

# Monnie Meyer Wylie Primary

Handbook Supplement  
2017-2018



## Vision of HISD:

*“To educate and prepare students to become productive citizens and lifelong learners who value excellence and integrity.”*

The HISD policy can be found online at [www.hendersonisd.org](http://www.hendersonisd.org).

### **Cafeteria:**

- All WPS students are eligible to receive a free breakfast.
- We will begin accepting lunch visitors on Tuesday, September 5<sup>th</sup>.
- You may only eat with your child.
- You may only bring food for your child.
- We do not accept student visitors from other campuses.  
(Exception WES)
- No lunch visitors on early release days due to a modified lunch schedule.
- You may eat with your child in the designated area.
- Students are not to share food with other students.
- We do not accept visitors during breakfast.
- Students are not allowed to take food out of the cafeteria.

### **Communications to/with the Principal**

Please make sure all concerns are discussed with your child's classroom teacher before contacting the principal. If you have further concerns and need to speak with the principal, she is best reached by email and/or phone at:

dgriffith@hendersonisd.org

903-655-5100

### **Confidentiality:**

Student information is strictly confidential. Student progress will only be discussed between the parties directly involved.

### **Counselor:**

If you feel that your child would benefit from visiting with the (shared) campus counselor, please discuss this with the child's teacher.

### **Daily Attendance/Tardies & Early Pick-Ups:**

Our school day begins at 7:45 a.m. Any student entering after 7:50 will be counted tardy. If your child is tardy, please accompany them to the front office. If you bring your child to school after 10:00 am, from a doctors' appointment, you must bring a note for the partial day absence to be excused. Please do NOT park and walk your child in before 7:50. A student being picked up early from school is classified as a pick-up. These early

pick-ups will be considered excused if you send a doctor's excuse for the absence. A child is considered in violation of the State of Texas Compulsory Attendance Law if he or she is enrolled in school and is absent from school without lawful excuse for three (3) days or parts of a day (this includes coming late (tardies) or leaving school early (pick-ups)) in a four (4) week period, or if the student has without lawful excuse, missed ten (10) days or parts of a day (this includes coming late (tardies) or leaving school early (pick-ups)) in a six (6) month period. School employees will investigate and report violations of the State Compulsory Laws. A complaint can be filed with the Municipal Court and fines may be assessed.

Parents/guardians should send an excuse when their child returns to school after an absence. This excuse should be sent within 3 days of the absence.

**Early Morning Arrival and Afternoon Pick-Up Guidelines:**

**Students may be dropped off beginning at 7:00 am each morning. Assigned staff will be on duty to monitor students. Kindergarten students will report to the cafeteria, by 7:30 am where all students are eligible to receive a free breakfast. Pre-K and Head Start students will report to their commons area.**

Listed below are a few guidelines to best meet the needs of our traffic patterns:

Parents may **not** park and walk to the school in order to pick up students. This creates a safety hazard. All parents **MUST** remain in their vehicles and go through the pick-up line. School personnel will assist your child both in and out of your vehicle. **Please make sure that your school issued numeric tag is displayed at all times.**

Students will be dismissed as follows:

Pre-K and Head Start pick-up students will have green tags and will be loaded from their hallway and portico using a numeric system beginning at 2:45.

Kindergarten pick-up students with yellow tags will be loaded from the main entrance portico and front foyer using a numeric system beginning at 3:00 p.m.

Kindergarten pick-up students with red tags will be loaded from the south Kindergarten portico by the flag pole using a numeric system beginning at 3:00 p.m.

Students having appointments or any other need to leave before 2:45 **MUST** be checked out of school **before 2:00 p.m.** **No changes will be made after 2:00.** A note to make alternative arrangements must be approved by the office before 2:00 each day. If after 2:00, you will need to wait in the regular car pick-up line with the other parents in order to get your child. Students will not be released between 2:30 and dismissal time.

**PARENTS MUST NOTIFY the school prior to 2:00 in person or with a written note by 2:00 if they must change how their child is to get home. No telephone messages will be taken or delivered to students regarding transportation changes.**

**Nutrition Policy:**

The state mandated Texas Public School Nutrition Policy will be followed and enforced. This policy applies to all schools participating in the federal child nutrition programs. Schools are allowed three days from the nutrition policy. This year these will include: Christmas, Valentines, and Easter.

**Parent Conferences:**

Two Parent conferences will be held during the school year. If additional conferences are needed, please contact your child's teacher to set up a time. Conferences are considered an integral part of communication.

**Parties:**

Approved classroom parties will be Fall, Christmas, Valentine's, Easter, and End of School Year. You may contact your child's teacher if you are interested in bringing a small snack for your child's birthday. We are required to follow the Texas Public School Nutrition Policy (TPSNP). We do not accept student visitors from other campuses during parties.

