# MERLIN MESSENGER

Parent Newsletter - December









**Believe the** 



With Winter Break just around the corner and 3 weeks left in the second nine weeks grading period, we are already gearing up for the second semester at McNeill Elementary School! We have a ton of fun and engaging activities and events planned for our students this month and we ask for your support in getting our students to school on time each and every day leading up to the break!

Thank you again for all of your support! I wish you all a safe and happy holiday season!

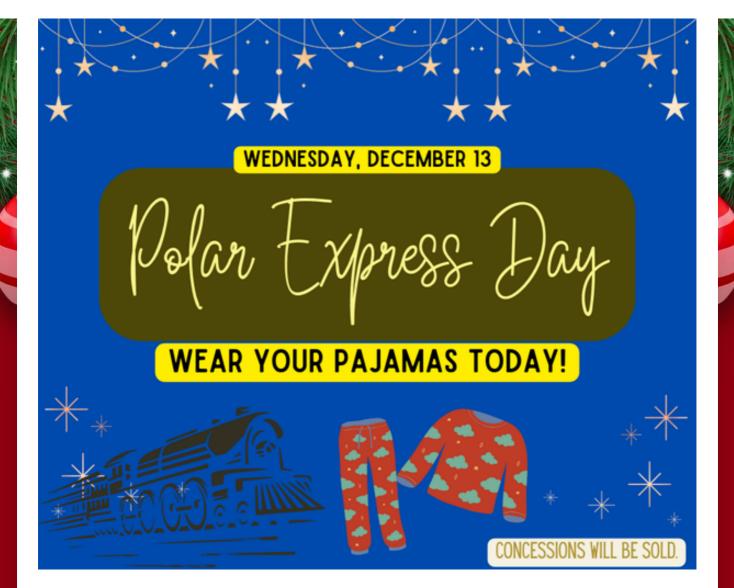


## **Photos with Santa**

Santa is coming to McNeill Elementary on December 12th! Pictures will be printed and framed for just \$5 per copy. Please scan the QR code to sign your child up and capture the magical moment.



Payment is due by December 11th.







#### **CLASS PARTY INFORMATION**

All parents on campus for class parties, must have a badge pre-printed from the front office. To have a badge pre-printed, you must have your driver's license or passport scanned. If you or a family member visiting our class holiday parties has not yet visited our campus this year, you must bring your driver's license to the front office to be scanned before December 15th. If you do not have your driver's license scanned ahead of time, please understand that you will wait until all prescanned visitors have received their badge before you are assisted. To bypass this wait time, please come in and get this done beforehand to get a "Fast Pass".

Also, you may not sign up multiple family members under one name on the visitor link. The reason you are not permitted to do this is because all visitors must have their own badge as the previous paragraph states. If you are one of the people, especially on the visitor link that has done this, please go back and register each family member visiting individually. This is the only way the front office can print you a badge. Please do this ASAP.

Your support with our safety procedures for class parties not only greatly helps our front office staff maintain control of wait time and crowds, but allows you quick, hassle-free entry. Again, if you do not register your visiting members individually, and/or do not have their driver's license prescanned, you will wait until all other register and pre-scanned visitors and volunteers have been issued their badge before you are assisted.

Please know that school-age children are not permitted to attend class parties on December 15th. As this is an early release day, parents will be permitted to sign their child out from their teacher's classroom at the conclusion of the parties.

#### **Class Party Times**

• Grades 3-5/SLC: 9:00-9:45am

• Grades PK-2/ECSE: 10:00-10:45am

Please use the Visitor RSVP Link below to pre-register all visitors by Thursday, December 14th.

Thank you for your support of our safety measures!

#### **Visitor RSVP Link**

Please use the link above to RSVP for your child(ren)'s class party by Thursday, December 14th.

#### **SPIRIT STORE OPEN NOW**

## MCNEILL ELEMENTARY SPIRIT STORE 2023

https://gogandy.com/mcneill-elementary23

SALE ENDS: January 3rd!!



#### **CLUB INFORMATION - DECEMBER**

Our clubs are underway. It is important that parents pick up or drop off students on time. We appreciate your support! Below you will find a list of clubs, meeting dates, and sponsor name(s). Please reach out to the club sponsor with any questions.

