



Emery Information Card

19636 Plantation Myrtles Dr. Katy, TX 77449

281-855-9080 Fax 281-855-9380

<http://schools.cfisd.net/emery/index.stm>



Please keep this information page where you can refer to it all year.

WHO CAN HELP YOU?

First Contact – Homeroom Teacher
 Receptionist – Linda Ruiz
 Nurse – Kara Russell
 Registrar – Cristina Rivera
 Media Specialist – Bettie McGinness
 Cafeteria Manager – Xiomara Rivas
 Counselor – Myrthala Fischer
 Coaches – Math - Janie Cantu
 Reading - Jamie Pines
 Science - Jessica Gerlich
 Primary Coach – Kelly McMahon
 Assistant Principals: Angela Fonville - PPCD, LS, PK, K, 2,4 Sp Ed
 Cathy Null - 1,3,5, LG, RI, Speech
 Principal - Michelle Merricks

DRESS CODE

District Dress Code - Students clothing should fit appropriately, not tight, loose, sagging, cut, torn, baggy, revealing, spaghetti-strap, backless, low cut or short. Closed toe shoes for PE. Please label all jackets, sweaters, lunch kits etc. with your child's name.

SCHOOL VISITATION

All visitors must present a driver's license or valid ID to visit or attend school functions during school hours.

We welcome your visits to Emery. For the safety and security of our children, you must check in at the front office. Your driver's license or ID will be scanned and you will be given a personalized name tag for your visit.

Cafeteria Visits: To eat lunch with your child, you will follow the procedure above, and you must be on the student's Emergency Information Card or have written permission from the parent to eat lunch with a child. You and your child may sit at the guest table. You may not ask other students to eat with you. Visitors may not attend recess for safety reasons.

*We will not have lunch visitors the first two weeks of school. During this time teachers will be establishing routines and procedures.

Classroom Visits: Please make appointments with the Assistant Principal and visits are 20-30 minutes. Parents or legal guardians may observe. The principal must approve any other persons observing. No classroom visits will be approved during the first two weeks of school or on testing days.

Parties: Parent/Legal Guardians listed on the Emergency Information Card may attend class parties.

Testing Days: Campus will be closed to visitors including lunch drop offs on testing days such as, STAAR, Benchmarks or DPM's.

SCHOOL HOURS

8:50 am – 3:50 pm

AM- PK, PPCD 8:50 am – 11:50 am

PM- PK, PPCD 12:50 pm – 3:50 pm

SCHOOL COLORS

Navy Blue, Bright Green

SCHOOL MASCOT

Eagle

ARRIVAL AND DEPARTURES

Attendance: Attendance is taken at 10:00 am. Students not present at that time will be marked absent. If your child is absent from school, please send a note signed by a parent stating the date(s) absent and the reason. A doctor's note should be sent for more than 5 consecutive absences.

Arrival: *Safety is our top priority. Therefore, children will not be allowed to arrive at Emery before 8:30 am.* We do not have staff members available to supervise prior to 8:30 am. Parents should stay in their car and go through the designated line by the front door. If you need to come into the building, park in a visitor parking space and check in at the front office.

Late Arrival/Tardies: Students who arrive after 8:50 am are tardy. Parents must come into the front office to sign in and students will receive a tardy slip.

Bus Riders: A student may not ride a bus other than their assigned bus except in emergency situations. A request to ride a different bus must be made **in writing by the parent, brought to the office, and approved by the principal.** It is the practice of CFISD that no Pre-K or Kindergarten student will be dropped off at a bus stop unless a responsible caretaker is there to receive that student. When there is not a caretaker available, the child we be brought back to school, and the parent will be called to pick up the child from school.

Picking Students Up Early: If a parent/guardian requests a student to leave before the end of the day, please send a note stating:

- Reason for leaving (doctor, etc.)
- Time for student to check out
- Telephone number where note can be verified
- Name of person picking up student

Departure: Any changes in your child's after school transportation **must be received in writing before 3:15 pm.** To avoid the end of day rush, **students leaving early must be picked up by 3:15 pm** or go home their normal route.

Transportation: If you have question about a bus, please call the transportation department at 281-955-4934.

FOOD & NUTRITION GUIDELINES

To encourage good health, the Texas Department of Agriculture prohibits foods of minimal nutritional value (FMNV) from being served during the school day. However, a parent may provide food or beverages for his/her **own child's** consumption.

