

***STUDENT AND PARENT
HANDBOOK***

2008 – 2009

Edna Mae Fielder Elementary School

“A SEA OF SUCCESS”



Change does not change tradition.
It strengthens it.

Change is a challenge and an
opportunity; not a threat.

- Prince Phillip of England

Mission Statement

of the Katy Independent School District

In partnership with parents and community, the Katy Independent School District, as a premier district in the state of Texas, seeks academic excellence for each student to pursue a productive and fulfilling life through a balanced curriculum aligned with quality instruction and assessment of achievement.

of Edna Mae Fielder Elementary School

The Mission Statement of Edna Mae Fielder Elementary School is to **E.D.U.C.A.T.E.:**

EXCEL – in providing an educational program that exceeds the expectations of the community

DETERMINE – where each student is and the best way to advance them to the next level

UNIFY – our efforts to meet the needs of all students

CHALLENGE – all students to work to their greatest potential

ACHIEVE – that which was thought to be unachievable

TRAIN – students in the areas of character, compassion, and consideration for each other; and to value education

EXPECT – nothing short of our best, the best of the students, and the best of their parents

Edna Mae Fielder Elementary School Falcons

Soar to Success

District Administration

*Alton Frailey
Superintendent*

*Dr. Elizabeth A. Clark
Deputy Superintendent
Curriculum & Instruction*

*Thomas Gunnell
Deputy Superintendent
Administrative Services*

*Lenny Schad
Deputy Superintendent
Technology*

*Janine Phillips
Executive Director
Elementary Instruction*

School Office

Phone # 281 – 237 - 6450

Transportation

Phone # 281 – 396 – 7560

School Site Administration

*Mark Vigario
Principal*

*Ileana Duran-Reyes
Vice Principal*

*William Rhodes
Vice Principal*

Board of Education

Joe M. Adams – Vice President

Rebecca Fox - Secretary

Chris Crockett

Eric M. Duhon – President

Judith Snyder – Sergeant-at-Arms

Robert Shaw – Treasurer

Tom Law

District Office

Phone # 281 – 396 - 6000

KISD Police

Phone # 281 – 675 - 7000

Dear Students and Families,

Welcome to Fielder Elementary School. We are looking forward to working with you during the 2008 – 2009 school year. After reading and discussing the information in this handbook, please **sign the forms on the last pages and return them to your child’s classroom teacher.**

We look forward to serving you and your children this school year. We are dedicated to maintaining the academic and behavioral standards that we started two years ago, and will continue to provide your children with an outstanding education.

We continue to make changes and adjustments, including some wonderful additions to our staff. We are also pleased to announce the continuation of our Character Traits program.

We are confident that Fielder Elementary will continue to be a school of high academics, high expectations, high energy, and some serious fun.

We continue to look forward to building our relationship with the Fielder community. We are very aware of the importance of your support, and know that we can only achieve our expectations through cooperation, communication, and teamwork.

If this is your first year as part of this wonderful Fielder Family we are so happy to have you on this wonderful journey through elementary school.

For those of you who are new to Fielder this year . . . Welcome to the Family!!! You are in for a great experience. As we have said before, “You will soon find out that at Fielder you don’t just attend or work here, or just send your children here, but rather you become a part of it and it becomes a part of you.”

Here’s to another awesome school year.

Thank you,

The Fielder Elementary School Staff

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GENERAL INFORMATION

SCHOOL STAFF

Office

Marietta Bertero
Nancy Butschek
Missy Fulmer
Ineke Haase
Cathy Radvansky
Ileana Reyes
William Rhodes
Beth Thompson
Mark Vigario

Kindergarten

Laura Campbell
Jo Anne Flamm
Darlene Fritchie
Sandra Medellin (B)
Karina Podesta (B)
Nancy Schraub
Bekah Swick
Andrea Torres (B)

Second Grade

Darla Berg
Sally Gillespie
Becky James
Alice Keeney
Kathy Krebs
Mireya Lara (B)
Brenda Perez (B)
Kristen Waldron

Fourth Grade

Melissa Compian
John Curley
Tina Forester
Maripat Herzog
Julie Hicks
Irma Medina (B)
Debbie Villarreal

Custodial

Maria Ceja
Claudia Cerritos
Phillip Cutliff, Lead
Lucy García
Aracely Muñoz

First Grade

Lucia Bayliss (B)
Stephanie Duffy
Debbie Ellis
Karri Harkins
Lynn Margolis
Jaime Rickerson
Maria Uceda (B)

Third Grade

Hemali Shah
Kim D'Urso
Sally Gunn
Effie McAteer
Sarah Holmes
Rebecca Ramirez (B)
Francheska Robles (B)
Barbara Tyler
Jenny Wilkinson

Fifth Grade

Sharnell Anderson
Marcia Dye
Angel Gray
Octavio Llauger (B)
Jennifer Martin
Charis Prendergast
Jeane Shaw

Pre-Kindergarten

Pilar Fregoso (B)

Specials

Doug Cross
Mary Katherine Florian
Kris O'Leary
Bart Plumb
Frances Raburn
Debbie Pope

REACH

Babette Dunham
Carolyn Gribble
Maria Seng

Library

Lori McFarland
Stacy Cook

Paraprofessionals

Debbie Cancienne
Starla Davis
Norma Garza
Cindy Lehman
Beatriz Mariscal
Janet Martinez
Christina Massengale
Lethia Nash
Erica Prado
Carrie Retzlaff
Paula Tigert
ESOL - TBD

Cafeteria

Angie Kons
Nancy Maystrik

Special Education

Diana Durlam
Clare Dolen
Bill Lecompte
Lenay Pergram
Lisa Phillips
Marlene Plaia

GT

Jodi Foreman

ESOL

Liz Shaikh

Computers/ITF

Andrea Keith

SCHOOL CALENDAR

SCHOOL HOLIDAYS

Labor Day	September 1, 2008
Thanksgiving Vacation	November 26 - 28, 2008
Winter Holiday	Dec. 22, 2008 – January 2, 2009
Martin Luther King Day	January 19, 2009
President's Day	February 13 & 16, 2009
Spring Break	March 16 – 20, 2009
Good Friday	April 10, 2009
Memorial Day	May 25 - 26, 2009
Last Day of School	June 4, 2009

SCHOOL HOLIDAY – POSSIBLE BAD WEATHER MAKE-UP DAY

April 13, 2009
May 26, 2009

STUDENT HOLIDAYS

January 5, 2009
June 5, 2009

DISTRICT PARENT HANDBOOK 2008-2009

The Katy Independent School District's 2008-2009 Student Code of Conduct has been distributed to all households in the district. This handbook contains useful information related to district practices and procedures. If you have not received your copy or have misplaced it, please call us.



SPECIAL PROGRAMS

ADAPTIVE BEHAVIOR

Students are placed in an adaptive behavior program by an Admission, Review and Dismissal (ARD) committee after all services and instructional programs have been attempted and documented by the home campus. The AB cluster classroom is for providing effective and efficient programming for students who exhibit severe behavior difficulties requiring self-contained programming. Students considered for this program shall be capable of managing an academic based curriculum in addition to comprehending the classroom behavior system. The classroom is not designed as a district-wide placement option for students with severe behavior difficulties. The goal of the cluster adaptive behavior classroom is to provide a short-term placement that allows students from the feeder campuses to be reintegrated back to their home campus.

BILINGUAL PROGRAM

The goal of bilingual education programs shall be to enable limited English proficient students to become competent in the comprehension, speaking, reading, and composition of the English language through the development of literacy and academic skills in the primary language and English. Such programs shall emphasize the mastery of English language skills, as well as mathematics, science and social studies, as integral parts of the academic goals for all students to enable limited English proficient students to participate equitably in school.

CHALLENGE

Elementary students identified as gifted and talented (GT) participate in Challenge, a program that seeks to develop critical and creative thinking, problem solving, independent inquiry, research skills, and affective learning. In grades 1-5, identified students spend one day a week in the Challenge classroom, participating in thematic units of study that extend and enrich the core curriculum.