#### **Club Name**

#### **NEHS - Monday**

- December Date(s): 12/11
- Sponsors Ms. Patterson/Mr. Jones

#### Cheer - Mondays

- December Date(s): 12/4, 12/11
- Sponsors Ms. Stewart

#### Girls in STEM - Tuesdays

- December Date(s): 12/5, 12/12
- Sponsors Ms. Obrero/Ms. Harrell

#### Rhythm Club - Wednesdays

- December Date(s): 12/13
- Sponsor Ms. Garnes

#### Choir - Thursdays

- December Date(s): 12/7
- Sponsor Ms. Garnes

#### Intramural Sports - Thursdays

- December Date(s): 12/7, 12/14
- Sponsor Coach Young

#### **LEGO Club - Thursdays**

- December Date(s): 12/7
- Sponsor Ms. Kirkpatrick

**WINTER SPIRIT DRESS UP DAYS FOR STUDENTS** 



We are giving our Merlins an opportunity to participate in some fun Winter themed dress up days during the month of December!

#### Monday, December 4

"Wear your favorite holiday shirt!"

#### **Tuesday, December 5**

"Ugly Holiday Sweater Day" Wear your most festive/ugly holiday shirt/sweater!

#### Wednesday, December 6

"Mad About Plaid" Wear your favorite flannel!

#### Thursday, December 7

"You're a Mean One, Mr. Grinch!" Wear green or Grinch attire!

#### Friday, December 8

"Athletic Wear" Wear athletic wear and/or warm ups

#### Monday, December 11

"Deck the Heads" Wear your favorite holiday hat, antlers, elf ears (etc.)!"

#### Wednesday, December 13

It's Polar Express Day! Wear your favorite PJs today!

If participating in themed dress days, please make sure attire chosen is within district guidelines and doesn't interfere with navigating through a normal school day - i.e. class, recess/PE, etc.







#### **PTO NEWS**

#### **December Dress Down Days**

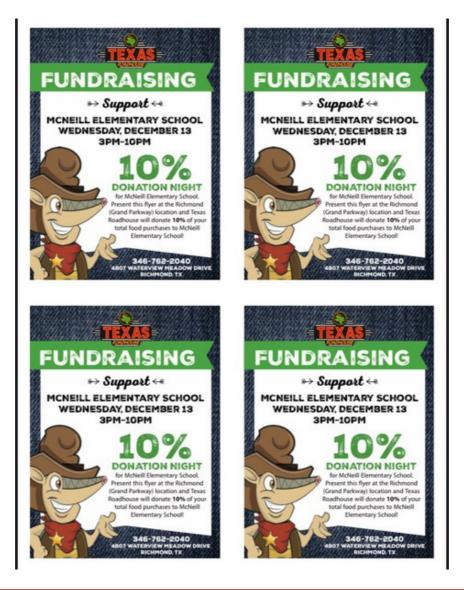
Our December dress down days will be held on the following date(s):

Friday, December 1 - Neon Day



#### **December Spirit Nights**

Our December Spirit Nights will be held on the following dates: Monday-Wednesday, December 4-6 - Marco's Pizza Wednesday, December 13 - Texas Roadhouse



#### YEARBOOK INFORMATION



YEARBOOKS SELLING FAST!!  Order your 2023-2024  Yearbook now for just \$35!  Three easy ways to order:  1. Go to Balfour.com and type in our school name McNeill Elementary School. Purchase a yearbook online using a credit or debit card.
SELLING FAST!!  Order your 2023-2024  Yearbook now for just \$35!  Three easy ways to order:  1. Go to Balfour.com and type in our school name McNeill Elementary School.
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2. Make a payment using Venmo to McNeill Elementary PTO @McNeill-PTO 3. Complete the form below and return to front office with your cash or check attached. Make checks payable to: McNeill Elementary PTO  McNeill Elementary PTO
For questions or concerns, please email Delores Williams at merlinyearbook@gmail.com
*While supplies last. Scan now to preorder.* SCAN ME
Cost: \$35
Student Name :
Teacher/Grade:
Parent/Guardian Name:
Email:
Phone :
# of Yearbooks Total Cost
# of Yearbooks Total Cost Payment Method Cash Check Venmo (check one)

#### **CROSSING GUARD VOLUNTEERS**

#### From the PTO

In an effort to increase student safety, especially in light of the recent tragedy in Katy ISD, we have put together a signup for volunteer crossing guards. The intersection of Lakemont Bend and Mason is very busy and a dangerous place to be a child. Please consider volunteering to help our dedicated Crossing Guard, Ms. Ruse continue to ensure student safety as they get to school each day. She performs this job everyday, rain or shine, and looks out for the students as if they were her own children. Ms. Ruse will be there to lead the way; volunteers will be provided with a reflective vest and greeted with smiles from our grateful students. Please sign up to help make the crossing safer for our students.