**Promotion / Retention:**

Promotion/retention will be determined on an individual student basis by the campus Response to Intervention (RtI) Team. Members shall include, but are not limited to, the campus administrator, the student's homeroom teacher, grade-level Lead Teacher, RtI Coordinator, Intervention

Teacher(s), and the parent(s) and/or guardian(s) of the student. Considerations shall include, but are not limited to, the intellectual, physical and social development of the student.

**Report Cards:**

Report cards are usually issued to students on the Friday following the close of each six-week period during the school year. At the close of each school year, the final report card is issued at a time and in a manner designated by each school principal. The Pre-kindergarten and Kindergarten Report Card is designed to assist teachers in evaluating the ongoing growth and development. The following symbols are used to indicate a student's progress in all reported areas:

- IA – Independently Applies Learning
- SD – Steadily Developing
- NS – Needs Support

**Summer School:**

Summer School is provided for bilingual students entering kindergarten and first grade.

**Visitors/ Special Guests:**

- **All** visitors are required to sign-in at the office and wear a name tag while on campus. Visitors must have valid identification.
- No student from other campuses will be allowed to attend class parties and/or lunch.

**Homework**

Kindergarten students will be responsible for “Night Writes”. Teachers will send specific information within the first weeks of the school year.

**Henderson ISD**  
**PK-Grade 8**  
**Standardized Dress Code**  
**2017-2018**

**DRESS AND GROOMING**

The district's dress code is established to teach grooming and hygiene, prevent disruption, and minimize safety hazards. Students and parents may determine a student's personal dress and grooming standards, provided that they comply with the following:

**Shirts and Blouses**

Style: Polo style knit shirt, dress-style buttoned shirts/blouses (long or short sleeved), and/or turtlenecks.

Colors: Any solid color

- Girls and boys shirt hems should be no longer than the base of the hip and long enough to cover the torso when arms are raised.
- No sleeveless shirts/blouses allowed.
- Undershirts (crew neck or turtle neck) must be a solid color.
- Logos on shirts must be less than 2 inches by 2 inches. HISD school approved logos are acceptable.
- Only the top two buttons of the shirt may be unfastened.
- No exposed midriffs, cleavage, or rear ends.

**Slacks, Pants, Shorts, and Capris**

Style: Full length slacks and/or pants, walking style shorts, or capri pants

Color: Solid khaki, navy or royal blue, black, or school plaid (red, white, and blue plaid).

- Slacks, pants, and shorts must be worn at the waist and be properly hemmed or cuffed.
- Pants must have six or fewer pockets and may not be cut, ripped, frayed, or have holes of any kind. (This includes belt loops, pant legs, pockets, etc.)
- Short length may be no shorter than 3 inches above the knee.
- Athletic style shorts are not allowed.
- No capri-style shorts for boys.
- Leggings may not be worn as pants.
- Skinny-jean-styled pants or excessively tight pants are not allowed.
- Baggy style legged slacks or pants are not allowed. (No more than one size larger than measured waist).
- Sweatpants, wind pants, pants with drawstrings, warm-ups, coveralls, overalls, yoga pants, or pajama pants are not allowed.
- Belts and buckles that are distracting, racially related, gang related, offensive or provocative are not allowed. (Example: skull and crossbones, confederate flag, gang symbols, or weapons)
- Logos or labels on pants must be no larger than 1 inch by 1 inch.
- Jean material is not allowed except on designated days.

### **Skirts and Skorts**

Color: Solid khaki, navy or royal blue, black, scarlet red, or school plaid (red, white, and blue plaid).

- Skirts and skorts length must be no shorter than 3 inches above the knee.
- Skirts may have kick-pleats but slits may not be longer than 2 inches in length.
- Logos or labels on skirts/skorts must be no larger than 1 inch by 1 inch.
- Jean or denim material is not allowed except on designated days.

### **Jumpers**

Style: V-neck, square neck, or round neck

Color: Solid khaki, navy or royal blue, black, scarlet red, or school plaid (red, white, and blue plaid).

- Jumpers must be no shorter than 3 inches above the knee. HISD approved shirt, blouse, etc. must be worn under the jumper at all times.
- Jumper may have kick-pleats but slits may not be longer than 2 inches in length

### **Dresses**

Solid color polo-style dresses with a collar are permitted in the appropriate length.

### **Footwear**

- PK-3<sup>rd</sup> grade- Shoes must be closed toed. Shoes, boots, tennis shoes, loafers, and dress shoes are allowed.
- 4<sup>th</sup>-8<sup>th</sup> grade-Shoes, boots, tennis shoes, loafers, sandals, and dress shoes are allowed.
- Rubber rain boots may be worn during inclement weather days only.
- Tennis shoes are necessary for PE class. No heelies.
- If shoes have laces or buckles, they must be tied or buckled. Both laces must match in color.
- No flip flops, rubber footwear, sliders, shower shoes, or house shoes.
- No “Skeletoe” shoes (toe shoes)

### **Outer- wear: Sweatshirts, Vests, and Sweaters\***

\*This is the only outer-wear that may be worn in the classroom.

