



Shadydale Elementary School

5905 Tidwell Road

Houston, TX 77016

Phone: 713-633-5150, Fax: 713-636-7925

Teri Hampton, Principal
, District II Board Member

Parent Handbook 2020-2021

Kindergarten –5th Grade

www.houstonisd.org/shadydale

¡Welcome to Shadydale Elementary School

Parent Handbook 2020-2021

Acknowledgement of receipt

All parents or guardians must sign and return this sheet to their scholar's teacher on the second (2nd) school day.

I, _____ (*Name of Parent or Guardian*) have read Shadydale's "Parent Manual".

I will support and encourage an excellent school experience for my scholar by doing the following:

1. Follow the school and district standards described in this manual and the HISD Student Code of Conduct.
2. Let the school know of any changes that occur in my scholar's life, such as a move, family dynamics changes, medical problems, traumatic events, etc.
3. I need to make sure that the person who picks up or leaves my scholar at school knows the rules and procedures.
4. Attend school events related to my scholar's performance and academic success.
5. Be a Public-School Volunteer (VIPS).

Scholar's name (printed)

Parent/Guardian Signature

Date

Overview

Mission

Shadydale Elementary mission is to maintain high expectations and promote academic excellence for all students. Students will develop the skills needed to be thoughtful, educated, and bold global citizens who are trained to act in their school, community, and the world.

Shadydale Student Profile

The student profile is described with a list of attributes that promote academic rigor and the development of a system of personal values for an international mindset. Students at Shadydale will strive to be:

1. **Inquirers:** We cultivate our curiosity, while developing skills for research and research. We know how to learn autonomously and together with others. We learn with enthusiasm and maintain these desires to learn throughout our lives.
2. **Informed and educated:** We develop and use our conceptual understanding by exploring knowledge in a variety of disciplines. We are committed to ideas and issues of local and global importance.
 1. **Thinkers:** We use critical and creative thinking skills to analyze and proceed responsibly to complex problems. We act on our own initiative in making reasoned and ethical decisions.
 2. **Good communicators:** We express ourselves with confidence and creativity in various languages and ways. We collaborate effectively, listening carefully to the perspectives of other people and groups.
1. **Whole:** We act with integrity and honesty, with a deep sense of equity, justice and respect for the dignity and rights of people around the world. We take responsibility for our own actions and their consequences.
2. **Open-minded:** We develop a critical appreciation of our own cultures and personal histories, as well as the values and traditions of others. We seek and consider different points of view and are willing to learn from the experience.
 1. **Solidarity:** We show empathy, sensitivity and respect. We are committed to helping others and acting for the purpose of positively influencing the lives of people and the world around us.
 2. **Bold:** We approach uncertainty with foresight and determination. We work autonomously and collaboratively to explore new ideas and innovative strategies. We show ingenuity and resilience when faced with changes and challenges
3. **Balanced:** We understand the importance of physical, mental and emotional balance to achieve self-being and that of others. We recognize our interdependence with respect to others and the world in which we live.
4. **Reflective:** We carefully evaluate the world and our own ideas and experiences. We will strive to understand our strengths and weaknesses in order to contribute to our personal learning and development.

Important contacts

Administrative team		
Teri Hampton	Principal	thampto3@houstonisd.org
Stephane Dorsey (K-2)	Assistant Principal	sdorsey2@houstonisd.org
Bryan Tigner (3-5)	Assistant Principal	btigner@houstonisd.org
Dr. Dawnyell Arnold-Brown	Reading Specialist IAT Coordinator	dawnyell.brown@houstonisd.org
Support team		
Shelia Sterling	Principal's Secretary	ssterlin@houstonisd.org
Veronica Barrera	Main Office	veronica.barrera@houstonisd.org
Sherry Starling	Registrar	ssstarlin@houstonisd.org
St. Lascheal Jarvis	Attendance	sjarvis@houstonisd.org
Sondria Toole	Special Education Department Chair	sondria.toole@houstonisd.org
Rene Galdamez	LEP Coordinator	rgaldame@houstonisd.org
Talitha Pinkney	Counselor	tpinkney@houstonisd.org
LeRoy Phillips	Wraparound Specialist	Leroy.phillips@houstonisd.org
Gretchen Dregin	Nurse	Gretchen.Dregin@houstonisd.org
Sherrie Curry	Librarian 504 Coordinator	Scurry4@houstonisd.org