During the 2008-2009 school year, Challenge students will focus on the theme *Structures*. The first unit will cover Fine Arts. We will study painters, sculptors, writers and composers from Renaissance masters to modern. The second unit covers China. Fielder students will study ancient China and modern China and its influence on the world. The last unit of the year is Chemistry. We will learn about the periodic table, polymers, compounds, and perform many experiments.

DESTINATION IMAGINATION

The **Destination Imagination Team Challenge** is a challenge that is solved over a period of eight weeks or more. There are five competitive Team Challenges from which teams may choose, each with its own educational focus. Each Team Challenge is designed to be open-ended and solvable in many ways and on many levels.

Challenge A: Technical/Mechanical

Challenge B: Theater Arts/Science

Challenge C: Theater Arts/Fine Arts

Challenge D: Theater Arts/Improvisation

Challenge E: Structural & Architectural Design

Destination Imagination teams are formed in the fall. If your child is interested in being on a team or if you are interested in serving as a Team Manager, please contact Jodi Foreman at jolindaforeman@katyisd.org or (281) 237-4756. Students do not have to be in the Challenge program to participate in Destination Imagination.

DIAGNOSTICIAN

The role of the diagnostician is to provide support to students, teachers, and parents by administering full individual evaluation of children who are referred to special education. She/He is also resourceful in providing campus staff and parents with information regarding the special education processes.

ENGLISH AS A SECOND LANGUAGE (ESOL)

English for Speakers of Other Languages (ESOL) is a program that provides intensive instruction in listening, speaking, reading, writing, and comprehending English. The ESOL program is taught by teachers certified by the state to teach ESOL. All students must receive instruction in the Texas Essential Knowledge and Skills (TEKS).

The purpose of the ESOL program is to develop competence in English. Instruction focuses on learning English for effective participation in all academic classes. The ESOL program provides balanced instruction in language arts, mathematics, science, and social studies using strategies, methodologies, and state-adopted materials appropriate for second language acquisition.

GIFTED AND TALENTED

Identification of students for the GT program is based on a combination of quantitative measures such as ability and achievement scores, and qualitative measures such as parent and classroom observations. Parents and staff members have the opportunity to refer students for screening each year. Students in grades 1-4 may be referred in the spring semester. Kindergarten and 5th grade may be referred in the fall. GT services begin the following school year for all grades except kindergarten which begins service in March. Transfer students who qualify for screening may be referred for screening upon enrollment.

If you have any questions about Gifted and Talented, or the referral process, please contact Jodi Foreman at jolindaforeman@katyisd.org or (281) 237-4756.

HANDS-ON-SCIENCE

Hands-on-Science is a student centered program that utilizes small groups to reinforce science objectives that have been previously covered in their science class. Our students look forward to meeting in these small groups because of the interactive nature of the experiments, as well as the enrichment of concepts that they have previously learned. We are always looking for volunteers from our community to lead our small groups about once every month. There is absolutely no previous science training required to lead one of our small groups of students successfully. Hands-on-Science is a great opportunity for parents and grandparents to get involved in their child's learning.

REACH

The REACH (Reading Empowers All Children) program provides intensive instruction to students identified as "most" at risk of failing to meet grade-level expectations in reading. The goal of the program is to accelerate the learning of identified students so that they are successful in the general education classroom and on the Texas Assessment of Knowledge and Skills (TAKS). The instructional focus of REACH is to develop students' word attack skills and reading comprehension strategies. Instructional components include:

- Phonemic awareness
- Phonics
- Fluency
- Vocabulary
- Word recognition
- Comprehension strategies
- Test-taking skills

SCHOOL NURSE

A registered nurse is on duty to provide health care, health teaching (on a personal level, in classrooms or groups of classes), emergency care, routine monitoring of health, vision, and hearing screening, and monitoring of students' immunizations to assure compliance with the Texas Department of Health requirements.

The nurse works closely with all teachers and staff to assure students' optimal health and wellness thus promoting optimal success. The nurse helps plan accommodations for students with disabilities working closely with all staff involved and works closely with the counselor to promote social and emotional wellbeing of students.

SCHOOL COUNSELOR

An elementary school counselor has a variety of duties and responsibilities. The components of a Texas public school counseling program include guidance curriculum, individual planning, response services and system support/program management. These components help in creating a comprehensive program that focuses on academic, personal/social, and career development of students. Some of the major functions of the counselor are:

- Conferencing with teachers, administrators, and parents regarding student progress in academic or behavior areas
- Coordinating the testing program for the school
- Helping to identify, refer and process paperwork on special students
- Conducting counseling sessions with individual students
- Leading group counseling sessions
- Coordinating school-wide guidance-related activities and developing guidance lessons in the classroom
- Being a resource for students, teachers, and parents
- Making appropriate referrals for special services for students and families within the school and community
- Working with specialized populations which require special attention
- Developing student career awareness

SCORE

The Student-Centered Options for Reaching Excellence (SCORE) process has been created to assist teachers and other school personnel in improving the performance of any student who is not making satisfactory educational progress in the regular education program. The goal is to foster classrooms where excellent teaching is directed toward the variable learning needs of a diverse student population, providing a foundation for meaningful instruction and ongoing assessment. To achieve this goal, school personnel must enrich and supplement the general education program through analysis of individual student performance, consultation, collaboration, and in-class support. School personnel must identify and implement a variety of pedagogical techniques that will empower teachers to differentiate instruction in order to meet the needs of individual students.

SCORE is a proactive approach to meeting the academic and behavioral needs of individual students. It is both an intervention and referral process. It is designed to form cooperative interdisciplinary teams that will work together to lend support to the efforts of regular classroom teachers and to bring about improved academic performance for students who are achieving below expected levels based upon aptitude, behavior, and/or district standards.

SPECIAL EDUCATION – RESOURCE SPECIALIST

The Resource Program is designed for students who have been identified with learning disabilities or other disabilities that may impair their ability to perform in a regular classroom. Individualized education plans (IEP) are developed for these students in order for them to learn at their pace or level. With a smaller group of students and one-on-one instruction, these students are able to receive the support they need to achieve their goals.

SPECIAL EDUCATION - SPEECH/LANGUAGE SPECIALIST

The Speech Program at Fielder is a Special Education service for those students who qualify based on need. When a referral is received from the counselor, a request for testing is submitted and one of our designated assessment therapists will schedule an assessment at Fielder. Based on test results, a recommendation is presented at an Admission, Review, and Dismissal Meeting where placement is determined. Speech therapy includes remediation of any of the following disorders: articulation (sound production), language (receptive and expressive), voice, and fluency (stuttering). Students work in small groups typically twice weekly for 30 minutes.

STUDENT PROGRAMS

It is our desire that you thoroughly understand your child's educational program. A summary of some of the student programs follows:

ART

Paint, Draw, Sculpt! These are just a few things children will do in the art room! We are so excited and have some wonderful projects planned for this year. We will use many different media like: oil pastels, chalk, watercolor, tempera, color pencil, ceramics, and much more. Not only will children create, they will study art history, and learn to see and think like an artist....We will guide them to become more observant by simply talking to them about what they see in art, nature, how light affects color, and noticing lines, shapes, textures....in objects and their surroundings.

“Children are natural observers.” By teaching children what they see from an aesthetic perspective, we can also develop their appreciation of art, nature, life, and the artwork it inspires.

Students go to art every 4 days for 50 minutes. On early dismissal days they go to art for 30 minutes.

COMPUTER TECHNOLOGY

Technology is an important part of the Fielder Elementary curriculum. Students, at all grade levels, participate in technology based activities that are integrated into the total elementary curriculum and reinforce learning while students gain technological awareness. From kindergarten onward, students use technology to access, analyze, and present information and to master basic skills. Technology integration includes the use of internet research

tools, multimedia presentation tools such as Kid Pix, Power Point, United Streaming, digital imagery, as well as enrichment and remediation in all subject areas.

