

Lehrman Community Day School, Inc.
727 77th St, Miami Beach, FL 33141

Operations Plan – Private School

I. Arrival and Dismissal Operations

The school currently has two (2) arrival periods and three (3) dismissal periods.

The first arrival period begins at 7:55 A.M. for kindergarten-5th grade students and the second arrival period begins at 8:10A.M. for early childhood students. The drop-off of students takes place Monday through Friday from 7.55 A.M. to 8:45 A.M.

The first dismissal period begins at 12:50 P.M. for half day Turning Two, Toddler, and Nursery students. The second dismissal period begins at 2:40 P.M. for full day early childhood students. The third dismissal period begins at 3:05 for kindergarten-5th grade students. Student pick-up takes place from 12:50 P.M to 1:10 P.M and again from 2:40 PM to 3:30 PM Monday through Thursday; and from 1:50 P.M to 3:00 P.M on Fridays.

Our after-school program dismisses at 4:30 and 5:30 on Mondays and Wednesdays and at 4:30 on Tuesdays and Thursdays.

II. Access & Security

All external access points are secured during school hours and monitored via access control and video surveillance. The school has a secured perimeter fence along the entire property. There are two access control gates for vehicular access on Tatum Waterway and two on 77th Street.

Vehicle access for parking will be from 77th Street onto the school parking lot. School employees have assigned staff parking spaces with access control to the parking lot and segregated controlled access entrance on Tatum Waterway Drive.

All visitors, new families, employees, staff must enter via the main entry at the Welcome Center. At the Welcome Center visitors are registered, and passes are handed out. All employees and visitors are required to carry ID badges/Stickers.

The school is equipped with key-card access for all gates, doors, and elevators. The school is also equipped with video surveillance. Security is handled by the Director of Security and coordinated with onsite personnel and armed security officers. The school retains the services of off-duty Miami Beach Police Department Officer during school hours.

III. Delivery & Collections

Deliveries and trash collection will take place on Dickens Avenue via a service alley. The service alley is located on the northeast side of the property. Deliveries will be received from the proposed service alley that runs east-west along the north property line and perpendicular to Dickens Avenue. The service alley allows for temporary parking for deliveries, collections, and servicing within the property. The proposed service alley will serve the kitchen, the trash room, and grease interceptor.

Regular kitchen deliveries will be accepted twice a week before 8:00 A.M. and a third scheduled delivery time once a week, subject to the vendor's schedule.

In addition to kitchen deliveries, there are several third-party delivery companies that provide package delivery services at the main entrance on 77th Street. They enter the main building through the Welcome Center. These include the United States Postal Service, UPS, FedEx, and online deliveries from vendors such as Amazon.

Trash collection will take place in the same area as the kitchen deliveries, in the service alley. A trash room will be provided on the Northeast side of the school and located next to the kitchen. The trash room will have direct access to the service alley. Collection takes place during the regularly scheduled City's time for the property, generally before 11:00 AM.

IV. Staffing

Enrollment changes on a yearly basis and staffing needs change accordingly. Personnel is retained to provide quality educational services and support functions to the enrolled student population each academic year. Lehrman Community Day School serves grades Turning Twos through Grade 5; and staffing needs vary according to grade levels. Currently, the existing school is permitted for an enrollment of 548 student and depending on the number of students enrolled in the academic year, the maximum number of staff will be composed of as follows:

- Seventy-Six (76) Full time teacher
- Eleven (11) Full-Time administrators
- Twelve (12) Staff members
- Four (4) members for food and snack distribution
- A janitorial service for cleaning
- Security Personnel
- Clergy Personnel

V. Students

Student population at the school will increase or decrease in any academic year depending on the amount of enrollment secured. Lehrman Community Day School serves grades Turning Twos through Grade 5. The school is a well-established (1960) private Jewish Day School with continuous operations for over sixty (60) years. Currently, the school is permitted for an enrollment of five hundred forty-eight students (548), with no plans to increase student capacity beyond said number.