School calendar and important dates

2020-2021 Academic Calendar Houston Independent School District

July 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2020						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2021						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2021						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

<p>Key</p> <ul style="list-style-type: none"> Holidays Teacher Preparation Days (no students) Teacher Service Days (no students) Academic Boot Camp Option* <p><i>*targeted remediation by invitation (select students)</i></p>	<p>Holidays</p> <ul style="list-style-type: none"> September 7, 2020 Labor Day September 28, 2020 Fall Holiday (Students Only) November 23-27, 2020 Thanksgiving December 21, 2020 - January 1, 2021 Winter Break January 18, 2021 Martin Luther King, Jr. Day March 15-19, 2021 Spring Break March 29, 2021 Chavez-Huerta Day April 2, 2021 Spring Holiday May, 31 2021 Memorial Day 	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Significant Dates</td> <td style="width: 33%;">Grading Periods</td> <td style="width: 33%;">Report Card Dates</td> </tr> <tr> <td>August 10, 2020 Teachers report to work</td> <td style="color: red;">Aug 24-Oct 2 27 days</td> <td style="color: red;">October 9, 2020</td> </tr> <tr> <td>August 24, 2020 First day of school</td> <td style="color: red;">Oct 5 - Nov 6 24 days</td> <td style="color: red;">November 13, 2020</td> </tr> <tr> <td>December 18, 2020 Last day of first semester</td> <td style="color: red;">Nov 9-Dec 18 25 days</td> <td style="color: red;">January 8, 2021</td> </tr> <tr> <td>January 5, 2021 First day of second semester</td> <td style="color: red;">Jan 5-Feb 19 34 days</td> <td style="color: red;">February 26, 2021</td> </tr> <tr> <td>May 28, 2021 Last day of school for students</td> <td style="color: red;">Feb 22-Apr 16 32 days</td> <td style="color: red;">April 23, 2021</td> </tr> <tr> <td>June 1, 2021 Last day for teachers</td> <td style="color: red;">Apr 19-May 28 30 days</td> <td style="color: red;">May 27, 2021 (ES/MS)</td> </tr> <tr> <td></td> <td></td> <td style="color: red;">June 4, 2021 (HS)</td> </tr> </table>	Significant Dates	Grading Periods	Report Card Dates	August 10, 2020 Teachers report to work	Aug 24-Oct 2 27 days	October 9, 2020	August 24, 2020 First day of school	Oct 5 - Nov 6 24 days	November 13, 2020	December 18, 2020 Last day of first semester	Nov 9-Dec 18 25 days	January 8, 2021	January 5, 2021 First day of second semester	Jan 5-Feb 19 34 days	February 26, 2021	May 28, 2021 Last day of school for students	Feb 22-Apr 16 32 days	April 23, 2021	June 1, 2021 Last day for teachers	Apr 19-May 28 30 days	May 27, 2021 (ES/MS)			June 4, 2021 (HS)
Significant Dates	Grading Periods	Report Card Dates																								
August 10, 2020 Teachers report to work	Aug 24-Oct 2 27 days	October 9, 2020																								
August 24, 2020 First day of school	Oct 5 - Nov 6 24 days	November 13, 2020																								
December 18, 2020 Last day of first semester	Nov 9-Dec 18 25 days	January 8, 2021																								
January 5, 2021 First day of second semester	Jan 5-Feb 19 34 days	February 26, 2021																								
May 28, 2021 Last day of school for students	Feb 22-Apr 16 32 days	April 23, 2021																								
June 1, 2021 Last day for teachers	Apr 19-May 28 30 days	May 27, 2021 (ES/MS)																								
		June 4, 2021 (HS)																								