ELEMENTARY ADVANCED ACADEMIC PROGRAM

The needs of advanced learners in mathematics and science in grades 4 and 5 will be met through Math and Science Investigators, a curriculum compacting program. Curriculum Compacting is an instructional pacing strategy which supports differentiated instruction for advanced learners. It provides students who demonstrate a high level of mastery of unit content prior to instruction (demonstrated by student performance on a district developed pre-assessment) the opportunity to extend their learning through related replacement activities connected to the curriculum.

LANGUAGE ARTS

Our goal is for our students to become confident with the skills delineated under the Language Arts Competencies. Students will become active, attentive and critical listeners. They will develop an understanding of the connections between language and print through reading. They will speak appropriately to different audiences for different purposes. Students will also strive to become eloquent writers.

LIBRARY MEDIA CENTER

The Fielder Library Media Center is the "hub" of the campus' instructional program. The mission of the library media center is to educate all students to successfully navigate the information age of the twenty-first century empowering them to be proficient life-long learners.

The students utilize the facility and a variety of resources to meet academic needs and to provide a source for recreational reading. Students are welcome to use the library resources between 8:10 a.m. and 3:30 p.m. Monday through Friday during the school year.

The students meet regularly with the library media specialist for story times, book talks, and lessons that foster the use of the library and its resources. A multimedia approach to research is taught utilizing a variety of current and relevant resources such as CD's, video and audio cassettes, online resources, books, periodicals, and other forms of media that are integrated with the classroom curriculum. Katy ISD uses the Big6 research model.

Each student is given a Katy ISD ID badge for which he is responsible during the school year. This badge must be presented at the circulation desk each time he/she checks out materials. Our policy allows each student to check out books only. Audio visual materials may be used in the library. Books are circulated for two weeks and may be renewed by the student on or before the due date.

Overdue notices are emailed to the homeroom teachers each week. If the book is not returned, a printed notice is sent home the following week in the communication folder. Overdue fines are not charged; however, the student is required to pay for lost or damaged materials. The payment will be refunded if the lost book is returned in good condition.

Each year the library staff sponsors various reading incentive programs. Many of the programs are promoted school wide, while others are designed for specific grade levels. The objectives of these programs are to

develop a proficiency in using library resources and to foster life-long reading. Although the reading incentive programs are not mandatory, all students are encouraged to participate in these enrichment activities. A notice is sent home prior to the beginning of each program.

Book fairs are held annually. The profits are used to purchase new materials for the library, sponsor authors' visits, and fund reading incentive programs. Parents are encouraged to attend and assist their student with his/her selections.

The library staff looks forward to assisting the students this year. Information about what is being emphasized in the library media center each month may be obtained through the library section of the Fielder website by clicking on "What's Happening." The library staff wants this year to be both memorable and productive for all students.

MATHEMATICS

Fielder Elementary School's mathematics program is designed to develop mathematically literate individuals, who value mathematics, are confident of their mathematical abilities, are able to communicate and reason mathematically, and are mathematical problem solvers.

This year we will begin using our newly adopted math curriculum from MacMillan/McGraw Hill – Texas Mathematics.

MUSIC

We believe in MUSIC! We believe in FUN!

The goal of the Fielder Music Program is to give all students a well-rounded music experience which will encourage a life-long appreciation of the arts. Students are involved in singing, movement, listening activities, learning about music from different cultures, studying composers, and of course, their favorite--playing instruments: xylophones, drums, triangles, temple blocks, even boomwhackers---We play them all!

The music curriculum is full of music and activities using textbooks, posters, CDs, and technology to study the six elements of music--melody, rhythm, harmony, form, texture, and timbre.

Students are also given a variety of performance opportunities throughout their elementary years. Fourth and fifth graders all learn to play the recorder, a small wind instrument which helps students with music reading skills.

Fifth graders also have the opportunity to join the Golden Falcons, Fielder's 5th Grade Choir, which is open to every 5th grader who loves to sing! The Golden Falcons Choir is a huge part of the elementary school experience. The choir works hard throughout the school year to achieve not only a beautiful tone and wonderful performances but also to teach responsibility and dependability. We have performed at school, at

nursing homes, throughout the community, at the mall, and even throughout the state---our favorite place being Sea World of Texas in San Antonio!

The music program at Fielder supports every aspect of the school. Music involves the 'heart and soul' and makes a difference in the future of children!

PHYSICAL EDUCATION

Move to learn and learn to move is the Fielder Elementary School physical education philosophy. Students participate in a variety of physical activities designed to promote and facilitate physically, mentally and socially active students for 50 minutes every other day. The curriculum integrates a balance of Texas Essential Knowledge and Skills (TEKS) with that of the Coordinated Approach to Child Health (CATCH) program and is designed to immerse students in a fun environment that supports and promotes an interest in being physically active and healthy.

Safety is our number 1 concern in physical education. Students are required to wear appropriate clothing and footwear (tennis shoes/rubber soles court shoes) during physical education class. Inappropriate shoes such as boots, heels, heelys, sandals, flip-flops, or fashion tennis shoes are not safe for active participation.

Students have the opportunity to participate in a variety of engaging activities throughout the school year. Running Club provides students the opportunity to earn rewards as they accomplish mileage goals throughout the year, while also increasing their cardiovascular endurance. Governor Perry recently signed Senate Bill 530 implementing required physical fitness evaluations for public school students in 3rd through 12th grades. The State has mandated the use of the Cooper Institute FITNESSGRAM as the state's tool for evaluation. The components of testing will be: cardio respiratory endurance, body composition, muscular strength, muscular endurance, and flexibility. Your child will be receiving information concerning their testing schedule from the campus. The results of the physical fitness evaluations will not impede grade point average, grade placement, graduation, or campus ratings. The evaluation of health fitness criteria will be used to encourage progress towards reaching the optimum health fitness zone. You will find answers to frequently asked questions by referring to the following website: www.fitnessgram.net.

Students are also provided the opportunity to participate in the American Heart Association's Jump Rope for Heart event in an effort to raise money for heart research and engage in cardiovascular activities with jump ropes. Each year, one grade level is selected to showcase their physical education skills in a choreographed themed program. All students also participate in a variety of physically challenging stations at Field Day in the spring.

SCIENCE

Students in grades 1st - 5th will receive Science instruction from their classroom teacher every day. We try to balance hands-on activities with problem solving skills. Our Science Lab will be available for all grade levels. The TAKS testing demands that students have a rich Science vocabulary. Our hands-on Science program is a

great opportunity for parents and grandparents who want to be a part of our Science lessons here at Fielder to get involved in their students' learning.

SOCIAL STUDIES

Students in grades K – 5th receive social studies instruction based on KISD objectives and Texas Essential Knowledge and Skills (TEKS) objectives. Each grade level maintains particular themes and units of study unique to that grade level while building upon previously learned skills. All grades incorporate studies of communities, customs, maps, landforms, economics, government, and persons of historical significance. These skills may be taught through specific skill lessons, or within a special unit of study. Starting in Kindergarten, all students also participate in the Junior Achievement program with volunteers from the community. Students learn business and economic standards in an interactive, age-appropriate format. Social studies is a cross-curricular subject, blending well with language arts, non-fiction reading, math, science, and technology.

TWO-WAY IMMERSION PROGRAM

Fielder Elementary will be implementing the Two-Way Immersion Program in kindergarten this year. The two-way immersion program will provide instruction in both English and Spanish, with the goal that participating students will become bilingual, bi-cultural and bi-literate citizens. Utilizing a simultaneous literacy model, native speakers of both English and Spanish will receive equal amount of language arts instruction in both languages.

SCHOOL INFORMATION AND PROCEDURES

ACCIDENTS OR ILLNESS

If your child becomes ill or is injured at school, he/she will receive aid and assistance from the school nurse.

