



## 2014-2015 BURBANK ELEMENTARY NEWSLETTER

Vision: *Create a School of College-Bound Students*

Theme: *One Team, One Goal, No Limits!!!*

Dear Burbank Parents,

Welcome to our third week of school. Thank you for your support and patience during the first weeks of school. Everyone has been extremely helpful and positive. I look forward to a great second week of school.

### Monday Folders

Your child is bringing a blue folder home with all the school to home communication today. We have called this folder **"Monday Folder"** and it will be sent home every Monday. In this folder, you will find teacher and school information (graded work, conduct form, newsletters, etc...) that is intended for parents. We believe that sending this folder home will improve communication and make it more convenient. Every child receives one folder for the entire year: **Please see that your child brings this folder back to the teacher every Tuesday so that we can use it throughout the year. Thanks!**

### Early Release



Please mark your calendar. On September 10, Burbank will dismiss all students at 12:30. All students will have lunch on early release days. Please pick up your student on time. Thank you!!!

### Coffee with the Principal

We will celebrate our first coffee with the principal event on Friday, September 12, from 8:30-9:30 in the school cafeteria. We hope to see you at school!!!

### Open House



We look forward to seeing you at our upcoming Open House on September 17 from 4:30-6:30. As partners in education, we are excited at this opportunity to open our doors for our parents and community. Please join us!!

### Remind 101



In an effort to keep parents informed, Burbank is creating a Remind 101 account to connect the school with parents and caregivers instantly and safely throughout the school year. Remind 101 will allow the school to quickly send home information, dates, reminders, etc. Sign-up is as easy as it gets: it takes 15 seconds and all you need is a phone. The sign-up steps are being sent home in a flyer.

### Remind 101 for Teachers

Your child's teacher is also creating a Remind 101 account for his/her class. Please sign up for this account as well as teachers will be sharing important reminders on homework, upcoming tests, due assignments, etc.

### Burbank Website



Please visit our website at <http://www.houstonisd.org/Page/61565> to get quick and updated information about school hours, dismissal procedures, dress code, old newsletters, etc. We will be updating our website regularly, so please a moment to check it out and let us know what you think. You can also contact your teacher or anyone at school through

our website. Just go to "Faculty and Staff" tab and click on their email. Our goal is to make communication between school and parents as easy as possible.

### VIPS- Volunteers



We would like parents to be more involved with school life. If you feel that you can donate some of your time to come to school and support our students and teachers, please do not hesitate to apply with Mr. Tovar, our VIPS coordinator. He can be reached by email [htovar@houstonisd.org](mailto:htovar@houstonisd.org) or by phone 713 696 2690. Thank you!!!

### School Improvement



Here at Burbank we have been very busy all summer long improving the quality of our instruction and our building. We believe that our teachers and students deserve to have the best resources to teach and the best equipment that there is out there. Here is a breakdown of all the actions taken during the summer:

- Math manipulatives - Burbank purchased a new set of math manipulatives for every math teacher. Each set is priced around \$900.
- Computers - Burbank purchased 56 new computers for classroom use and 29 computers for a new computer lab. Students will use these computers to access online reading and math programs. Every class now has several working and up-to-date computers.
- Desks and chairs – Burbank purchased 450 new desks and 150 new chairs to replace old desks that were decades old.
- DreamBox – Burbank purchased the online math program DreamBox for students in Kindergarten through 2<sup>nd</sup> grade. This program will help students develop a strong foundation in math.
- Bookshelves and Easels – Burbank purchased more than 50 bookshelves and easels to update old teaching materials that our classrooms had.
- Floors - Burbank replaced the old carpet and vinyl floors in 9 classrooms during the summer and replaced it with new vinyl floors.
- Classrooms – Burbank painted 16 classrooms during the summer to make our classrooms to improve the learning experience and help our school look more child-friendly and inviting.

### Suggestion Box



We would like to hear from you. Please let us know how your visits to Burbank go or what your experience is. We have a suggestion box right on the front office counter for anyone to drop their suggestions.

### Forms

We sent a blue folder home with all the forms necessary at the beginning of the school year. Some of these forms contain very important information that teachers and the school need immediately. Please fill these forms and return them to your teacher as soon as possible. Thank you!!

### Free Lunch and Lunch Survey



Good news!!! Burbank Elementary is now a school that serves FREE lunch to all students. Not all schools in HISD receive free lunch in 2014-2015. To continue enjoying FREE lunch, please fill out and return the survey sent home the first week of school. 100% participation is required to continue enjoying free lunch for all students. Thank you!!!

### Grandparents' Luncheon

In honor of our grandparents, we celebrate Grandparents' Luncheon day on September 16. Grandparents are welcome to come and eat lunch with their grandchildren. We hope to see you in the cafeteria!!!

