

# Why Spring Lake Park Elementary?

Spring Lake Park Elementary is proud to be one of 64 in Texas and 607 in the country who have achieved the prestigious Lighthouse certification as part of the campus teaching all students Dr. Stephen Covey's 7 Habits of Highly Effective People.

The 7 Habits is a synthesis of universal, timeless principles of personal and interpersonal effectiveness, such as responsibility, vision, integrity, teamwork, collaboration and renewal. Research shows teaching these habits at an early age gives students an increase in self-confidence, teamwork, initiative, creativity, leadership, problem solving, communication, diversity awareness, and self-directed learning. Our faculty members will use an integrated approach and make leadership training part of everything we do.

**Anne Slade**

Principal

**Amanda Sumpter**

Assistant Principal

**Holli Garrison**

Instructional Coach

**Brionna Wilson**

Counselor

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## Dear Spring Lake Park Elementary Family:

Welcome to Spring Lake Park! We are excited about the 2022-2023 school year, and the many learning opportunities for our students. The staff is excited about working with you and your child/children. Our goal is to bring educational excellence to every student and to create an environment of acceptance for all students.

### Goals for 2022-2023:

- Develop leadership skills by using The 7 Habits
- Increase student attendance
- Increase parent and community involvement
- Develop strong literacy, writing and math skills

### Parent Involvement:

Please join our school family by participating in one or all of the following activities:

- Join our Volunteer in Public School Organization (VIPS).
- Volunteer to read to our students.
- Eat lunch with your child/children.
- Communicate regularly with teachers to monitor your child's progress.
- Participate in all activities throughout the school year.
- Participate in Student-Lead Conference.

Your support and involvement is very important to us. Our school is a stronger school as parents partner with us in educating their children. We believe all children can and will learn at Spring Lake Park Elementary.

**Anne Slade, Principal**  
**Spring Lake Park Elementary School**



# SCHOOL PRACTICES & PROCEDURES...

Students will receive information about the student handbook and code of conduct. The handbook contains detailed information about policies at elementary schools in TISD. It is also available on the TISD website – [www.txkisd.net](http://www.txkisd.net). In addition, here are a few important things you will want to know about Spring Lake Park Elementary School.

## SCHOOL DAY TIMES:

**Students in Classrooms: 7:40 a.m.**  
**Tardy Bell Rings at 7:50 a.m.**  
**Students dismissed: 3:10 p.m.**  
**(see Dismissal in the Afternoon)**

## ARRIVAL IN THE MORNING:

**7:15 a.m.**

## ATTENDANCE:

**The attendance bell rings at 7:50 A.M. and students are marked absent from first period if they arrive after this time.** Any student not present in their classroom at that time will be counted absent from first period. It is crucial that your child be in the classroom and ready to learn by 7:50 a.m. If your child is going to be absent, please call the school office with an explanation, or write a note when he/she returns to school. Attendance is taken again at 9:30 a.m. for daily attendance accounting. Money for our campus is generated through student daily attendance. Also, the State of Texas has strict attendance laws concerning student attendance. **Students may not be promoted to the next grade level if they have more than 18 absences in a year.** Parents will be summoned to court and possibly fined for excessive student absences. **Students who arrive late and are picked up early may not receive credit for class when they are absent, thus the 90% rule applies to all periods of the instructional day.** (Additional information can be found in the student handbook.)

## DISMISSAL IN THE AFTERNOON:

School is dismissed at 3:10 P.M. Because our instructional time is so valuable, we request that you **not pick students up early** unless there is an emergency or a medical appointment. If you need to pick-up your child for an appointment, it must be done BEFORE 2:40 p.m. The office is closed from 2:45 – 3:30 p.m. every day during dismissal. At 3:10 p.m. car riders will be called from the classroom and will be escorted individually to their cars by a teacher. **Parents are asked not to get out of their cars, but to drive through to pick up their child/children.** Do not park in the one way street; this is a bus zone.

## Walkers:

Walkers will be dismissed through the north door of the school. A note from a parent is required for students to leave the building in this manner. A staff member will escort students across the street. If your child is to have different transportation on any given day, please notify the school and the day care facility **before 2:00 p.m.**

## Bus Riders:

All students who ride a bus must have a Bus Permission Form on file in the school office in order to ride the bus. Students who are designated as bus riders will be placed on the bus every day. If you wish for your child to be a car rider at any time, you must send a note to the child's teacher stating who is responsible for the child's transportation and a phone number where this person can be reached. Without a note, your child will be placed on the bus. In emergency situations, you may call the office at **903.794.7525 before 2:00 p.m.**

## Day Care Van Riders:

Day care vans will pull through the circle drive at the north end of the building by the library. Students will be escorted to the van by an employee. If your child is to have different transportation on any given day, please notify the school and the day care facility **before 2:00 p.m.**

## Car Riders:

Parents/Guardians who will be picking up their student(s) from school are asked to download the Pikmykid App. This app is the first and only safe & smart dismissal solution for school districts. It connects schools, teachers, and parents through real-time tools to make dismissals safer and more efficient.