### **Crossing Guard Volunteers**

**JOIN THE PTO** 

## McNeill PTO Membership Sign-up

#### JOIN McNeill Elementary PTO TODAY!!

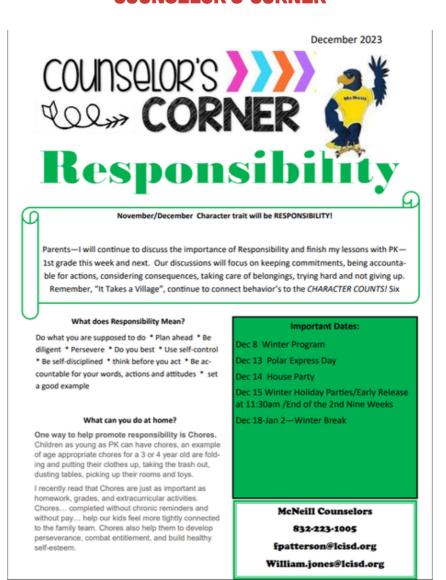
McNeill Elementary PTO is a vital part of the school community bringing together parents, teachers, administrators, and students. We provide an excellent opportunity for parents to meet one another, get comfortable with the school and its staff, and support each other's common goals. Plus, we have a lot of fun in the process!

#### MEMBERSHIP IS ONLY \$10!!

Each year our PTO funds social events, tools for education, student programs, school supplies, etc. We also provide much needed extras to enhance our student's overall school experience. The PTO can only accomplish all of these things with your help, so please join us today and become involved.

If you would like to make a donation to the PTO we welcome your support. If you are making a donation, please make checks payable to "McNeill Elementary PTO". All donations are tax deductible.

#### **COUNSELOR'S CORNER**



#### REPEATED INFORMATION

#### INTERNATIONAL FESTIVAL

Our annual International Festival is approaching quickly! We will have food, music, and performances again! Come join in on the fun with your family and your teachers! In order to make this another great event, we need your help! Please let us know if you would like to host a table displaying your country! Lastly, if you would like to volunteer, please feel free to reach out to <a href="mailto:lareina.lim@lcisd.org">lareina.lim@lcisd.org</a>! Thank you for your support in making this a wonderful event!



#### **VOLUNTEER INFORMATION**

If you are interested in volunteering in Lamar CISD for the 2023-2024 please complete the volunteer background check application found here <a href="https://www.lcisd.org/community/volunteers">https://www.lcisd.org/community/volunteers</a>
This background check will allow you to serve on campus in a variety of capacities with both students and teachers.

We appreciate your help in keeping our campus and students safe. Thank you for volunteering in Lamar CISD!

#### **LUNCH VISITORS**

Please see the reminders below regarding our lunch visitors and procedures.

Lunch visitors will be welcomed daily during. Lunchroom visitors are limited to **TWO visitors** per child per day.

As a large campus, our space is very limited, and we must be creative with how we safely accommodate lunch visitors for parents who would like to eat with their children. There will be one lunch table and the lounge area designated for visitors. Please be sure to sit in these areas only.

Visitors may eat **ONLY** with their child. Visitors may not provide food for children who are not their own or interact with them.

Visitors must sign in at the front office with a government issued identification card or a passport to receive a pass. After the scheduled lunch time, parents must leave the building.

Parents are highly discouraged from dropping off lunches or having lunch delivery services at school. The constant deliveries are a disruption to the instructional environment. Students should bring easy to open items with them daily for lunch and snacks to minimize contact. No nut-based snacks for the classrooms.

#### McNeill Lunch Schedule (1).pdf

**Download** 

151.7 KB

#### LAMAR CISD ELEMENTARY HANDBOOK / DISTRICT CODE OF CONDUCT

The Lamar CISD Elementary Handbook has been approved by the LCISD board and is now posted with updated changes. Please follow this link to review:

https://www.lcisd.org/departments/academics/elementary-education

#### **HIGHLIGHTS**

#### **Technology Devices**

Personal Technology Lamar CISD believes that appropriate use of students' technology devices enhances our students' education. Students may be asked to bring their own device to school. This includes but is not limited to: cell phones, smart phones, iPods, iPads, electronic tablets, and laptop computers. Students may use devices in class at the teacher's discretion. Students must follow teacher, campus, and district rules and guidelines for use.