If it is determined that your child should go home and/or receive additional professional attention, you will be notified immediately.

SICK OR INJURED CHILDREN ARE NEVER SENT HOME EARLY WITHOUT PARENTAL NOTIFICATION AND PERMISSION.

PARENTS SHOULD MAKE SURE THAT ALL "EMERGENCY CARD" INFORMATION IS ACCURATE AND CURRENT.

ARRIVAL/DISMISSAL

Arrival

Students arriving by **bicycle, walking, daycare, or bus** will gather in the gymnasium with their class until the 8:10 bell rings and it is time to proceed to class with their teacher. If you plan for your child to walk or ride a bicycle to school, PLEASE WALK THE ROUTE WITH HIM/HER SEVERAL TIMES BEFORE PERMITTING HIM/HER TO WALK/RIDE ALONE. Once the students are on school grounds they must walk their bicycle the rest of the way. Please remind your child to pay attention to the crossing guards, teachers, and safety patrollers.

Students arriving by **private automobile** **MUST** be dropped off at the **Parent Drive Thru** area in the front of the building. Parents/guardians are asked to please remain in their cars through the Parent Drive and stay in line so their child can be dropped off at the curb. This is to ensure the safety of all students as well as the smooth flow of traffic. **Parents are strongly encouraged to drop off their children between 7:55 and 8:10.** The front south side of the building is reserved for buses, while the front of the building is reserved for parents/visitors wishing to come inside the building and daycare drop-off. **All students must be accompanied by an adult if they are going to walk across the Parent Drive Thru.** These students will gather in the gymnasium with their class until the 8:10 bell rings, and it is time to proceed to class with their teacher. Only staff members may be in the hallways before 8:10 a.m. unless a conference has been prearranged with a teacher. If a conference has been scheduled, parents/guardians must check in at the front office. The office staff will contact the teacher and then the parents/guardians may proceed to the classroom or conference room.

Though we will still have adult supervision in the morning, Safety Patrol will no longer be assisting students out of their automobiles.

Dismissal

Walkers will be dismissed from the back of the building. **Bicycle riders** will be dismissed from either the north or the south sides of the school. **Bus riders** will be dismissed from the gymnasium to load the buses after walkers and bike riders have been dismissed.

Daycare buses will load on the north side of the building. Most area day cares are conscientious about dropping off the children between 8:00 a.m. – 8:15 a.m. and picking up the children promptly at dismissal time. If we begin to experience problems, we will ask your assistance in reminding your day care about our school hours. **PLEASE** be sure your child's teacher knows which daycare bus your child will be riding (if applicable).

All students being picked up by **private automobile** **MUST** be picked up at the Parent Drive Thru in the front of the building. Anyone attempting to pick up a child by private automobile from another location will be re-routed to the Parent Drive Thru. Parents/guardians are asked to stay in their vehicles to pick up their children at the Parent Drive, as it is extremely unsafe to walk between cars that may be moving. Staff on duty will help students into the parent/guardian vehicles. In an effort to ensure the safety of our students at the Parent Drive Thru during dismissal time, we ask that you do the following:

- List the first and last names of the child(ren) you will pick up at dismissal time on the back of a large sign (no smaller than an 8.5 x11 piece of paper).
- Please use **LARGE, BOLD, BLACK** letters so the sign will be easy to read.
- Place this sign in the front window by the passenger side of your car each day when you come to pick up your child(ren). The teacher in charge will call for your child, and the safety patrol will help him/her into the car.

ATTENDANCE/TARDIES

The importance of regular, daily attendance cannot be over-emphasized. State law requires mandatory attendance and research shows that student success is dependent on good attendance. **If your child is going to be absent from school because of illness or for a personal reason, please call the office on the day of the absence to let us know.**

1. Students are expected to report to class on time.
2. Students who have been absent from school **must** bring written excuses from their parents upon their return **only** if they did not call the school office the day of the absence.
3. While it is important for students to return as soon as possible following an illness, they should not return too soon. **If a student is not well enough to go outdoors at recess, he/she should not be in school.**
4. If attendance is a recurring problem, parents will be asked to meet with an administrator and teacher for the following reasons:
 - a. Absence without a written excuse or telephone call
 - b. Unexcused tardiness
 - c. Truancy, i.e., absence without parental permission

BIRTHDAY TREATS

If you plan to send a treat for your child's birthday, we ask you to follow these simple guidelines:

- 1) You are encouraged to send healthy treats.**
- 2) Birthday treats will only be served during the last 10 minutes of the school day.**
- 3) According to Federal regulations, birthday treats may not be served in the cafeteria during lunch.**
- 4) All birthday treats must be left at the front office so they can be delivered to the classroom by a member of our staff.**
- 5) Please contact your child's teacher to find out how many treats to send and if there are any allergies in the classroom (EX: peanuts, flour, eggs, milk, etc.).**
- 6) In order to prevent multiple treats on one day, please notify the teacher a few days in advance of the day you would like to send birthday treats.**
- 7) Please contact your child's teacher if you would like to schedule an alternative treat day if your child's birthday falls on the weekend, a holiday, or during the summer.**
- 8) Please send individual-sized treats that can be served and consumed during a short (10 minutes) period of time.**

Please note that only parents or grandparents may provide a treat for their child's class on the occasion of their own child's/grandchild's birthday. Thank you for your cooperation!

CAFETERIA SERVICES

You are urged to prepay for your child's lunch. If your child is absent, or brings a lunch from home, prepaid days are carried over to the next day/week. Your child will be notified when he/she has one prepaid day in his/her account. Prepaid checks should be sent to school on MONDAYS to assist with record keeping (Payable to Katy ISD). Each student will be assigned a lunch number to access lunch accounts. The student identification badge is scanned for this purpose.

The price of a student lunch, including milk, is \$1.50. There are extra items available for purchase – milk is \$.30, chips and assorted snack items are \$.50 - \$.75, and bottled water is \$.75.

CAFETERIA SERVICES - continued

Families may qualify for free or reduced price lunch. To be eligible for free or reduced price meals you must complete an application each school year. Once the application is processed the family will receive notification by mail regarding their eligibility for that school year.

During the 2008 - 2009 school year, the charge for reduced price meals will be waived and there will be no cost to eligible students.

For priority approval, please turn your application in during the summer months before the start of the new school year. Applications for next year will be available the last week of May 2009. Your family must have a new application on file to qualify for free and reduced meals for the new school year 2008 - 2009.

MealpayPlus:

MealpayPlus is your source for convenient, secure meal account management. We make it easy to apply funds to your child's account and check their account balance. No more worrying about sending money for meals – MealpayPlus has you covered! No more lost or stolen lunch money. Convenient, easy and secure... prepaying with MealpayPlus makes your life easier.

If you are already a registered user, simply sign in to MealpayPlus to manage and make payments towards your accounts.

If you are not already a registered user, simply register your account. Once registered, you can add money to your child's account using your bank account or using your Visa, MasterCard or Discover credit card. Payments can be made at any time using our standard payment or auto-payment options.

Auto-payment allows you to take the worry out of keeping track of your child's balance from day to day.

Simply set your MealpayPlus account to add money when their account falls below a certain amount.

MealpayPlus will add the money to your account and send you an email notification of the payment. It's that easy! (Sign up at www.katyisd.org)

CAMPUS ADVISORY TEAM

The goals and objectives for the instructional program are based on state and district educational goals.

Community members, parents, and staff of Fielder Elementary assist the principal in an advisory role in the writing of the Campus Improvement Plan each year. The Campus Advisory Team reviews and monitors the final plan.

CAMPUS IMPROVEMENT PLAN

Each campus in Katy ISD writes a Campus Improvement Plan every two years. This is a strategic planning document outlining the goals, objectives, and strategies for the school. The Campus Improvement Plan guides the work of the school so that we can meet our mission of improved student achievement. The implementation of the Campus Improvement Plan is monitored and evaluated throughout the biennium by the staff and the Campus Advisory Team.

