

# Free Store Shopping FAQ

Our shopping guidelines reflect our purpose to provide school supplies to each student in need, not to supply each classroom. It is important to remember that all supplies and items taken from the store back to your school should be shared with your entire school team of personnel as needed.

At A Gift For Teaching - Seminole schools fall under one of two categories:

A monthly school or a representative school

# What is a Monthly School?

A SCPS where 60% or more of the students are eligible for Free/Reduced lunch

Altamonte Elementary Lake Orienta Elementary

Bentley Elementary Layer Elementary

Casselberry Elementary Midway Elementary

Eastbrook Elementary

Millennium Middle School

English Estates Elementary Milwee Middle School Forest City Elementary Pine Crest Elementary

Goldsboro Elementary SCPS Early Learning Center

Greenwood Lakes Middle
Hamilton Elementary
South Seminole Middle
Spring Lake Elementary

Highlands Elementary Wicklow Elementary

Idyllwilde Elementary Winter Springs Elementary

Each eligible individual may shop once per calendar month.

## Who is eligible to shop from a monthly school?

Eligible full-time personnel from monthly schools in Seminole County may shop at A Gift For Teaching - Seminole. Eligible shoppers are: grade level classroom teachers, media specialist, 1 guidance counselor, 1 art teacher, 1 music teacher, school administration manager (SAM), principal and assistant principals. It is important to remember that all supplies and items taken from the store back to your school should be shared with your entire school team of personnel as needed. At this time, custodians, administrative support staff, paraprofessionals and all other teachers not assigned to a grade level classroom, (i.e. push in or pull out) are not eligible to shop.

• The principal may decide not to shop for the school year, therefore they may assign one school designee, any school classification, to shop monthly in their place. Proper paperwork must be completed prior to their  $1^{st}$  shop.

#### What is a Representative School?

All other schools not listed above are Representative Schools.

The Principal may assign one or two representatives to shop at the Free Store.

Your school representatives are eligible to shop a combined total of 4 times per month.

Proper paperwork must be completed **prior** to your representatives 1<sup>st</sup> shop.

Please be mindful to shop and SHARE with all staff at the school who are in need of supplies.

- Endeavor, Eugene Gregory Juvenile Detention Center, and Hopper are categorized as special representative schools. At these schools the principal may designate one or two representatives to shop a combined total of 2 times per month.
- Journeys is categorized as a special monthly school. However the eligible shoppers may shop 4x a year once per school quarter.

#### What if I am new to Seminole County?

It may take some time (especially over the summer) for SPCS to set up all new/incoming teachers' employee records. Once you have received your SCPS ID number AND set up your email account,

AGFT-S can verify employment and add you to our database. Please contact us directly if you are not sure; we don't want to turn anyone away, but we must be able to access your employment information.

### Can I bring someone to help me shop?

A Gift For Teaching - Seminole has a strict NO GUEST policy, this includes children. We are unable to make any exceptions. Please plan accordingly! If you should require assistance to shop, we have volunteers available to help.

#### How long does it take to shop?

It is suggested you allow one hour for your first visit. Items change frequently and you don't want you to miss anything. Wednesday is always our busiest shop day.

## May I take things for my own children if they attend a monthly school?

All items are for the teacher's classroom students and not their own children. This would be considered personal use and a direct violation of AGFT-S shopping policies.

May I bring my teaching assistant paraprofessional with me to shop for our classroom? Unfortunately not. They would be considered a guest.

## Can I shop for someone else?

Due to the large number of teachers served, it would not be possible for us to track individuals shopping for others. Only eligible personnel are able to shop.

## When can I shop?

We are open for shopping Tuesdays and Wednesdays from 1:00pm to 6:00pm and the last Saturday of the month from 9:00am to 2:00pm. All shoppers must check in 30 minutes prior to store closing.

For more information, please call A Gift For Teaching - Seminole (AGFT-S)

at 407.320.7768 or e-mail becky\_miller@scps.k12.fl.us

We are located at the Airport ESC complex, 1780 W. Airport Blvd. Sanford, Fla. 32771