School hours

7:30 a.m.	Start of school day, classroom breakfast (BIC), Instruction
8:00 a.m.	End of breakfast (late arrival bell)
10:00 a.m.-1:15 p.m.	Lunch hours
3:00 p.m.	School day ends

Daily requirements

Parents must send the following items to school each day:

1. **Kindergarten:** A complete change of clothes (lower uniform garment, shirt uniform, underwear and socks)
2. **Backpack** with supplies and completed homework
3. **Breakfast/Lunch:** Meals are provided to each student free of charge, however, students are allowed to bring their own meals if they choose. Please ensure the student is able to open all containers without assistance.
4. **Written note** with justification of absence, if necessary.

Parents should check backpacks daily and respond to the information provided.

Your scholar's first week of school

During the first week of school, your scholar will learn the school expectations and classroom routines that will teach them to be a responsible and successful global student.

Each night review all the information your scholar's teacher shares with you during the *Meet and Greet presentation* meeting, so that your scholar can learn school procedures as quickly as possible.

First day envelopes will be sent to each student via TEAMS and posted on the school website. **Parents must complete all forms and return them to the main office.**

Arrival and Dismissal Procedures

Arrivals in the morning and pick-up

School gates open at 7:15 a.m. Students are not allowed to enter the building before 7:15 a.m. Please do not leave your scholar at school before this time, because there is no adult supervision.

Please proceed to the second entrance near the gym and cafeteria for drop off and pick up.

7:15 a.m. School opens. School staff will supervise students in the cafeteria and gym until students are released to class.

7:30 a.m. – 8:00 a.m. Breakfast is served in the classroom. This is the most important meal of the day!

GETTING TO SCHOOL ON TIME

8:00 a.m. Late Arrival Bell

Students who are late must enter the building through the main entrance and will be counted tardy.

*** The student will then receive a late arrival pass. If multiple late arrivals are accumulated, an administrative meeting will be scheduled.*

Dismissal

Parents are not able to pick up students from the classroom.

Students will need to be picked up by an authorized adult at 3:00 p.m. unless the student travels on a private or HISD bus; or walks home. An authorized adult is a person whose name and information are included as an emergency contact or in your scholar's enrollment packet. Students may pick up car rider posters from the front office. The posters will be identified with the corresponding color of their homeroom teachers' pod. The poster will include their scholar's and teacher's name. People traveling by bus or walking to pick up their scholars, should also present this sign in order to retrieve their scholar. Everyone you give a sign to must be included in your scholar's enrollment information.

School staff will call students and accompany them to the pick-up area for scholars travelling in private vehicles or for those walking, once the vehicle sign has been verified and matches the student's ID card. Scholars moving in private vehicles are picked up at the entrance of the gym. The cars will enter and leave using the vehicle lane, at the second entrance. Scholars walking will be picked up at the entrance of the school outside the kindergarten area (near the playground). The parent in the car must remain in the vehicle until the student is escorted out of school.

Please call the main office before 1:45 p.m. to inform the school administration if you have an emergency and someone who is not listed in your scholar's information will need to pick up the scholar.

Please do not park in the bus lane from 2:50 p.m. to 3:30 p.m. Parents who need to enter the building must park in the parking lot. Parent meetings will not be held during these times. If you need to schedule a meeting with your scholar's teacher, please leave a written note to the main office.

Late pickup

Please be punctual when picking up your scholar. Contact the main office immediately if you are running late to pick up your scholar.

Students with early departure

A full day of instruction is vital to the education of our students. Therefore, students will not be able to leave school early after 1:45 p.m. Please schedule a medical or dental appointment after school. If a student leaves school prior to regular departure, an authorized adult must sign out at the main office. Before the student is able to be released, the adult will be required to have a driver's license or state-issued ID.