CAMPUS VISITATIONS

Each campus principal has the authority to permit or deny any person access to the campus as deemed appropriate, in order to maintain a safe and orderly learning environment.

Parents/Guardians may escort their children to class on the first three (3) days of the school year only. Parents/Guardians must leave the classroom area before the 8:20 AM on these days.

CELL PHONE POLICY

Cell phones are not permitted on campus. All cell phones will be confiscated, and a fee of \$15.00 must be paid before the phone will be returned.

CHANGE OF TRANSPORTATION/EARLY DISMISSAL

Parents/Guardians must send a written note to their student's teacher to inform him/her of any change in the student's normal dismissal plan. The parent's written request may authorize another adult, other than a parent, to pick up the child. **IN AN EMERGENCY**, a parent/guardian may fax a change of transportation note before 2:30 PM (281-644-1515). Notes must be sent to the office for the stamp of authorization and copying. The original note or FAX will be returned to the teacher to confirm the approval of the change. Copies will be kept in the office in case there is any question of the child's method of transportation home.

Parents who need to pick up their child due to an **emergency** or **unforeseen** problem **must come to the front office and sign the child out**. We appreciate your cooperation in making these requests **before 3:20**, and limiting these occasions to **actual emergencies**. The office becomes very busy during dismissal, and we do not want to make an error on a student's method home from school. For safety and security reasons, please do not block the bus drive or attempt to pick up your child from bus dismissal. **NO STUDENT WILL BE RELEASED TO A PARENT AT THE BUS LOADING AREA**. It is **EXTREMELY DANGEROUS** for children and/or parents to maneuver around buses. Also for safety and security reasons, please stay in your vehicle when picking up students at the Parent Drive Thru. Once a child has been placed in a "Car Rider" line, parents who wish to take them out of the line must sign out their child through the front office. Parents will be given a 'green' Check-Out Pass which needs to be given to a staff member on duty prior to taking their child.

CHANGE OF TRANSPORTATION/EARLY DISMISSAL

(continued)

If a parent/guardian does not have time to send a written request in advance, the parent/guardian may call the campus. The principal or principal's designee shall verify that the parent/guardian was the person making the call.

Verification of a telephone caller's identity may include the following:

1. Requesting the parent fax a copy of his/her photo ID and a note specifying who is being designated to pick up the student and at what time.
2. Using phone numbers on the student's enrollment card to return contact to the parent.
3. Asking questions to further verify the identity of the caller.
4. Ensuring that a court order does not restrict the parent's rights.
5. Placing the parent on speaker phone so that the student can identify the voice.
6. Having the student identify the person assigned to pick him/her up.
7. Other methods deemed appropriate by the principal or designee.

The principal or designee should document all methods used to verify the identity of the caller.

CLASSROOM VISITATIONS

Parents may visit their children's classroom anytime they wish except during periods of testing. We encourage parents to provide ample notification prior to visiting the school or classroom. **All visitors must, however, check with office personnel before entering the school grounds or before going to the classroom.** A "visitor's badge" will be provided for approved visitors. This badge must be worn at all times while on campus and must be returned to the front office upon leaving. This is required for the protection of all of our students. Parent involvement and assistance in all classrooms is encouraged and appreciated. Unless you are invited to assist in your child's classroom for a specific event or purpose classroom visitations will be limited to thirty (30) minutes. Students are not permitted to bring student guests to spend the day. Parents may visit classrooms other than their children's. However, in order to limit interruptions to the educational process, we ask that these occur only on Tuesdays, be no longer than thirty (30) minutes, and that specific appointments be set through campus administration.

COFFEE KLATCH

On the second Thursday of each month that students attend school, Fielder Administration will be holding meetings with parents to discuss what is happening at Fielder Elementary, provide information about upcoming events, and answer any questions they might have regarding our school.

Meeting Dates and Times

<i>DATE</i>	<i>TIME</i>	<i>PLACE</i>
<i>September 11, 2008</i>	<i>9:00 AM</i>	<i>Science Lab</i>
<i>November 13, 2008</i>	<i>9:00 AM</i>	<i>Science Lab</i>
<i>January 15, 2009</i>	<i>9:00 AM</i>	<i>Science Lab</i>
<i>March 12, 2009</i>	<i>9:00 AM</i>	<i>Science Lab</i>
<i>May 07, 2009</i>	<i>9:00 AM</i>	<i>Science Lab</i>

CRISIS PLAN

The district and campus, in collaboration with local law enforcement, fire, and emergency response agencies have plans in place to handle various crises. Each campus has Emergency Response Guidelines to cover various situations. Students and staff are trained in evacuation, storm (duck and cover), and shelter in place (lock down) procedures. Procedures are in place for communication and parent pick up of students in various situations. The campus has an identified Crisis Management Team with assignments given to key staff members. The use of two-way radios on campus and Nextel radio links throughout the district assists with communication.

Parents or other visitors on campus during any safety drill or crisis situation are required to follow campus directives for their own safety.

FOODS OF MINIMAL NUTRITIONAL VALUE

Schools are in a powerful position to influence children's lifelong eating habits. To support this role and help combat the childhood obesity crisis, the Texas Department of Agriculture created new nutrition guidelines for public schools participating in the federally funded Child Nutrition Program. This includes the Katy Independent School District. Foods of minimal nutritional value (FMNV) and all other forms of candy may not be served or provided during the school day. **Exceptions include three designated school-wide events which Fielder considers: Giving Thanks Day, TBD, and End of the Year Party.**

Foods in the Foods of Minimal Nutritional Value category include: any carbonated beverages, frozen, sweetened water such as popsicles, gum, candy bars, hard candy, jellies/gummy candy, marshmallow, fondant, licorice, spun candy, and candy coated popcorn.

FOODS OF MINIMAL NUTRITIONAL VALUE (continued)

Parents are allowed to bring food/drinks for their child only. This includes lunches and snacks. Parents are strongly encouraged to consider healthy choices for student lunches, snacks, and birthday treats (please see Birthday Treats).

GUIDELINES FOR ACADEMIC GRADING

Grades need to be based on impartial, consistent observation of the quality of the student's work, mastery of course content, content standards, and objectives/checklists as demonstrated through classroom participation, homework and tests. Teachers need to evaluate a student's work in relation to the standards established for a particular grade level. Citizenship and work habits shall be reported separately.

When evaluating the overall performance of a student, teachers need to provide a rationale for discrepancies between the students's standardized test data and the student's overall performance.

When a student is absent from class and subsequently does not take a test or fulfill class requirements (i.e., homework, complete a project), the assigned grade may reflect this nonperformance. If a student has been absent due to illness or an excused absence they will be given a reasonable amount of time to complete missed assignments. Unexcused late or incomplete assignments may have an effect on a student's grade.

Regular education students, who are not identified as special needs students with active IEPs, and are working below grade level should have this indicated on their report card.

Grades for achievement shall be reported each marking period as follows:

- Kindergarten:

Academic Skills:

+ = mastery of area being assessed - = area being assessed not mastered

Social Development and Work Habits:

“Experiencing Difficulty” or “At Expected Level”

GUIDELINES FOR ACADEMIC GRADING - continued

- First Grade:

Academic Skills:

First Six Weeks

S = Satisfactory – indicates average achievement

N = Needs Improvement – indicates passing but needs improvement

U = Unsatisfactory

Second Six Weeks and after

Core Areas:	90 – 100	A
	80 – 89	B
	75 – 79	C
	70 – 74	D
	69 and below	F

Science and Social Studies:	90 – 100	E
	75 – 89	S
	70 – 74	N
	69 and below	U

- Second – Fifth Grade:

Academic Skills:

All Core Areas	90 – 100	A
	80 – 89	B
	75 – 79	C
	70 – 74	D
	69 and below	F

Non-Core Areas Art, Music, Physical Education

- 90 – 100 E – Excellent; outstanding and exceptional achievement
- 75 – 89 S – Satisfactory; normal and average achievement
- 70 – 74 N – Needs Improvement; passing but needs improvement
- 69 or less U – Unacceptable; below average achievement

Work Habits and Citizenship

- S – Satisfactory; normal and average achievement
- N – Needs Improvement; passing but needs improvement
- U – Unacceptable; below average achievement

NOTE: E’s are not given for Work Habits and Citizenship

HEALTH

The health of your child is important to all of us. Students who have definite signs of colds or other illnesses should not be sent to school. The parent of a student with a communicable disease should notify the school by telephone as soon as the illness is diagnosed. The school telephone number is 281 – 237 – 6450.

