

Stephens Elementary 2018-2019 Parent Orientation



Principal

Mrs. Vaughan



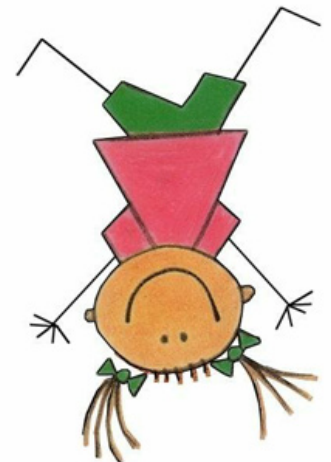
Assistant Principal (Grades PK,K,2,4)

Mrs. Vaccaro



Assistant Principal (Grades 1, 3, 5)

Mr. Daniels



Counselor

Mrs. Oberg



Important Contact Information

Ursula Stephens Elementary

2715 Fry Road

Katy, TX 77449

Main Number – 281.234.0200

Attendance – 281.234.0200

Fax Number – 281.644.1680

Campus Email:

USECommunications@KatyISD.org

Front Office Hours: 7:45 – 4:15

Students will not be allowed to return to classrooms for items that were forgotten.*

****Students arriving prior to 7:55am must report to the playground for early morning supervision****



Important Reminders

- Follow us on Facebook to see all the wonderful things happening at Stephens!
- Important dates for the month will be sent out via school messenger!
- We do require all students to wear their ID badges each day.



Watch us grow by liking our
Facebook page!



Get important school information,
important updates, exciting
announcements and MORE!



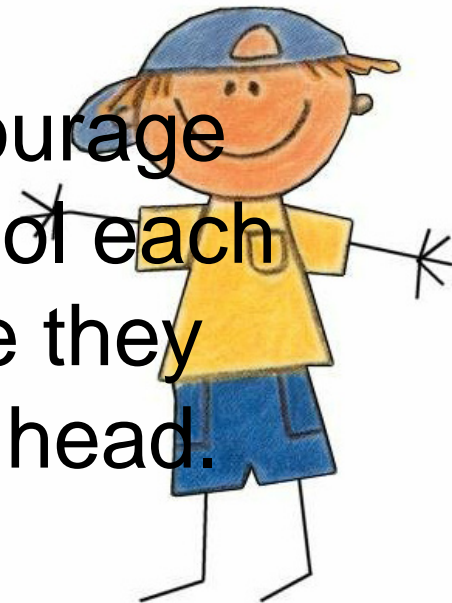
Ursula Stephens Elementary

<https://www.facebook.com/pages/Ursula-Stephens-Elementary/112801205446435>



Incentives

- We will continue to work with students on setting goals and working to achieve those goals. Students are encouraged to level up throughout the year!
- Tardy Taters is a program to encourage students to arrive on time to school each day. Students are rewarded once they complete their Mr. or Mrs. Potato head.



Infosnap (Returning Students)

- Please use the unique code either emailed or mailed to you to update your child's information.
- All information will be electronically signed.



Enrollment Card Changes

It is very important for your child's teacher, the nurse, and the office to be able to locate you, as parents. Please notify the office in writing when any information on your child's enrollment card has changed.

Remember ... your child will only be released to parents/guardians. Keep all information on your child's enrollment card as current and up-to-date as possible.



Home Access Center (HAC)

The Home Access Center will give you access to the following:

- Homeroom Teacher
- Grades
- Lunch Accounts
- School and District News
- Gives parents the ability to update phone numbers that might have changed.



Katy On The Go



Stay Connected with our NEW

KATY *OnTheGo*
Mobile Application

How to Download the App

Watch a Video Tutorial: [How to Download the App](#)

- Go to the App Store or Google Play
- Search "Katy ISD"
- Select "Free" and then "Install"
- You will need to know your Apple or Google account password
- After it has installed select "Open"
- You have now downloaded the app

****Windows Phone Users:** You can go to <http://katyisd.parentlink.net/m/> on your Windows phone to access the app information.