Shadydale Dress Code

*****The Houston Independent School District has suspended uniform policies for the 2020-2021 school year. Shadydale has instead implemented dress protocols. No sleeveless shirts, pants/shorts must not have holes/rips, and closed toed shoes. Students are still allowed to wear the traditional uniform if they choose.**

Shadydale Elementary students should wear the uniform every day. Each grade level has a specific color. On Friday students can wear their favorite college shirt with the khaki or blue pants.

The following information ensures that all Shadydale students are dressed for success.

Uniform shirts by grade level:

Kínder	Dark green
1.	Navy blue
2.	Yellow
3.	Blue
4.	Red
5.	Black

Uniform trousers for boys and girls:

Blue trousers and shorts
Khaki pants and shorts
Jeans – no holes or rips

Girls

1. Khaki or blue shorts, skirts, pants, jumpers and trouser skirts (*skorts*)
2. Jeans without holes or rips
3. School grade color uniform t-shirt, short or long sleeve knit polo shirt
4. Friday: Shadydale School Spirit or College/University T-Shirt
5. Skirts and trouser skirts(*skorts*) must reach the knee
6. Comfortable shoes with a closed toe

Scholars

1. Shorts and khaki or blue trousers
2. Jeans without holes or rips
3. School grade color uniform t-shirt, short or long sleeve knit polo shirt
4. Friday: Shadydale School Spirit or College/University T-Shirt
5. Comfortable shoes with a closed toe

THE following are NOT allowed:

1. Open toe shoes, flip flops, sandals and heels
2. Large or pendant earrings
3. Temporary tattoos
4. Any clothing that shows inappropriate language, images, or topics

Students who do not comply with the Dress Code policy more than 3 times will have a mandatory meeting with parents and the administrator.

Lost and found

The box of lost and found items is located in the main office. Parents should check the box regularly if they have lost items. Students often forget jackets, lunch items, and other items, so it's important that all of your scholar's properties have a label with your name on it.

HISD Student Code of Conduct and Shadydale Student Discipline Policies

Student Code of Conduct

Shadydale Elementary School is committed to the academic success for every student. Students should respect their peers, all school staff members, volunteers and other adults at all times. Students who disrupt the operation of the school, interfere with the rights of others, or damage personal or school property will be held responsible for their behavior.

All parents and students will receive a copy of the HISD Student Code of Conduct, which describes disciplinary offenses and how they are addressed by the school district. The school will ensure safety for all students while maintaining a balance between the individual rights of students and teachers. Parents must sign an acknowledgement of receipt of the Student Code of Conduct.

Shadydale Elementary School policies and procedures

Parents' concerns and their resolution

When you have any concerns about school policy or an employee of it, follow the steps described here to resolve the issue in a productive and positive way.

1. First, contact your scholar's teacher.
2. If the problem persists, contact the principal or assistant principal by calling the main office and scheduling an appointment.

If you have a problem that puts your scholar's safety at risk, call the school immediately and schedule an appointment with the principal. Do not allow the problem to continue.

Emergency contact, change of address or phone number

Each student must keep their contact information up-to-date in the classroom and in the main office. The information should include:

1. The name of the parent or guardian
2. The full address
3. The full contact number
4. The name and number of the emergency contact
5. Name of persons authorized to pick up the scholar

*****Please go to the main office to report any information changes that occur.***

Personal Property

Students may NOT bring any of the following items to school:

1. Large amounts of money
2. Expensive jewels
3. Mobile phones (must remain stored in the student's backpack)
4. Electronic devices (toys, cameras, video games, etc.)

If more money is required than necessary to pay for lunch, parents can send money in a closed envelope with the scholar's name and teacher's name written outside. Teachers can keep money safely. Please do not send any money that is not in a sealed envelope.

Late attendance and arrivals

Parents are responsible for ensuring consistent school attendance and giving importance to punctuality by bringing their scholar at the right time. Losing school days and being late prevents the scholar from accessing all of the lesson objectives. Excessive absences or late arrivals may result in notices of school absenteeism, parent meetings, and home visits by school staff.