## CHANGES IN PICK-UP ROUTINE:

**For the protection of your child, any changes in a child's pick-up routine must be submitted in writing to the child's teacher, or the office must be notified by phone before 2:00 p.m.** Keep in mind that a consistent routine is important to your child.

## PARKING:

There are designated Visitor and Handicapped parking places in front of the school. There is additional parking in front of the gym. **For the safety of our students there is no parking in our bus lane at the front of our school during dismissal or double parking behind vehicles at any time.**

## VISITING ON CAMPUS:

Visitors are welcome in our school. For the safety and protection of our students and staff, please utilize the following guidelines:

- All visitors must sign in at the front office using their driver's license and must wear a VISITOR identification tag while on campus.
- Use the front entrance since all outside doors remain locked during the school day.
- Visits to individual classrooms during instruction time shall be permitted only with the principal's and teacher's approval. These visits will not be permitted if their duration or frequency interferes with the delivery of instruction or disrupts the normal school environment.
- Visits will not be permitted during student assessments to ensure the privacy of all students.
- Campus playground areas are restricted. Visitors are not permitted.

## PARTIES/FLOWERS/BALLOONS:

**Christmas and Valentine's:** We will have two celebrations during the year - Christmas and Valentine's Day parties. Our Volunteers In Public Schools organization will send a letter home about how you can help.

**Birthday Parties:** Please do not send balloons, gifts or flowers for the student's birthdays to be delivered to the classroom. Such items will be refused for delivery or held in the office for pick-up by the parents. Store bought cupcakes, drinks or pizza may be brought for a small class birthday party at the end of the day (2:20 p.m.) to celebrate. Parents may attend the party or the goods may be dropped off in the office earlier in the day.

## REPORT CARDS:

**Report cards will be issued each six weeks. Progress reports will be sent home every three weeks.** Students will also have a "Tuesday Folder" which will be utilized to keep parents informed of weekly work and informational notes.

## TUESDAY FOLDERS:

Students will also have a "Tuesday Folder" which will be utilized to keep parents informed of weekly work and informational notes.

## PARENT INFORMATION:

Parents will receive a school newsletter biweekly. Parents are also encouraged to join our Volunteers in Public Schools (VIPS) organization and to attend informational meetings. Stay connected to school news and events via:

**Facebook – [facebook.com/tisdslp](https://www.facebook.com/tisdslp)**  
**Facebook – [facebook.com/TexarkanaISD](https://www.facebook.com/TexarkanaISD)**  
**Twitter – [twitter.com/tisdslp](https://twitter.com/tisdslp)**  
**Twitter – [twitter.com/TexarkanaISD](https://twitter.com/TexarkanaISD)**  
**Instagram – [instagram.com/texarkanaisd](https://www.instagram.com/texarkanaisd)**  
**Website – [www.txkisd.net](http://www.txkisd.net)**

## PARENT/TEACHER CONFERENCES:

**If you would like a conference with a teacher, please send a note to your child's teacher, or call the school office at 903.794.7525 to schedule a time.**

## Teacher Conference Periods:

Pre-K .....	11:00 - 11:50 a.m.
Kindergarten .....	8:20 - 9:20 a.m.
First Grade .....	11:00 - 11:50 a.m.
Second Grade .....	2:00 - 2:50 p.m.
Third Grade .....	12:20 - 1:10 p.m.
Fourth Grade .....	10:10 - 11:00 a.m.
Fifth Grade .....	1:10 - 2:00 p.m.

## MEAL INFORMATION:

As part of the Community Eligibility Program (CEP) for the National School Lunch Program (NSLP) and School Breakfast Program (SBP), Spring Lake Park Elementary provides FREE Breakfast and Lunch for all students on their campus. **However, we do ask that you complete the Household Income Form in your student's First Day Packet and return to the campus for continuation in this program.**

For adults who wish to have lunch with their student, Breakfast is \$3.10 and Lunch is \$4.90.

No food deliveries for students will be accepted.

## FOOD AT SCHOOL:

The State of Texas distributed new information about foods allowed at school for snacks and parties. **According to the State of Texas, only the parent, grandparent or guardian of a child may bring lunch from outside of the building to their own student. Do not bring lunch from outside restaurants or sources to anyone but your child.**

## LUNCH TIMES:

Pre-K .....	10:30 - 11:00 a.m.
Kindergarten .....	11:00 - 11:30 a.m.
First Grade .....	Noon - 12:30 p.m.
Second Grade .....	10:30 - 11:00 a.m.
Third Grade .....	11:00 - 11:30 a.m.
Fourth Grade .....	12:30 - 1:00 p.m.
Fifth Grade .....	1:00 - 1:30 p.m.

No food deliveries for students will be accepted.