Breakfast Times: 8:30 am – 8:50 am

Lunch

Kindergarten	10:45 – 11:15 am
First Grade	12:45 – 1:15 pm
Second Grade	12:15 – 12:45 pm
Third Grade	11:15 – 11:45 am
Fourth Grade	11:50 – 12:20 pm
Fifth Grade	1:15 – 1:45 pm

- ♦ All Students participate in Grab and Go breakfast and eat in their classrooms.
- ♦ Parents may bring lunch for their child only.
- ♦ Parents may stay and eat lunch with their child except on testing days and the first two weeks of school. Please say goodbye when silent lunch begins.

Cafeteria Meal Prices:

Student: Breakfast \$1.00 / Lunch \$2.00
Adult: Breakfast \$1.50 / Lunch \$3.00

*Premium meals are higher priced.

WAYS TO COMMUNICATE

Good communication between home and school is important for the success of our students.

- ♦ Weekly communication will go home every Monday.
- ♦ Leave message for teacher with receptionist – 8:10 am to 4:10 pm
- ♦ Emery Express – goes home/posted on our website the first Monday of each month.
- ♦ Please call ahead of time for an appointment to conference with a teacher, administrator, or other staff member
- ♦ Calendar information, newsletters, and other information is on our website.

TEACHER CONFERENCE TIMES

PPCD/Pre-K	11:50 pm – 12:50pm
Kindergarten	11:45 am – 12:40 pm
First Grade	9:55 am – 10:50 am
Second Grade	9:00 am – 9:55 am
Third Grade	12:50 pm – 1:45 pm
Fourth Grade	2:00 pm – 2:55 pm
Fifth Grade	2:55 pm – 3:50 pm

PERSONAL ITEMS

To prevent distractions in our educational setting, we ask that students refrain from bringing personal items to school without specific permission from the teacher. Personal items can be defined as, but not limited to: toys, radios, electronic games, trading cards, sports equipment, etc. We are not responsible for lost or stolen items.

CHANGE OF ADDRESS

It is vital that all student demographic information is current and we are able to contact you. Please keep address, phone numbers, and emergency contacts up to date.

You may notify us of a change in information by sending a note with your child or notifying the registrar, Cristina Rivera at 281-855-9082.

MEDICATION POLICY

- ♦ To maintain a safe environment and ensure that students are in the classroom, only medications which **must** be given during school hours should be brought by a parent/guardian to the School Nurse for administration.
- ♦ Over-the-counter medications and prescription medicines must be brought in original containers with appropriate label containing student's name, content of bottle and directions for dosage and time.
- ♦ Students are **not** allowed to carry any medications to or from school (including cough drops, vitamins, Chap Stick...etc.)

AWARDS

Every Nine Week Grading Period:

- ♦ Principal's Honor Roll – All A's & all S's
- ♦ A/B Honor Roll – More A's than B's & all S's
- ♦ Golden Eagle - Citizenship Award given to two students per class three times a year.
- ♦ Self-Managers – earned by students, acknowledgments given throughout the year.

BIRTHDAYS/SPECIAL OCCASIONS

- ♦ Student birthdays are acknowledged during the morning announcements.
- ♦ Due to the Foods of Minimal Nutritional Value Policy, parents may not bring cakes, cupcakes or any other food item for the class. You may bring a treat for your own child.
- ♦ Privacy Act-homeroom lists may not be provided to individuals.
- ♦ No party invitations may be distributed at school. We also do not allow the delivery of gifts such as flowers, balloons, etc.

PTO/VOLUNTEERS

Please join the Emery PTO. You may also volunteer in many ways to assure the success of our children.

bettie.mcginness@cfisd.net

CELL PHONES/MOBILE DEVICES

If your child brings a cell phone/mobile device to school, it must be off and out of sight unless it is being used for instructional purposes approved by the teacher. We are not responsible for lost or stolen cell phones or mobile devices. The Cypress-Fairbanks I.S.D. Student Handbook and Code of Conduct will be followed.

CODE OF CONDUCT

The code of Conduct Handbook can now be viewed online at www.cfisd.net. Please become thoroughly familiar with this document. Make special note of policies regarding attendance, transportation, school visitation, make-up work, medication policies, textbooks and dress code.

EMERGENCY SCHOOL CLOSINGS

Listen to TV Channels 2, 11, 13 or 26
FM Radio Stations 97.9, 97.5, 100.3, 93.0,
102.9, 99.1, 107.9
AM Radio Stations 1010, 740, 940
www.cfisd.net