Safety Net

This is the district-wide program, which provides your child and/or you a way to report inappropriate or dangerous behavior while ensuring the safety and protecting the identity of your child. Forms can be found on the Katy ISD website and in the Stephens Library.



Dress Code, etc

Please see the:

- Discipline Management Plan and Student Code of Conduct
- Stephens Elementary student handbook.
- Both are on the campus website

Reminders: Keep a change of clothes in your child's backpack in case of an accident.

Toys should not be brought to school nor be hung on your child's backpack.



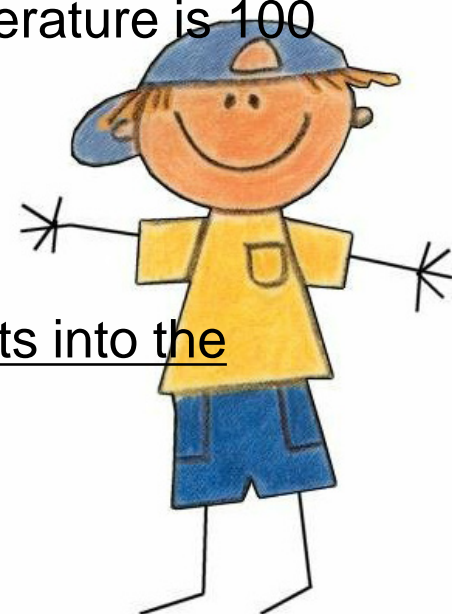
Absences and Tardies

ABSENCES

- Call the ADA clerk at 281-234-0200 and indicate the reason for the absence or email USECommunications@KatyISD.org
- Upon return, please send a note restating the reason for the absence and the dates of the absence.
- Children sent home with a fever must remain home until they are fever free for 24 hours without the use of a fever reducer (Tylenol, Motrin, etc.). Students will be sent home if their temperature is 100 degrees or higher.

TARDIES

- The tardy bell rings at 8:20am.
- After 8:20am, parents will need to escort tardy students into the office and sign the student in.



Early Checkout/Checking out Students

- Students who need to be picked up early from school must be signed out from the front office **before 3:15pm.**
- Your child will **only** be released to a parent/guardian.
- Emergency contacts have no rights regarding the student and must have written authorization from the parent/guardian for a specific date/time to pick up the student from school. If they do not have this, we will not be able to release the child.
- Excessive early checkouts/late arrivals can affect the child receiving credit for the class.



Severe Weather Plan

Severe Weather is defined as icy rain, severe lightning/thunder and/or severe street flooding. Severe weather dismissal will be determined at 3:20.

If severe weather is called, what does this mean? Walkers or bikers will not be allowed to walk or ride their bikes. They will automatically be sent home the alternate way that parents/guardians list on their severe weather form.



Detention (Grades 2-5)

- Detention is assigned to students by an administrator.
- Detention is held on Wednesdays.
- Students may be assigned a one hour or two hour detention.
- The administrator assigning the detention will call home to notify the parent/guardian.
- Detention paperwork will be completed and sent home for a signature. **Students cannot stay for detention without signed paperwork.**



ZAP (Zeroes Aren't Permitted) Lab

(Grades 2-5 ONLY) -

Gives students an opportunity to complete unfinished class work or homework

- ZAP Labs are held on Wednesdays and students may be assigned to stay either one hour or two hours.
- ZAP Labs are *not* intended as punishment, but rather they are a tool which we use to help students learn to complete assignments in a timely manner as per our Stephens' learning expectations.
- Teachers will communicate with parents and a form will be sent home for you to sign.



Parent Communication

Student Planner – review and initial daily (1st-5th grade)

Wednesday folder – graded assignments, notes to parents

Parent/Teacher Conferences

Parent Link- Sign up to receive notifications to your email!

Facebook!

Class Dojo- Be sure to sign up to receive notifications



Breakfast

No charging will be allowed for breakfast. Walkers/Car Riders must be **in the cafeteria by 8:10am** to purchase a breakfast

Any student riding a bus to school will be allowed to eat breakfast, even if the bus is late.

Students will need their ID for breakfast.



