

### **GARFIELD ADMINISTRATION TEAM**

Carlos U. Ramirez, Principal Dolimer Gonzalez, Assistant Principal Sandra Venegas, Counselor Luann Viesca, Librarian Marisela Magadan, Bilingual Specialist



# **SCHOOL HOURS**

- School Opens: 7:15am
- Breakfast Starts: 7:15am
- Breakfast Ends: 7:50am
- School Starts: 7:50am
- Late Arrival: 8:00am
- Late Arrivals after 8:15am must be walked into the office by parent.
- School Ends: 3:05pm

Being on time is important. Every minute of your child's education is valuable.

# **REQUIRED FORMS**



- All required forms for the school year are located in the Parent Portal at <u>www.sfdr-cisd.org</u>.
- These forms help the district to have all the information for your child/children and for the campus to get all the benefits from the state as a resource for students.
- If you need assistance accessing the parent portal, call our front office at 830.778.4700 and set up a time to come to our computer lab for help.

# **SCHOOL SUPPLIES**

- School Supply List posted on Facebook Page: SFDRCISD and Garfield Elementary Official
- *Regular backpacks* are allowed K-5 elementary.
- Water bottles encouraged.
  - Fountains have been installed with water bottle fillers

School Supplies

# WE ARE A CLASS DOJO SCHOOL!

- If you have any questions, always feel free to contact your child's teacher first. They are the best source of information.
- We are a Class Dojo School!
  - All teachers will use Class Dojo which allows you to receive messages from the teacher as a group or individually. This is great if you have a quick question and don't have time for a phone call. Your child's teacher will help you with how this works if needed. This can be used on a computer, laptop, tablet or phone.
     The principal can also communicate school wide with information for all parents that are connected.



#### **Follow our Facebook Group!**

#### **"Garfield Elementary Official"**

**Garfield Elementary School** 

## ATTENDANCE

- Attendance is monitored daily for each child.
  Daily attendance is very important.
- If a student is absent, the school will contact parents via phone after 8:15 AM daily.
  - If contact cannot be made, a home visit will be made by our parent liaison.
- Chronic Absenteeism will result in parent/admin conferences, possible retention, Principal's Plan of Action, etc.



## **PERFECT ATTENDANCE**

- District Policy: Criterion for awarding perfect attendance is as follows:
  A perfect attendance award will be given to any student who has attended school each day during the six-week period and has not been absent for any part of the day or course period during the six-week period.
  - Non-attendance due to school-related events such as field trips, athletic events, UIL events, etc. are not considered absences.
  - Non-attendance due to any other reasons will be considered ineligible for a perfect attendance award.
- Students meeting perfect attendance requirements will be incentivised through bike raffles, perfect attendance celebrations, etc.

## **SAFETY & SECURITY**

- We welcome visitors on our campus
  - > Visitors must report to the front office
- U.S. Driver's License is required to come on campus
- <u>ALL</u> Visitors must go through the Raptor System
  - Passport, Military ID, or any other form of ID is <u>not</u> accepted for entrance onto the campus and cannot be used in the Raptor System







## **SAFETY & SECURITY**

Monthly Drills (Hold, Secure, Lockdown, Evacuate, Shelter)

- We will notify all parents a few minutes before conducting a drill.
  We will send courtesy message through School Dojo/School Messenger.
  - "Garfield Elementary will conduct an evacuation drill within the next 10 mins to familiarize students & staff with the appropriate safety protocols"
- If visiting campus during a drill, we kindly ask that you wait in your vehicle until our drill is over.
- All exterior doors and classrooms doors will remain locked. Safety signs will be posted on doors and inside classrooms.



# MAP OF DROP-OFF & PICK-UP AREA

- Drop-Off: Gates open at 7:15 AM, students report to the Cafeteria.
- Pick-Up: Students will be called out of their classroom when parent/guardian arrives.
- West & East Walkers: West Martin Street



# KINDER DROP OFF - 1ST DAY OF SCHOOL

- Parents may drop off their Kinder child in front of the school and one of our friendly staff members will escort your child inside the building.
- For parents wishing to get off their vehicle and walk their child, our Kinder teachers will be receiving all Kinder students in the cafeteria. Use the playground/cafeteria entrance to walk your child. See map to the right  $\rightarrow$



# **Morning Drop Off**

- After students are dropped off in the morning (front of school), students will walk into the cafeteria to have breakfast and/or report straight to class.
- Staff members will be available to guide students to their classrooms.
- See map to the right  $\rightarrow$



#### **Afternoon Car PICK-UP**

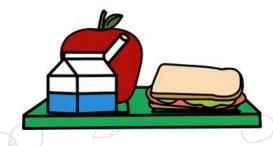
- Pick up in the front of the school.
- Pick-Up at 3:05pm: Students will be called out of their classroom when parent/guardian arrives.
- Please use our Garfield Pick Up Template to place in your car's windshield. Will be provided the first day of school.

#### West & East Walkers: West Martin Street



# LUNCH

- Parents are allowed to eat with students for lunch.
  They will follow the check-in policy in the front office prior to being allowed in the school cafeteria.
- Parents are allowed to bring lunch for <u>their children only</u>.
  - Lunch may not be brought for other students or relatives on campus (this is due to federal guidelines).
  - Parents cannot eat off of student trays, but may purchase one of their own.



# CELEBRATIONS

- Birthdays are celebrated the last Friday of each month only.
- Prepackaged, store-bought treats may be brought in for the class on the last Friday of each month.
- Communicate with the classroom teacher, if you would like to bring items for a celebration.



## ASSESSMENTS

- Quizzes/Formatives (Weekly)
- Progress Monitoring (Math is weekly and ELA is every other week)
- Summatives (Six-Weeks)
- AR (as needed and/or required by teacher)
- Star Renaissance (Six-Weeks)
- TPRI (3 x's per year for K-2 only)
- STAAR (3<sup>rd</sup>-5<sup>th</sup>): Reading, Math, and Science (5<sup>th</sup>)

\*Kinder will include a report card that is based on developmental skills needed to be successful.

### LIBRARY

- Reading Challenge: Minimum of 30 Minutes a Day
  Kindergarten Picture
  - 1st Grade Picture & Sentence
  - 2nd-5th Grade Mini Report
- Check-Out Books
  - O During instructional time with teacher permission
    - Required Library Pass
  - Afterschool 3:00-3:30pm

### **HOW CAN YOU HELP YOUR CHILD?**

#### • Read with your child.

- Not sure what to read? Ask your child's teacher.
  - Ask your child's teacher what specific concepts that you can work with your child on.
- Does your child need to talk to someone? Child can make contact with Mrs. Venegas, our school counselor.





#### PERSONALIZED CUPS - SHIRTS & HOODIES POWDER COATED - DOUBLE WALL - STAINLESS STEEL







### **THANKS**!

Thank you for taking the time to attend your child's orientation. At this time you may briefly visit your child's teacher. If you have further questions, please feel free to stop by the cafeteria and chat with Mr. Carlos Ramirez, Principal and Miss Dolimer Gonzalez, Assistant Principal.

