

School Colors:



Mascot:
Leopard

Andre' Elementary School

8111 Fry Road
Cypress, Texas 77433

Phone: 281.463.5500 Fax : 281.463.5507

School Hours:

8:45- 3:45 Grades K-5
8:45-11:45 AM PreK
12:45- 3:45 PM PreK

ANDRE' STAFF

Marilyn Fredell - Principal
Laura Ann Novacinski - Assistant Principal
Kim Smith – Assistant Principal
Gail Craig – Instructional Specialist
Heidi Draehn – Instructional Specialist
Reggie Mitchell – Instructional Specialist
Kari Suchecki - Instructional Specialist
Janet Soto - Counselor

Kay Routh – Media Specialist/Librarian
Amber Bertrand – Speech Pathologist
Carmen Lozano - Diagnostician
Bevin O'Connor – Nurse
Sharon Tipping - Principal Secretary
Ahime Chazari – Registrar
Nancy Alvarez – Cafeteria Manager

ATTENDANCE

Absences will be excused for:

- Illness,
- Death in family,
- Weather/road conditions making travel dangerous,
- Other circumstances deemed appropriate by Campus Attendance Committee.

Students must bring a note, signed by the parent/legal guardian with the reason for each absence. A doctor's note is necessary for more than 5 days of absence.

After a student is absent 3 days, parents may make arrangements with the teacher for make-up work. No make-up work will be provided in advance.

Arrival:

Students may not arrive to school before 8:30 a.m. Children will enter the building at 8:35 a.m. PM PreK may enter the building at 12:35 p.m.

Late Arrival:

Students arriving after 8:45 a.m. are tardy and must report to the office for an "Admit to Class" slip.

Early Pick Up:

All students must be signed out through the V-Soft System in our Front Office. Under normal circumstances, either parent of the student will be allowed to take their child from school. The only other persons permitted to take students from school are those listed on the Emergency Card by the parent or guardian. Temporary permission will be granted if a parent sends a handwritten note requesting a change.

Transportation changes cannot be made after 3:15 p.m.

LUNCH VISITATION

Please limit your visits to once per week due to our large enrollment.

- Lunch guests must sign in through the V-Soft system in the front office and wear the pre-printed name tag chest level.
- If someone other than the parent/legal guardian is visiting for lunch, the parent must provide a note in advance. The following information must be included:
 - Visitor's name
 - Name of Child
 - Date of the Lunch
- If a note is not sent in advance, the school will ask the visitor for identification and call the parent for permission. If the parent is not available or not at an "Emergency Card" designated number, the guest will not be allowed in the cafeteria.
- Students and their lunch guests must sit in the area designated for visitors.

LUNCH MONEY

Please deposit money in your child's cafeteria account for emergencies. The Federal Lunch Program is available. Contact the Cafeteria Manager for details.

Meal Prices:

	Breakfast	Reduced Breakfast	Lunch	Reduced Lunch
Student	\$.95	\$.20	\$1.65	\$.40
Adult	\$1.20	\$1.20	\$2.20	\$2.15

CELL PHONE USE



Students may not use cell phones to text or to make/receive phone calls during the instructional day. Phones removed from students for inappropriate use or violation of the cell phone policy are subject to a \$15.00 fee and will only be returned to the parent.

Parents and visitors are reminded to **turn off all cell phones prior to** entering the building so there is no disruption to student learning!

Calls may only be made/received from the front office.

LUNCH SCHEDULE

10:55-11:25	1 st Grade
11:10-11:40	½ Kindergarten: Cano, Sanders, McDonald, Heck
11:25-11:55	2 nd Grade
11:40-12:10	½ Kindergarten: Sullins, Trahan, Otero, Seng, Garcia
12:10-12:40	3rd Grade
12:40- 1:10	4th Grade
12:45- 1:15	PreK PM
1:20 - 1:50	5th Grade



Andre' is a **Positive Behavior Intervention and Support (PBIS)** school.

It is the fundamental right of **all** students to have the opportunity to learn in a **safe environment** without distractions from other students.

Our **STAR** matrix, **Safety, Teamwork, Accountable, Respectful**, is taught.

In addition, we teach **social skills** such as:

- How to follow instructions
- How to accept "No" for an answer
- How to apologize
- How to disagree appropriately
- How to give a compliment
- How to accept a compliment

A child earns an "S" in conduct by following these skills. If a child has three (3) behavior infractions, a parent is called and an "N" may be earned. When an office intervention is held, a "U" may be recorded. For further details, please refer to the District's Code of Conduct. The Student Code of Conduct can be found on the District's website: <http://www.cfishd.net>.

CLINIC PROCEDURES

- Medication must be in the original container properly labeled with the child's name and directions for the time and dosage.
- A written request to administer drugs must be on file.
- No medication can be sent home with students.

ADDRESS & TELEPHONE NUMBERS CHANGES

Please keep address and phone numbers up to date in the school office at all times. You may notify us of changes by sending a note with your child or calling the front office.

It is vital that we are able to contact you in the event of an emergency.

BIRTHDAYS

Every child is special; however we **cannot** celebrate birthdays at school. **Please do not send** cakes, cookies, cupcakes, balloons, flowers or invitations.

TRANSPORTATION

Bus transportation is provided for all Andre' students. A student may not ride a different bus except in the case of an emergency. Due to the dangerous traffic conditions around our school, students may not walk or ride their bicycles to school.

Parent drop off and pick up must occur curbside. Students may not walk through the parking lot. Students will not be released to taxis or limousines.

Transportation changes cannot be made after 3:15 p.m.

TEXTBOOKS & LIBRARY BOOKS

Textbooks must be covered. Students must pay for lost or damaged textbooks and library books.

CLASSWORK, HOMEWORK, & PROGRESS REPORTS

Class assignments turned in after the set due date will be penalized with a grade reduction. Late assignments will not be accepted after five (5) school days.

Progress Reports will be sent home on the 4th Tuesday of each grading period. Progress Report and Report Card dates are listed on our monthly Parent Calendar.

HOW TO REACH US

Write notes to the teacher in your child's planner.

Order of contact:

- Teacher (First)
- Nurse (Medical Issues)
- Behavior Specialist (Discipline/Bus Reports)
- Librarian (Library Books)
- Cafeteria Manager (Breakfast/Lunch)
- Counselor
- Assistant Principal
- Principal



Front Desk	Receptionist	281-463-5500
Your Child's Teacher	Receptionist	281-463-5500
Nurse	Bevin O'Connor	281-463-5505
Behavior Interventionist	Heather Volesky	281-463-5554
Librarian	Kay Routh	281-463-5550
Cafeteria Manager	Nancy Alvarez	281-463-5530
Counselor	Janet Soto	281-463-5564
Assistant Principal: 1 st , 5 th PPCD, PreK, Kindergarten, Special Ed	Kim Smith	281-463-5571
Assistant Principal: 2 nd , 3 rd , 4 th Bilingual/ESL	Laura Ann Novacinski	281-463-5597
Principal	Marilyn Fredell	281-463-5544