(Campus Guideline: All electronic devices must remain in the student's backpack turned off during the instructional day unless the teacher allows the student to use the device for an assignment.)

#### Vapes / e-cigarettes

During the last Texas Legislative session, a law was passed making it illegal for a student to be in

possession of such items violating the district code of conduct, there is a mandatory placement at ALC. (Page 113 Elementary Student Handbook)

#### Possession Of Prohibited Items Students shall not possess or use:

(For a complete list of prohibited items see page 99 of the LCISD Elementary Handbook)

- fireworks of any kind, smoke or stink bombs, or any other pyrotechnic device
- razor, box cutter, chain, or any other object used in a way that threatens or inflicts bodily injury to another person
- "look-alike" weapon
- air gun or BB gun, firearm, stun gun
- a pocketknife or any other small knife
- mace or pepper spray

(Parents, please discuss this with your child and check your student's backpacks or pockets every periodically. Students have shared that on the weekends they go fishing or hunting where they use a pocket knife. We simply do not want a pocket knife left in a pocket or back pack from a fun weekend trip inadvertently. If you look on page 113, there's mandatory placement to ALC if these items are brought on campus.)

#### **Compulsory Attendance Law**

#### Excused Absences for Compulsory Attendance

State law allows exemptions to the compulsory attendance requirements for several types of absences if the student makes up all work. The District shall excuse a student from attending school for the following purposes:

- Religious holy days
- Required court appearances
- Activities related to obtaining United States citizenship
- Health-Care Appointments\*
- For students in the conservatorship (custody) of the state
- TAPS at Military Funeral
- Parent, Stepparent, or Legal Guardian who is an active-duty member of the uniformed services leaves for active duty
- Personal Illness\*\*
- Death/Funeral of an Immediate Family Member
- Quarantine Absences for a student who is required to quarantine will be excused with written documentation from a medical physician or the school nurse.

\*Documented health-care appointments for the student or a child of the student, including absences related to autism services shall be excused, if the student returns to school on the same day of the appointment and brings a note from the health-care provider. A consultation over the phone or via video (telemedicine) is considered an appointment with a health care professional. However, an appointment with a school nurse does not count as an appointment with a health care professional.

\*\*When a student is absent from school due to personal illness, the student upon return, or within 5 days of returning to school, must submit a note signed by a parent giving the date(s) and describing the reason for the absence.

.. ...

If an absence does not meet the criteria for an excused absence, the absence will be considered unexcused for attendance accounting purposes. Examples of unexcused absences includes, but are not limited to the following:

- Any absence without required documentation.
- Family trips/vacations, reunions, weddings, parent business trips.
- · Non-school sponsored activities.
- Private lesson or tutoring.
- Religious retreats, camps, mission trips, and individual rites other than a religious holy day.
- Non-enrollment days These are days that a student is not in school due to transferring to another LCISD campus or alternative placement.

#### **ABSENT NOTES:**

Parent notes may be sent by email but must come from a parent's verified email account. The note or email must be sent to the campus attendance clerk. Excuse notes turned in after 5 days are subject to approval by the campus principal. An excessive number of absences will be referred to the Campus Attendance Review Committee (ARC). If a student is absent 5 consecutive school days or more, a doctor's note is required within 5 days of the student's return to school for the absence to be excused.

#### MAKE-UP WORK:

It is critical for students to work with teachers when they return from an absent from school so that assignments can be completed.

#### PARENT STANDARDS OF CONDUCT

The LCISD Board of Trustees approved the Parent Standards of Conduct on August 1, 2023.

Parent Standards of Conduct - 08.01.23.pdf

**Download** 

147.2 KB

Parent Standards of Conduct - Spanish - 08.01.23.pdf

**Download** 

145.5 KB



#### 2023-24 MCNEILL'S STANDARD DRESS CODE

#### Parents.

Please help to ensure that your child is in dress code everyday. Outside of dress down days, students are expected to adhere to our campus dress code. Thank you in advance for your help.

Collared (polo style, no logo) solid color tops in red, white, navy blue and yellow. Bottoms may be in solid color khaki, navy blue or blue denim jeans, slacks shorts, skirts, or jumpers. McNeill spirit shirts may also be worn.