Lunch Visitors

- Check in at the front office – All visitors must have a valid ID
- Parents/guardians, non-school aged siblings and grandparents, with written permission from a parent, are allowed to eat lunch with a student.
- Always sit at the visitors table with your child only.
- Visitors will be allowed for lunch starting on Wednesday, August 29th.
- Due to space limitations, we cannot accommodate visitors for lunch on early dismissal days.
- No Cell Phone/Mobile Electronic devices will be allowed during lunch.



Changes of Transportation

- If you are changing how your child will go home, only the parent/guardian can make this change.
- Changes of transportations must be receive by 2:30pm.
- We accept letters, faxes and emails with the parent/guardians ID attached.
- No changes are accepted over the phone.



- Parents/guardians can email changes of transportation and notes regarding absences to the following campus email: USECommunications@KatyISD.org
- A copy of the parent/guardians ID must be included in the email.
- Don't forget that changes of transportation must be received by 2:30pm
- Emails or Dojo messages to your child's homeroom teacher for changes of transportation will not be accepted.



New This Year

As an extra security measure, all students at Stephens will now receive a transportation number. Students residing at the same address will all receive the same transportation number. This number will remain with your child until they leave Stephens. If your child was previously assigned a number as a car rider or walker, it is no longer valid because of this new transportation number system. Your child will also be given a transportation tag that will be affixed to their backpack with their transportation number on it. This tag is how our staff will document how they go home each day.



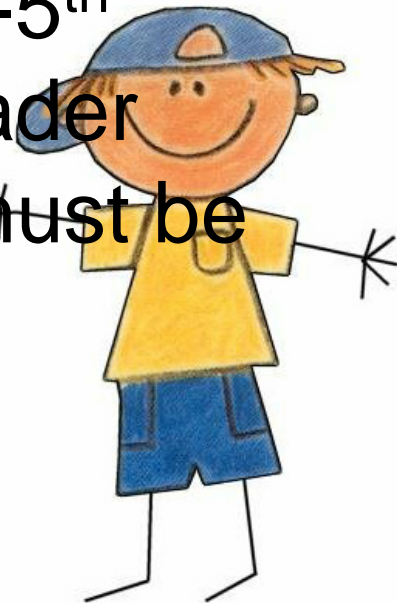
Car Riders

- If your child is a car rider, the transportation tag must be displayed on your rear-view mirror when picking your child up. Any student not picked up by the time the car rider line ends, must be signed out in the front office.



Walkers

- Students in PK, K, and 1st grade will only be released to the person with the corresponding transportation number.
- Parents/guardians can give written authorization for an older sibling in 2nd-5th grade to walk their PK, K, or 1st grader home. This written authorization must be done annually.



Bus Transportation

Transportation is provided for students that live a ½ mile or more from the campus.

If you are unsure of your eligibility for transportation, your classroom teacher can help.

If you have any concerns regarding bus routes you can call transportation at 281-396-6008.

Keep in mind buses run a little later the first few weeks of school.



**Stephens Elementary
is a
Title I Campus
And receives additional money from the
Federal Government**



Definition and Purpose of Title I

- A federal program designed to help all students meet the state's challenging academic performance standards
- Provide supplemental services on campuses with high concentration of low income families
- Provide parents with opportunities to become more involved in the education of their children
- Provide professional development and training opportunities for teachers and support staff
- Federal funds provide educational materials that will improve instruction for the entire school



Here are just some of the items Funded with Title I...

- Additional Staff Members
- SMARTBOARDS in each classroom
- Document Cameras
- I-Pad's
- Reading and Math Materials
- Online Student Resources
- Staff Development Opportunities for the staff
- Evening Events



Parental Involvement Is Key.....

- 1% of campus Title I budget is spent on parental involvement activities and materials
- Parents may join the Campus Advisory Team and other district committees
- Complete parent surveys and parent/school compact annually
- Attend parent meetings/workshop
- Principal/Parent Roundtable



Thank you for viewing this important information. Please sign and return the acknowledgement form indicating you reviewed this presentation and return it to your child's teacher by August 29th!

We look forward to working with your child this year!!