HOME-SCHOOL COMMUNICATIONS

Contacting a Teacher

Teachers welcome your notes and calls. Conferences can be easily arranged. Teachers are usually available to accept phone calls from 7:55 AM – 8:10 AM, and immediately after school. The office will take messages anytime, and the teacher will return the call as soon as practical. You may also email a teacher by going to www.KatyISD.org. From there you will click on “Campuses”, then click on “Elementary Schools.” You will then click on “Fielder Elementary” which will take you to the Fielder “Campus Website.” Once on our website, click on “School Staff” and then click on the name of the teacher you would like to contact. Communication between teachers and parents is extremely important.

If you are concerned about something, talk to the teacher first. Besides you, the teacher has the most direct contact with your child. If the situation is still not resolved, talk with an administrator.

HOMEROOM ASSIGNMENTS

Student’s classroom assignments are based on a variety of criteria. The number of students enrolled in school dictates to a large extent the organization of grades and levels within the school and classroom. State law and District policy set the number of students in a classroom.

Each classroom consists of students who are purposely placed with ranges of academic achievement. Because students learn at different paces throughout their development, teachers have developed skills for grouping and regrouping students for learning based on mastery of skills.

Requests for specific teachers will not be honored.

HOMEWORK POLICY

Homework is an important means of improving learning. It is the major opportunity for students to practice independently and to enrich what they have already learned. A complete description of the district’s homework policy will be distributed by your child’s teacher on Curriculum Night.

LIBRARY BOOKS

If a book is lost or damaged beyond repair, we ask for a replacement fee. The book will then be disposed of as per district property disposal procedures. We use your payment to purchase another copy of the book that has been lost or damaged. Report cards may be held until the lost book is found or paid for.

LOST AND FOUND

Lost and found items are kept in the Gym. Smaller items, such as glasses, keys, and jewelry, will be kept in the front office. At the end of each semester, items will be displayed for several days prior to being donated to charity. **Please write your student’s name on clothing items, lunch boxes, backpacks, etc., so they may be returned promptly if found.**

MEDICATION POLICY

The following requirements must be followed if your child must take medication at school:

1. Prescription or non-prescription drugs that need to be taken at school for 15 days or less:

- a) All prescription drugs must be in their original pharmacy container and labeled by the pharmacist. The label must include the following:
 - Student's name
 - Physician's name
 - Name of drug
 - Amount to be given and frequency of administration
 - Date prescription filled
 - b) All non-prescription drugs must be in their original container
 - c) All prescription and non-prescription drugs to be administered at school for 15 days or less must be accompanied by a written request, signed and dated by a parent or legal guardian.
2. Prescription or non-prescription drugs that need to be taken at school for more than 15 days:
 - a) All prescription and non-prescription drugs to be administered at school for longer than 15 days must be accompanied by a written request (form available from the nurse), signed by the prescribing physician and the parent or guardian.
 3. All medications will be stored and dispensed only in the school clinic. Failure to do so will result in disciplinary action per KISD policy as listed in the annual KISD Student Code of Conduct brochure.
 4. In accordance with the Nurse Practice Act, Texas Code, Section 217.11, the school nurse has the responsibility and authority to refuse to administer medications that, in the nurse's judgment, are not in the best interest of the student.
 5. Our medication policy covers all medications – including cough drops. If this policy is not followed, our nurse cannot administer medication at school.
 6. All written medication requests by parents/physicians must be renewed each year.

PARENT INVOLVEMENT OPPORTUNITIES

At Fielder Elementary School, we realize the power and potential of parents being involved in their children's education. We welcome and encourage you to actively participate in your child's education. The following chart is designed to help you identify the areas in which you could become involved.

CLASSROOM

Classroom Instructional Volunteer

Contact your child's teacher

Room Mother or Father

Organize class parties, etc.

Contact your child's teacher

Classroom Support From Your Home

Assist with misc. preparation activities

Contact your child's teacher

SCHOOLWIDE

PTA Member

Join and participate in monthly meetings.

Assist with PTA Fund-raisers

Watch for the school newsletter and notices sent home with your child.

Participate on the PTA Executive Board

Elected Positions

Participate in the Campus Advisory Team

Be a Special Presenter/Guest Speaker

Share a hobby, career, etc.
Contact your child's teacher

Elected Positions

Participate in Campus Committees

Watch for notices sent home with your child.



Please read the Fielder Elementary PTA Packet for a multitude of ways in which to get involved at Fielder.

PARENT-TEACHER ASSOCIATION (PTA)

Parents are an important part of the Fielder School family. We strongly encourage parents, grandparents, and other interested community members to join our Association. The membership dues are \$6.00 per adult. These dues help support the students at Fielder Elementary in a variety of ways.

PARENT/TEACHER CONFERENCES

Throughout the school year parents will be invited to attend a conference with the teacher. During these conferences, parents should feel free to ask questions and share ideas about each child's progress and behaviors. If you have questions regarding a progress report, please call your student's teacher.

PROGRESS REPORTS

Progress reports for your child will be sent home after the third week of every six-week grading period. These reports are expected to be signed and returned in a timely manner. Progress reports will differ in nature by teacher and by grade level, and may not cover every subject area every week. The purpose of these reports is to keep parents informed of their child's academic and behavioral progress.

RAPTOR

In the interest of student safety and security, Katy ISD utilizes a visitor tracking system designed to help protect students by tracking all campus visitors, including parents, volunteers, vendors, and contractors.

Upon entering the campus, all visitors must present one of the following forms of identification in order to gain entry to the campus beyond the front desk:

- Valid driver's license
- State-issued identification
- Immigration visa
- Green card
- Military ID
- Passport
- Consular Identification

Identification will be scanned or manually entered into the system and once cleared, the individual will be issued a visitor's badge, which must be worn while on campus and returned to the front office upon leaving.

REPORTING TO PARENTS

We have a minimum of six reporting periods to parents during the school year. Two reports are by parent-teacher conference. Additional reports are encouraged as the need arises. If you have a question or concern regarding your child's progress, please do not hesitate to contact your child's teacher.

SCHEDULES

Regular School Day

AM Pre Kindergarten	8:20AM – 11:20AM
PM Pre Kindergarten	12:40PM – 3:40PM
Kindergarten through Fifth Grade	8:20AM – 3:40PM

Early Dismissal School Day

AM Pre Kindergarten	8:20AM – 10:20AM
PM Pre Kindergarten	10:40AM – 12:40PM
Kindergarten through Fifth Grade	8:20AM – 12:40PM

SCHOOL - HOME COMMUNICATION

All parent communication will be sent home with your child the first school day of each week. This will be done in the form of weekly newsletters and/or progress reports. Please encourage your child to bring these notices home in readable form. Your interest in school notices helps students to understand their importance.

Fielder's weekly newsletter, put out by the PTA and administrations, as well as other campus information will be distributed through Campus eNews. You may sign up for Campus eNews by going to <http://pic.katyisd.org/>. Campus eNews allows you to have news and information from our campus delivered directly to your inbox. By signing up for this you may have news and information from any school in the district delivered to you electronically.