#### Clarifications:

- Students are required to wear their ID's daily.
- On PTO Free and Pay dress down days students must follow the LCISD dress code policy.

#### **CAR RIDER PICK-UP PROCEDURES**

To ensure the safety of our students, we ask that you please follow the procedures listed below to help the car rider line remain safe and move quickly.

- 1. The car rider line is a **CELL PHONE FREE ZONE**.
- 2. Dismissal will begin promptly at 3:10.
- 3. Parents will hang their car rider signs on the rearview mirror.
- 4. A teacher will assign you a number as you enter the car rider line.
- 5. You will pull forward to your designated number indicated on the sidewalk to your right.
- 6. Do not stop when you see your child walking. A Safety Patrol student or teacher will assist your child with entering the car.
- 7. Please do not get out of your vehicle for any reason.

- 8. Once your child is in your vehicle, you must remain in the car rider line. **Do not go around the** cars in front of you to exit the car line.
- 9. <u>If your child is not at the designated number provided, you will be asked to move forward and park in a designated parking spot.</u> A staff member will go to the gym and walk your child to your vehicle.
- 10. Please be patient and drive slowly.



#### **RAINY DAY DISMISSAL PROCEDURES**

On inclement weather days, we will implement our Rainy Day Dismissal procedures to ensure all students get home safely. All dismissal procedures will remain the same for car riders, bus riders, daycare, and YMCA students. Please note the changes below for walkers and bikers in the event of a Rainy Day Dismissal.

#### **Walkers & Bikers**

- Students will report to the library and sit by grade level.
- After the bus and day car buses have departed, parents of walkers/bikers may make their way to the front of the school.
- Parents will be asked to sign their child out with one of the staff members in the front foyers.
- Students will be released from the library to the parent after they have been signed out.

In the event you would like to change your child's transportation method, please contact the front office before 2:15 pm. Thank you in advance for your understanding as student safety is our top priority.

#### **EARLY PICK-UP AND TRANSPORTATION CHANGES**

If you take your child out of school before dismissal time, you will need to report to the office to sign him/her out. Your child will stay in the classroom until you arrive. If it necessary for someone other than the parent/guardian pick up your child, that person must be signed, dated note with the child. The person picking up your child must show photo identification to the office staff. Accumulated time of early pick-ups is calculated by minutes in lost instruction time. Request to check out your child must be done prior to 2:15 pm.

Any changes in the normal transportation of your child must be stated in writing with a parent/guardian signature. We ask for everyone's help in not making changes frequently. However, we understand that in rare cases, unexpected changes will need to happen. These can be called in to the front office by 2:15 pm. We are not able to process changes after 2:15 pm. This includes parents that come to the campus without prior notice to pick up their child. Any change in transportation arrangements for any student requires a note to the teacher. Make sure you write your child's first and last name, teacher's name and indicate the date(s) for the change and how the child is going to go home. We ask that the parents not email the change since there maybe times that a teacher is not in attendance or does not have a chance to read their email.

Please note on early release days the latest you can pick up is 11:00 am!

#### **VISITOR / VOLUNTEER BADGES**

Parents and other visitors / volunteers are welcome to visit district schools. For the safety of those within the school and to avoid disruption of instructional time, all visitors / volunteers must first report to the main office, sign in as a visitor / volunteer, present a valid State issued ID, and wear a visitor's / volunteer's badge. To better protect our students, visitors and staff, all LCISD campuses screen for registered sex offenders. A valid State issued ID is required to enter all campuses.

(New Requirement: Badges must be worn on the upper torso / chest area in clear view)



#### **SMART TAG REMINDERS**

- Students will be required to wear their SMART Tags daily. They should wear them with their lanyards to school. No items should be attached to lanyards.
- All students will start receive SMART tags by the end of the first week.
- Any student who misplaces their SMART Tag will need to purchase a replacement one.
   Replacement SMART Tags can be purchased for \$5 in the front office

**SRP: STANDARD RESPONSE PROTOCOL** 

## **IN AN EMERGENCY** TAKE ACTION



#### HOLD! In your room or area. Clear the halls.

#### STUDENTS

Clear the hallways and remain Close and lock door in room or area until the "All Clear" is announced

Account for students and adults Do business as usual



#### SECURE! Get inside. Lock outside doors.

#### STUDENTS

Return to inside of building Do business as usual

#### ADULTS

Bring everyone indoors Lock outside doors Increase situational awareness Account for students and adults Do business as usual



