



Kevin Klein, Principal  
Julie Haynes, Assistant Principal  
Carrie Mitten, Assistant Principal

6555 State Road 16  
St. Augustine, FL 32092

Welcome to the Wards Creek Elementary family! This is an exciting time for you as your child embraces the journey of life-long learning. We are very excited to have you and your child as part of the Warrior Family. This year will be an exciting one filled with learning and growth for all.

My name is Kevin Klein, and I became a Warrior in 2013 as the assistant principal. I then became the principal in 2021. I have been an educator for 28 years and an administrator for 24 years. Your child's safety, success, and well-being are my top priority. I often tell the students that I get my energy from seeing them smile. Having the privilege to watch children grow and thrive brings me great joy.

Julie Haynes is in her fifth year as an assistant principal here at WCE. She was previously a 4<sup>th</sup> grade teacher at Julington Creek Elementary. She is entering her 23<sup>rd</sup> year in education. Mrs. Haynes is passionate about student learning and believes learning can be fun. Her joy comes from watching children get excited about learning and discovery.

Carrie Mitten is joining the Warrior family as an additional assistant principal. She has moved her talents from Maryland, which she recently retired. However, she has missed the excitement of being around children. This will be her 33<sup>rd</sup> year in education and 19<sup>th</sup> year as an administrator. She is extremely excited to build relationships with the families and community.

We are positive that this will be a wonderful year of inquiry and learning. We are excited to have you be part of our Warrior family and hope you will look for opportunities to attend parent-child activities, volunteer in the classrooms, support school fundraisers, and be an active member of the PTO and SAC.

I am truly grateful for the amazing students, staff, and community that we have. Our school fosters a leadership environment for all our students. Our school motto is "Achievement, Learning and Leadership for **ALL**."

Please use the information below, along with our school website, to answer any questions you may have about the approaching new school year. **Please note that the first day of school is Monday, August 11<sup>th</sup>. Also note that kindergarten does a staggered start, which is reference below.**

*Kevin Klein – Principal*

## Have you Completed?

Opt-in to receive important messages via voice call, email and/or text:

<https://www.stjohns.k12.fl.us/schoolmessenger/> Text “Yes” to 67587 to receive messages to your phone.

Prior to having access to any activities happening on school grounds, during the school hours, all individuals must have completed the [School Access Form](#). If you already have one on file, no need to do it again. Please have other family members complete this if they may come to school. For returning Warriors, you may notice that the Raptor system is replacing KeepNtrack. If your application was processed through that system it will be transferred to Raptor.

Interims, Report Cards, and other educational information will be issued electronically on <https://www.stjohns.k12.fl.us/hac/>. You will need information from HAC for other systems.

<https://parents.pikmykid.com/> is utilized by parents for any changes made to how your child will be going home in the afternoon.

Please visit <https://www.stjohns.k12.fl.us/transportation/> and create an account on the BusPlanner website or on the Chipmunk app using the same email address associated with your Home Access Center (HAC) account. This provides timely updates about bus delays and other important transportation-related notifications. In addition, parents can use the system to send messages directly to the SJCS D Transportation Department.

## Kindergarten Screener

To best place students into Kindergarten, it is recommended that you bring your child to the screener on Wednesday, July 30<sup>th</sup>, from 3:30-6:30. A Signup Genius will be sent soon. For those students who were in PK last year at WCE, we have the information we need for your child’s academic placement this year. You will not need to have your child attend the screener.

## Kindergarten Staggered Start

All kindergarten students in St. Johns County, participate in a staggered start. ***This means that students sign up for one day during the first four days of school where they will attend in a small group. This allows the teachers to provide students with individualized attention and teach daily routines and procedures.*** Staggered start will be Monday, August 11<sup>th</sup> through Thursday, August 14<sup>th</sup>. Your child’s teacher will send a welcome letter with a Signup Genius for the day that works best for you. **ALL KINDERGARTEN STUDENTS WILL COME TO SCHOOL ON Friday, August 15<sup>th</sup>.**

## New Family Tours and Meet the Administrators

Our amazing 5<sup>th</sup> grade safety leaders will be providing campus tours on Wednesday, July 30<sup>th</sup>, from 3:45-6:15. Walk through the doors indicated by the event sign and the safety leaders will be there to welcome you. You will also be able to introduce yourself to the administration and enjoy a popsicle from the PTO.

## Bus Assignments

Will be announced on Thursday, July 30<sup>th</sup> on the Bus Planner website and Chipmunk App. Again, HAC is no longer being utilized for this.

## **Homeroom Teacher Assignments**

Sometime during the day of Wednesday, August 6<sup>th</sup>, HAC will be accessible for parents to see the teacher assignments. In addition, between 12:00-3:30 that day you should be receiving a direct message from the homeroom teacher.

## **Delinquent Lunch Accounts**

If you are not able to access your teacher assignment or receive an email from the teacher, it is because we have an outstanding balance on your child's lunch account. Please check <https://www.stjohns.k12.fl.us/food/paypams/> for the outstanding balance. Teachers will not have these students on their list. Only the front office will know the placement. Any student with an outstanding balance will have the assignment announced on the first day of school. However, parents will not be able to meet the teacher that morning.

## **Meet and Greet**

This is the time for you to meet your child's teacher and bring in school supplies. We are asking families to try not to stay in the classroom for more than 10 minutes. This time is really meant to introduce your child to his/her new teacher and drop off supplies. Our teachers communicate effectively throughout the year. So, they will keep you informed about the growth of your child.

***Meet and Greet will take place on Thursday, August 7<sup>th</sup>:***

***Last Names A-M      9:00-10:00 a.m.***

***Last Names N-Z      10:00-11:00 a.m.***

## **First Week of School Arrival**

The first weeks of school are all about establishing rituals and routines. Please be patient as it may take some time to ensure the most efficient process. With safety in mind, parents may only walk their child to the entrance doors of the parent pickup sidewalk area. We have plenty of supervision to assist your child find their destination.

## **Instructional Day**

It is critically important that all children arrive, on time, each day. This is a key part of how you can support our success. The instructional day for students is from 8:25-2:45. Please be mindful that arriving late has a huge impact on your child's ability to be prepared for the day. WCE does allow drop off to start 15 minutes before the official arrival time to help ensure all students are in the classroom. The window is from 7:50-8:25. However, the doors into the building closes promptly at 8:25 and all students arriving after that time will have to be escorted in by the parent to be signed in for a tardy slip.

## **Parent/Teacher Organization**

Please join our fabulous team. <https://www.wardscreekepto.com/>. Go to the school store link and order your child's Warrior gear.

## **Chalk the Walk**

The first PTO event will be the annual "Chalk the Walk" event from 5:30-6:30. It is nice to see the positive messages the children write on the sidewalk for the 1<sup>st</sup> day of school arrival of the faculty/staff.

## **Featured Links**

Use the link <https://www-wce.stjohns.k12.fl.us/> to access important documents on the WCE website. Please scroll down to the website to view the section "important documents," such as the Parent Handbook, The Warrior Orientation Presentation, and the Positive Behavior Interventions and Supports.

*Leadership – Integrity – Growth Mindset – Heart – Team*