STANDARDIZED TESTING

Achievement tests are administered to the students throughout the school year. The TAKS (Texas Assessment of Knowledge and Skills) is an assessment developed by Texas Education Agency to assess mastery of grade level TEKS (Texas Essential Knowledge and Skills) in Language Arts, Math, Writing and Science. The Texas Assessment of Knowledge and Skills is given to students in grades 3rd through 5th. The TAKS-ALT and TAKS-M are given to special education students in grades 3rd through 5th. Test administration is scheduled as follows:

TAKS	TAKS-M	TAKS-ALT
3 rd Reading - 03/03/09	3 rd Reading - 03/03/09	TBA
3 rd Math - 04/28/09	3 rd Math - 04/28/09	
4 th Writing - 03/03/09		
4 th Math - 04/28/09	4 th Math - 04/28/09	
4 th Reading - 04/29/09	4 th Reading - 04/29/09	
5 th Reading - 03/03/09	5 th Reading - 03/03/09	
5 th Math - 04/07/09	5 th Math - 04/07/09	
5 th Science - 04/30/09	5 th Science - 04/30/09	

OLSAT/SAT 10

2 nd Grade -	October 06 – 16, 2008
5 th Grade -	October 06 – 16, 2008

STUDENT CHECK OUT

Any parents, guardians, etc., picking up children before regular dismissal times must first go to the office and sign them out. (Persons must be identifiable to the child.) Teachers will direct the child to the office for check out. **Any person picking up a child must be listed on the child's Enrollment Card.**

STUDENT REGISTRATION AT FIELDER ELEMENTARY

Student registration for the 2008 – 2009 school year began Monday, August 11th, 2008 at 9:00 am. Kindergarten and First graders new to the district can register in April 2009, for the 2008 - 2009 school year.

STUDENT SAFETY

For our children's safety, students are not allowed on campus earlier than 15 minutes (8:05 AM) before their starting time. Students should leave school promptly upon dismissal. We do not have supervision for students who arrive too early or stay late. In addition, students are not to leave school grounds without permission

TELEPHONE USAGE

Students are permitted to use school phones for emergencies only. Special arrangements for out-of-school activities or for transportation should be made prior to school. Forgetting homework is not deemed an emergency.

TEXTBOOKS

Each student is issued a copy of the textbooks for his/her grade at the beginning of each trimester. He/she is individually responsible for these books for that time period. If a book is lost or damaged, the student will have to pay the full or partial price, depending on the original condition of the book when issued to the student. It is very important that you and your child discuss his/her responsibility for these textbooks. We recommend that you tell your child to check at the end of each day for his/her textbooks. If a book is missing at that time, the class and the teacher can assist in locating the book. If a student waits until several weeks later, the chances for finding the book are slim.

VIDEO/VOICE RECORDERS AND CAMERAS

Due to confidentiality issues related to directory information and the Family Educational Rights and Privacy Act (FERPA), visitors may not use video recorders, voice recorders, or cameras unless it is a performance open to the public or during a private conference with permission by an administrator.

Public events are those events that occur when the general public has an opportunity to view students (i.e. outside for field day) or when students are not required to participate (i.e. a talent show performed after the end of the school day). If the event is during the instructional day (i.e. classroom or grade-level performances), students are considered a “captured” audience and directory information and FERPA rules apply. This is true even if parents are invited to observe.

SCHOOL ACTIVITIES

CURRICULUM NIGHT (FALL)

Fielder sponsors a night for parents to visit the school and discuss with teachers our school program for the new year. Teachers make presentations of their classroom programs and activities. It will be important for parents to make arrangements for the children to stay with friends or neighbors during this time. Students should not attend these sessions.

Curriculum Night was held on: August 21, 2008

MEET THE TEACHER

After class lists are posted in the Gym, parents and students are invited to tour the school, check out their classroom, and meet their teacher for the 2008 – 2009 school year.

Meet the Teacher was held on: August 20, 2008

OPEN HOUSE

Open House occurs in the spring. This is a time when parents and students can come together to visit the classrooms to view work and visit with the teachers. This is not conference time. Conferences should be scheduled individually with teachers at other times. The exact date for Open House is to be determined and notices will be sent home.

SAFETY PATROL

The Safety Patrol is a trained group of fifth grade boys and girls organized to promote safety in and around the school. These students are to be recognized as leaders of Fielder Elementary. All students should be instructed to obey the Safety Patrol in matters of safety.

The sponsor will organize, instruct, and maintain the safety patrol. Students on the safety patrol must maintain satisfactory grades. A student receiving a D-F-U under conduct or academic areas will be suspended from the patrol. If a student receives a C or N, he/she will be placed on probation for six weeks.

STUDENT COUNCIL

The Student Council consists of elected members that meet regularly with their advisor. This council will focus on the following: 1) Achievement Motivation, 2) Responsibility, 3) Cultural Competence, and 4) Self Esteem.

The efforts of our Student Council help students by:

- Developing an understanding of the democratic process
- Developing school spirit
- Providing communication between administration and students
- Giving students experience in leadership roles
- Sponsoring student activities to provide school spirit

STUDENT RECOGNITION

Students receive special recognition in their classrooms, as well as at the end of each grading period. These awards are intended to promote and recognize a variety of achievements including academic and citizenship. Four times this year Spirit Rallies will also be held in order to recognize students for achievement in non-academic areas. Students will also be given a variety of opportunities to showcase their work and talents.

TRANSPORTATION

Information concerning school transportation services can be obtained by calling 281-396-7560.

To obtain your child's bus route, you may do so through your computer:

- Go to Katy ISD website at www.katyisd.org
- Scroll down to "Katy ISD School Bus Route Information"
- Click on wording "click to view"
- Enter your street address number and three or four letters of your street name
- Enter grade level
- Click on "Go"
- A list of streets will appear at the bottom of the screen
- Click on school code number for route information

STUDENT RESPONSIBILITIES

It is our goal at Fielder to provide a safe and positive learning environment. Such an environment is enhanced by having well chosen rules.

The Professional Student:

The following are classroom expectations we have for every child in every classroom. These are the qualities that we feel represent the Professional Student:

1. Respects Self and Others
2. Respects Learning
3. Accepts Challenges
4. Puts Forth Personal Best
5. Actively Participate

The Professional Student will also:

- Respect all adults in authority
- Use appropriate, positive language
- Respect all materials and equipment
- Come to class **on time** physically and mentally prepared to learn

Other Rules:

- No chewing gum, or sunflower seeds
- No makeup
- No toys are allowed at school, unless with permission of teacher for use in class
- No trading cards of any kind are allowed at school
- No hats inside the building
- No cell phones

Dress Code:

The dress code is very important to our campus as it helps us maintain an orderly and academically-focused environment. The student dress code is addressed in the KISD Discipline Management Plan and Student Code of Conduct Handbook. There are also provisions for campus-based decisions regarding student dress code. Please make note of the following KISD dress code policies:

- All pants on male and female students must be worn at the proper waist level. They may not be worn below the waist level; pants should not drag on the ground.
- Baggy style, extremely large legged pants or jeans (especially those with pant legs larger than the child's shoes) are not acceptable.
- Shorts should be at fingertip length or longer, i.e. mid-thigh or longer. Lycra-spandex shorts/leggings are not appropriate for school.
- Shoes shall be worn at all times. Shoes should fit properly and be appropriate for classroom, recess, and physical education use without being a safety concern. Laces should be tied at all times. Socks help protect the feet against scrapes and cuts, even when wearing sandals. **Flip-flops and shower shoes are not considered appropriate for the elementary school environment. Light-up shoes and roller-shoes are not allowed.**
- Jackets, sweaters, sweatshirts, and other clothing of the same nature are to be worn appropriately or stored in classrooms. Students are not to wear clothing tied around their waists.
- Sports tank-top jerseys, spaghetti straps, halter tops, or open-backed dresses and tops are not allowed unless a shirt is worn underneath or an appropriate garment is worn on top, i.e. a sweater.
- Clothing that depicts or refers to alcoholic beverages, drugs, nudity, or contains obscene or profane slogans is prohibited.
- Hair shall be well-groomed, and out of the eyes. Hair glitter, colored gels, and/or dyes should not be used.
- Hats are only allowed on special days as designated by the principal. Hats are not to be worn inside any building.