#### LOCKDOWN! Locks, lights, out of sight.

#### STUDENTS

Move away from sight Maintain silence Do not open the door

#### **ADULTS**

Recover students from hallway if possible Lock the classroom door Turn out the lights Move away from sight Do not open the door



#### **EVACUATE!** (A location may be specified)

#### STUDENTS

required to Follow instructions

#### ADULTS

Account for students and adults If possible, bring your phone Notify if missing, extra or injured students or adults

Prepare to evade or defend



#### SHELTER! Hazard and safety strategy.

#### STUDENTS

Use appropriate safety strategy for the hazard

#### ADULTS Lead safety strategy

Account for students and adults Notify if missing, extra or injured students or adults

Hazard Safety Strategy Tornado Evacuate to she Hazmat Seal the room Earthquake Drop, cover and hold Tsunami Get to high ground



#### **EMERGENCY DRILL PRACTICES**

Every month Mcneill students will practice a safety drill along with a fire drill. Drills are not announced so we can practice them in case we are presented with a situation to activate one in real time. Teachers reviewed the procedures for these drills with their students during the first week of school. These drills have **not** changed from last year to this year.

### **HELPFUL DOCUMENTS**

2023-23 LAMAR CISD CALENDAR

2023-24-instructional (1).pdf

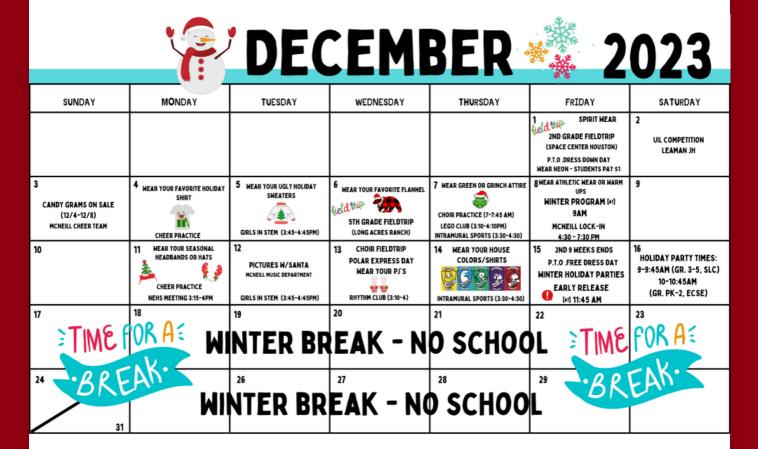
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#### **DATES TO REMEMBER**

#### **DECEMBER**

- December 1: 2nd Grade Fieldtrip/PTO Dress Down Day Wear Neon (Students Pay \$1)
- December 2: UIL Competition @ Leaman JH
- December 4-8: Candy Grams on Sale
- December 4: Wear Your Favorite Holiday Shirt/Cheer Practice/PTO Spirit Night @ Marco's Pizza
- December 5: Wear Your Ugly Holiday Sweaters/Girls in STEM (3:15-4 PM)/PTO Spirit Night @ Marco's Pizza
- December 6: Wear Your Favorite Flannel/5th Grade Fieldtrip/PTO Spirit Night @ Marco's Pizza
- December 7: Wear Green or Grinch Attire/Choir Practice/LEGO Club/Intramural Sports
- December 8: Wear Athletic Wear or Warm-Ups/Winter Program @ 9 AM/McNeill Lock-In (4:30-7:30 PM)
- December 11: Wear Your Seasonal Headbands or Hats/Cheer Practice/NEHS Meeting
- December 12: Pictures w/Santa/Girls in STEM
- December 13: Choir Fieldtrip/Polar Express Day/Wear Your PJ's/Rhythm Club/PTO Spirit Night
   @ Texas Roadhouse
- December 14: Wear Your House Colors/Intramural Sports
- December 15: 2nd 9 Weeks Ends/PTO Free Dress Day/Winter Holiday Parties/Early Release @ 11:45 AM
- December 18-January 2: Winter Holiday (NO SCHOOL)



#### McNeill Elementary

Email: jearine.jordan@lcisd.org

Website: <a href="https://www.lcisd.org/campuses/mcneill/home">https://www.lcisd.org/campuses/mcneill/home</a>

Location: 7300 S. Mason Rd., Richmond, TX 77407