- Colors: Any solid color
- Sweatshirts, vests, sweaters, and zip-up jackets must be appropriately sized in the shoulders, and worn over HISD approved blouses, shirts, etc.
- Logos on outer-wear must be less than 2 inches by 2 inches. HISD school approved logos are acceptable.

### **Coats and Jackets**

- Coats and Jackets are for outdoor wear only and must be removed upon entering the classrooms.
- No trench coats.

## **Socks**

- Visible socks must match each other.
- If tights or leggings are worn, they must be solid in color.

## **Designated Days**

- PK-5: Spirit day will be Friday unless otherwise announced.
- HMS: All Thursdays during HMS football season and all Fridays after football season
- Denim may be worn and must meet the criteria for pants, shorts, capris, skorts, skirts, or jumpers and must be worn with an approved shirt (see shirts/ blouses criteria) or an approved school spirit T-shirt.
- Additional spirit days are designated by the campus administration.

## **Additional Guidelines**

- All clothing and shoes must be worn as they were intended to be worn.
- PK-5<sup>th</sup> grade: No hats, caps, or head coverings of any kind may be worn in the buildings.
- HMS: No head coverings of any type are to be worn on the campus by students (male or female) before or during school. No headbands on forehead.
- Girls' hair must be pulled back out of the eyes.
- Feathers, tassels, streamers, tinsel, beads, or other items may not be worn and/or attached to the hair.
- Boys' hair length in back must be worn so that it is no longer than the bottom of the collar.
- Boys' hair in front must be worn so that it is no longer than the top of the eyebrow with sides no longer than the bottom of the earlobe.
- No ponytails on boys.
- Boys must be clean shaven.
- No distracting or extreme make-up, hair style, unnatural hair colors, or designs in hair (Example: Mohawk)
- No symbols, words, slogans, designs, numbers, etc. are to be cut in the hair or eyebrow.
- No facial, mouth, or body jewelry of any type is allowed, except in ears.
- Boys may not wear earrings.
- Jewelry that is distracting, racially related, gang or drug related, offensive or provocative is not allowed.
- No chains of any type, dog collars, or "spike type" bracelets may be worn. Anything that could be considered a weapon is in violation of the dress code.
- Bandanas of any color may not be worn.
- Sunglasses should not be worn inside any school buildings and should not be visible unless a student has a note from a physician stating the need to do so.
- Only eye contacts of natural eye color (brown, blue, green, and hazel) may be worn.
- No grills or other objects covering teeth.
- No exposed tattoos.



**Administrators will have complete and final judgment on all matters concerning the interpretation of the student Standardized Dress Code. Matters concerning appearance and dress code not specifically covered in the Standardized Dress Code policy shall be within the discretion of the administration.**

**Consequences:** If the principal determines that a student's grooming or clothing violates the school's dress code, the student will be given an opportunity to correct the problem at school. If not corrected, the student may be assigned to in-school suspension for the remainder of the day, until the problem is corrected, or until a parent or designee brings an acceptable change of clothing to the school. Repeated offenses may result in more serious disciplinary action in accordance with the Student Code of Conduct.

## Wylie Primary Discipline Management System

In our desire to create a positive and effective learning environment at Wylie Primary, we have derived a discipline system that we feel will meet the needs of all students.

All classroom teachers will create a social contract with their students outlining the expectations of the classroom in collaboration with their students. It will be centered around the following questions:

- \*How do you want to be treated by me?
- \*How do you want to be treated by each other?
- \*How do you think I want to be treated by you?
- \*How do we want to treat each other when there is conflict?

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## Clip it! Behavior Chart

Our classroom will use a clip chart to monitor behavior. A clip chart is a great tool that allows students to be rewarded for positive behavior, while discouraging negative behavior.

Each student has a clothespin, or clip, with his or her name on it. Everyone will start on green at the beginning of each day, and clips can be moved up and down throughout the day based on behavior.

Every student will start the day on the ready to learn level. As the day goes on, clips can be moved up and down, based on behavior. This level is a good one to be on!!

A student will be moved to the think about it level as a warning about his or her behavior, and a reminder to follow the rules.

Students who continue to display poor behavior can move down to the teacher's choice level. Here, the teacher can decide what action to take. Loss of recess or center time might be an appropriate choice.

When a student moves to the parent contact level, the teacher will notify parents via note or phone call, a visit to the principal's office might also be in order. Students on this level may also lose recess time, etc.

Parents,

We will be working on character traits throughout the year that will help provide your child with a foundation of values that they will use as we build relationships at school. We will encourage all of our students to be “Roaring Mighty Lion Cubs”. To be a Roaring Mighty Lion Cub students will need to show they are Responsible, Outstanding, Appropriate and Respectful. Teachers will choose students who reflect these character traits and their names will be read during morning announcements and displayed on Mrs. Deana’s Brag Board.

Thanks!