 407-207-3825

My child's teacher is: _____ Extension #: _____

**Who do I Contact at Avalon if I Have
Additional Questions?**

Type of Question or Concern	Staff Member	Phone/Email
General Questions, Activities, Attendance, Phone Number Changes, or to be transferred to the teacher's voicemail.	Ms. Laura Zofkie (School Clerk)	Ext. 4332221 OR Ext. 0 laura.zofkie@ocps.net
Clinic	Ms. Tiffany Ruggiero (Health Assistant)	Ext. 4332229 tiffanv.ruggiero@ocps.net
Registration, Withdrawals, and Address Changes	Ms. Barbara Miranda (Registrar)	Ext. 4332232 barbara.miranda@ocps.net
Lunch / Breakfast Questions	Ms. M. Gonzalez (Cafeteria Manager)	Ext. 4332226 maritza.gonzalez@ocps.net
Discipline / Behavior Discipline Referrals	Ms. Popovich (Assistant Principal)	Ext. 4332224 tara.popovich@ocps.net
Tutoring Florida State Testing Curriculum English Language Learners (ESOL)	Ms. Kelly Bryant (Instructional Coach)	Ext. 4332296 kelly.bryant@ocps.net
MTSS / RtI Process Math or Reading Interventions	Ms. Edmondson (MTSS Coach)	Ext. 4332255 natacha.edmondson@ocps.net
School Counseling Positive Behavior Interventions Support (PBIS) 504 Plans	Ms. Ingoglia (School Counselor)	Ext. 4332248 jessica.ingoglia@ocps.net
Exceptional Student Education (ESE) (IEPs, Gifted)	Ms. Dixon (Staffing Specialist)	Ext. 4332292 stacy.dixon@ocps.net
Media Center, Accelerated Reader (AR), Textbooks, Devices	Ms. Stallings (Media Specialist)	Ext. 4332227 catherine.stallings@ocps.net
General concerns or if your concern was not resolved by any of the staff members listed above.	Ms. Olmeda (Principal's Secretary) Ms. Swain (Principal)	Ext. 4332223 ivonne.olmeda@ocps.net Ext. 4332222 jessica.swain@ocps.net

**We look forward to a great year at Avalon Elementary School,
where we SAIL to success each and every day!**