## BOY



We have been doing diagnostic tests (BOY stands for Beginning of Year Tests) to all of students in the areas of Reading, Math, Science, and Writing. We will be able to quickly determine where each child stands after the summer and start providing quality instruction at the level your child is. This data is extremely important. Please make sure that your student comes to school every day.

### School Daily Schedule



Please keep in mind our daily schedule for this school year.

1. Drop-off times: 7:15-7:45 (there is no adult supervision before 7:15. Your child will be unsupervised before 7:15)
2. Breakfast: 7:45-8:00
3. Tardy Bell: 8:00 (students arriving after 8:00 will need to come to the front office with their parents to receive a tardy slip)
4. After 2:30, Burbank will not be able to release students to parents due to dismissal preparations
5. Dismissal starts at 3:05

### 6. Phone Numbers, Emergency Contacts and Address Information



7. Please take a minute to share with our front office your new phone number or address. Also, please fill out and return the emergency contact form (if you have not filled it out during Meet the Teacher) as soon as possible.
8. We need updated contact information and emergency contact information.

### Drop-off and Dismissal Procedures Reminders



Both our drop-off and dismissal procedures ran much more effectively and smoothly at the end of the week. I truly want to thank everyone who made this possible. This is a school and community effort!! Parents have played an extremely important role improving our procedures. Once again, thank you for your patience. Please keep some reminders handy as we move into our second week:

#### Morning Procedures Reminders:

1. Do not drop students before 7:15 as there is no supervision.
2. Students arriving to school after 7:40 will go directly to their classrooms. After 7:40, parents will drop their students in the front of the school.
3. Tardy bell rings at 8:00. Any student coming after 8:00 will receive a tardy pass.

#### Dismissal Procedures Reminders:

1. Dismissal time starts at 3:05
2. Parents of Pre-Kindergarten and Kindergarten students will enter and leave through fence gate on Tidwell Road.

### Dress Code



Students can wear their blue or gold Burbank t-shirt or polo shirt (or a blue/gold t-shirt) with any bottom to knee length. Bottoms that show underwear in either male or female students are not permissible. On Thursdays, students can wear their favorite college shirts to celebrate College Day or follow the regular dress code policy. Students who do not follow the dress code will need to call home and ask for a change of clothes.

## Attendance



We have an attendance committee led by our Assistant Principal, Mr. Solorzano. The attendance committee is creating a plan to increase student attendance and celebrate perfect attendance at the classroom, grade, and school levels. Our final goal is to get to 98% daily attendance.

Please be reminded that state law requires that students receive 4 hours of instructional time at school to be counted as present. If you check out your child before the 4 hours, state law requires school to count a student as not present. District and state law also require schools to file charges if students have excessive unexcused absences.

## Fitness and Active Play

Here are some tips from our coach, Mr. Qualls, about how to help our students stay active and what he will be doing in the gym during PE time:

1. Eat right, more fruits and vegetables and less chips and sodas
2. Next week we will be starting our PE stations, this is a great 25 minute workout. Bring your tennis shoes
3. We will be stressing working the muscles and aerobic benefit to the heart
4. Instead of sitting on the couch watching TV, I would like for all students when at home to get between 20 and 45 minutes of continuous play

## Parent-Teacher Conference

We encourage parents to be involved in their child's education by communicating regularly with their teacher. A teacher-parent conference goes a long way in helping identify how your child is doing at school and what you can do to support him/her at school. Teachers are available to meet with parents Monday, Tuesday, Wednesday, and Friday during the following times:

Pre-Kindergarten: 8:15-9:05; 2<sup>nd</sup> Grade: 9:05-9:55; 1<sup>st</sup> Grade: 9:55-10:45; 5<sup>th</sup> Grade: 10:45-11:35; Kindergarten: 12:05-12:55; 4<sup>th</sup> Grade: 12:55-1:45; 3<sup>rd</sup> Grade: 1:45-2:35

## Dates to Remember



September 10, 2014	Early Release Day @12:30 p.m.
September 12, 2014	Coffee with the Principal @ 8:30 a.m.
September 16, 2014	Grandparents' Luncheon Day during regular lunch time
September 17, 2014	Open House (4:30-6:30)
September 19, 2014	2 <sup>nd</sup> Grade Family Read-In (7:15-8:00 am); "Back to School Dance Fundraiser" (a schedule will follow)
September 23, 2014	New Parent Organization Meeting @ 4:30
September 24, 2014	Early Release Day @ 12:30 pm
September 25, 2014	Progress Reports Go Home
September 26, 2014	Kindergarten Family Read-In (7:15-8:00 am)