If your child is inappropriately dressed, you will be called to bring a change of clothing.

Lunchroom Rules:

- All food, forks, straws, trays, etc. must be kept in the lunchroom.
- Stand in line quietly, facing front, with hands to self.
- Speak in a soft conversational voice at lunchtime.
- Walk in the lunchroom at all times.
- Remain seated at assigned tables at all times.
- Raise your hand to ask permission to leave your seat.
- Use appropriate manners.
- Clean up own area.

Assembly Rules:

- Sit quietly, hands to self, facing forward.
- Raise hands for questions at the end of presentation.
- Applause only at the end of presentation.
- No booing, woofing, or inappropriate laughing.
- A raised hand will be our school signal for silence

General Playground Rules

The following is not allowed:

- Kicking volleyballs or basketballs (only footballs, red balls, and soccer balls may be kicked and only on the field area).
- Pushing, wrestling, play fighting or kick-fighting.
- Kicking of any balls on cement.
- Football throwing or football games on the cement.
- Equipment from home.
- Skateboards or bicycle riding on campus between 7:30 AM and 5:00 PM.
- (Scooters are allowed, but must be locked up in the bike rack area)
- Throwing bark, rocks or any other object.
- Entering the building without a pass.

Lining Up:

- At the sound of a whistle - everyone freezes.
- At the sound of a second whistle - students will immediately **walk** to assigned line-up spot.
- Students must stand in line quietly, facing forward, hands to their sides.
- No pushing, wrestling, play fighting or kick-fighting in line.

Restrooms:

- Students may not play in the restroom.
- Throw all paper towels in the wastepaper basket. They are not to be brought out of the restroom.
- Students may not wet their heads with water.
- Flooding, defacing, or any like acts, may be reason for suspension.
- The restroom is not a play area.

Drinking Fountains:

- Students may not play in or around fountains.
- Drink quickly to allow others a turn.

Climbing Apparatus:

Two hands must be kept on the bars at all times. The following is not allowed:

- Cherry drops
- Placing oneself underneath bars
- Sitting on bars
- Tag on apparatus or in bark areas
- Any unsafe play
- Climbing up a slide
- Going down a slide more than one at a time

Before/After School:

Students will:

1. Not arrive on the school grounds earlier than 7:55 AM.
2. Go directly to the Gym if they arrive prior to 8:10 AM.
3. Leave the school grounds promptly at dismissal time.
4. Walk and not run in all hallways and on the black top.
5. Refrain from bringing roller blades, skates, skateboards, skate shoes, and shoes that light up or make music to school.
6. Practice all school rules pertaining to safety and courtesy coming to or leaving school.

Office Referrals:

Students are expected to obey all adults on campus who are responsible for maintaining a positive learning environment. Teachers or supervisors may refer students to the office for fighting, assault, possession of dangerous objects/substances, damaging school property, gang related offenses, and continued willful disobedience. The school administration will follow up on referrals and impose consequences as appropriate.

Note: Our school is to be an exceptional place in which to live and learn. We will maintain an atmosphere that is friendly and conducive to learning. Any student who chooses not to follow our rules must learn that there are consequences for their choices.

Consequences for Disregarding School Rules

1. Students who disregard a rule during class time or recess will be involved in one of the following depending on the nature of the infraction and the frequency of the infractions:

- Teacher/Student Conference
- Teacher/Parent Conference
- Administrator/Student Conference
- Administrator/Parent Conference

2. At these conferences the classroom teacher or administrator may impose consequences.

3. Severity of consequences will increase with repeated violations.

4. These consequences may include, but not be limited to the following:

- (a.) Restitution
- (b.) Removal from class
- (c.) Parent shadowing
- (d.) Confiscation of items
- (e.) Behavioral contracts
- (f.) Special assignments
- (g.) Withdrawal of privileges
- (h.) Restriction of bus privileges
- (i.) Overnight suspension
- (j.) In-school suspension
- (k.) Out-of-school suspension
- (l.) Expulsion
- (m.) Referral to law enforcement

Note: Pupil consequences shall be rendered for any acts enumerated if that act is related to school activity or school attendance.

- While on school grounds
- While going to or coming from school
- During the lunch period
- During, or while going to, or coming from, a school sponsored activity

VERIFICATION OF HANDBOOK DISCUSSION

I have read and discussed with my child the Fielder Elementary School Student/Parent Handbook. We understand all stated rules and agree to abide by them, acting and dressing appropriately for school activities, on the way to school, at school, and on the way home from school.

Parent/Guardian Signature: _____

Student Signature: _____

Date: _____

**WELCOME TO THE
FIELDER ELEMENTARY SCHOOL
LIBRARY**

Dear Parents:

Your child will be coming to the library throughout the school year to check out books. Please read the following information with your child and sign the LIBRARY RESPONSIBILITY FORM at the bottom of this page.

Katy Independent School District is pleased that your child will be benefitting from the resources of the district's library media centers. It is the district's library policy to serve patrons with a broad selection of materials to satisfy the informational needs of the students, faculty, and community members.

When you sign this form, it is important to understand that you are accepting the responsibility for any materials checked out by your child. If a book is lost or damaged, a replacement fee is required so that material can be replaced by the library media specialist. The damaged item will then be disposed of as per Katy Independent School District's property disposal procedures.

The library media centers may contain print and non-print materials that some parents may not find suitable for their child. Students have unrestricted access to most materials in the library media centers, and the library staff will not restrict the child's choice of library materials. Self selection is encouraged. Please familiarize yourself with the materials your child borrows from the library media center. It is the parent's responsibility to determine any restrictions limiting access to materials for this child and to discuss those restrictions with the child.

The Katy Independent School District Library Media Specialists look forward to fostering your child's academic achievement as materials are provided to meet the student's reading and informational needs.

*****cut here and return the bottom portion to your teacher*****

I have read and discussed "Taking Care of Your Library Books" with my child and understand my financial responsibility for lost and/or damaged books. I also understand that this slip must be returned to my child's teacher before he/she is allowed to check out any library books at the Fielder Elementary School Library.

Parent's Signature: _____

Child's Signature: _____

Date: _____

Teacher/s Name: _____

*****Please Fill Out A Separate Slip For Each Child*****
Application for EDUCATIONAL INTERNET USE
Fielder Elementary School

Students at Fielder Elementary School will periodically use the Internet to enhance learning through research and educational websites in our computer lab and possibly the classroom. Internet activities support the investigation of topics being studied in school. We hope that everyone can participate. If you would like for your child to be able to access the Internet, please discuss this application with him/her, sign and date it, and return it to your child's teacher as soon as possible. If you choose not to participate, your child will be given an alternate assignment to complete.

Students are NOT allowed to:

- Search, view or retrieve materials that are inappropriate for an elementary school environment.
- Reveal last names, home address, phone number or other personal information.
- Play games, chat or use interactive sites, unless specifically assigned by a teacher.
- Send e-mail or receive personal e-mail at school.

Students are not permitted to change settings on computers.

(Please detach and return to Classroom Teacher)

I understand and will abide by the Katy Independent School District terms and Conditions for Use of Information Technologies. (Full text is available on the EGUSD website or in the computer lab.) Should I commit any violation, my access privileges may be revoked, school disciplinary and/or appropriate legal action may be taken.

I WILL NOT:

- Search, view or retrieve materials that are inappropriate.
- Copy, save or redistribute copyrighted materials.
- Reveal last names, home address, phone number or other personal information.
- Play games, chat or use interactive sites, unless specifically assigned by a teacher.
- Send e-mail or receive personal e-mail at school.

I WILL tell an adult if I encounter any inappropriate information!

Student Name (print): _____

Student Signature: _____

Parent/Guardian Name (print): _____

Parent/Guardian Signature: _____

Classroom Teacher: _____ Date: _____