Students must not have more than 10 unjustified absences during the school year. Management will intervene if this number is exceeded. If a student is absent from school because of an emergency or illness, please contact the school no later than 9 am.

Upon returning to school, please submit written documentation explaining why your scholar was absent within three (3) school days.

Families can also complete the absence form that will be sent home when their scholar returns to school. If you do not provide a written note or absence form for the next 3 days, the absence will be recorded as unjustified. Families of students who accumulate an excessive number of absences, both justified and unjustified, must meet with the principal. If the school is unable to contact the family of these students, a school manager and other school staff will visit the home address personally. When the student is absent more than 3 consecutive days, a doctor's note will be required. If the student is absent for the death of a family member, a receipt (funeral program or death announcement) must be presented in order to excuse the absence.

Students must be at school by 9:30 a.m. to be considered present for that day. If the student arrives at 8:00 a.m. he or she will be deemed late and **must be escorted to the school office to get a late arrival pass.**

The only acceptable justifications for an absence are:

1. Personal illness
2. Death or illness of a direct family member
3. Quarantine in accordance with CDC guidelines
4. Severe weather conditions that could make travel dangerous
5. Unusual emergencies or circumstances recognized by the principal or designated person
6. Participation in school activities with permission of the principal

In accordance with the Texas Compulsory School Assistance Act (TEC. Sec.25.095), if a student has three unjustified absences, the parent must be notified in writing. This written note in unjustified absence should inform the parent that:

1. You have an obligation to oversee your scholar's attendance and ensure he attends school.
2. It is subject to prosecution according to TEC code 25.093.
3. You must meet with the school caregiver to discuss absences.

Every week and month, Shadydale will reward students and parents with excellent attendance. Students and parents will also be rewarded at the end of the school year.

Vaccines, disease and medication

Houston ISD complies with the state of Texas vaccination laws. By law, a student who does not have their vaccinations up to date will not be able to enroll in school. If the student is already scheduled for vaccination dates, they can enroll in HISD provisionally for 30 days.

The student who becomes ill or injured at school will be sent to the infirmary. Students with a fever of 100.4 or more, vomiting, diarrhea or rashes will not be able to return to school until they are well or authorized by a doctor. Students should not have a fever for 24 hours without medication before returning to school. Students who contract infectious diseases (such as conjunctivitis, chickenpox, lice, ringworm, etc.) will be sent home and will not return until they are cured.

The nurse or school staff will immediately give first aid to any student who suffers a serious injury or illness. Parents will be contacted about this injury or illness.

Parents will transport their scholar to a medical center unless the scholar's conditions require immediate transportation. In this case, school staff will call Medical Emergency Services (EMS) or an ambulance for transportation. Nurse will ask parents to complete a health inventory to learn about the scholar's important health problems, such as severe allergies or breathing problems.

Any student who needs medication, including over-the-counter (OTC), during school hours must provide an authorization from their current physician at the infirmary. **Don't give your scholar medicine to be taken at school.** This includes cough candies. Only nurse and designated staff will administer medication to students. If you want a drug administration form, request it in the infirmary. **Students must have their contact and emergency number updated at all times.**

Breakfast and lunch

Breakfast and lunch are FREE for all students, but all parents need to complete an application. Breakfast is served in the classroom from 7:30 to 8:00 a.m.

Students can bring their own lunch, however, please ensure that your scholar is able to open all containers without assistance. Neither parents nor the student can share food with other students.

Homework tasks

Students will receive homework assignments, a daily merit sheet, a weekly news bulletin, and school communications. Homework tasks are mandated to encourage independent study, establish good work habits, and strengthen the skills of basic subjects. **Homework is regularly assigned Monday through Thursday.** It is the responsibility of each student to complete homework and meet deadlines.

The student receives a merit sheet each day. This sheet helps teachers maintain communication with parents. **Please be sure to sign your scholar's merit sheet every night.** All students should read or be read to for at least 15 minutes each night. If you have any questions about homework, contact your scholar's teacher directly.

Report Cards and Progress Reports

Report cards are sent home every 6 weeks. They are an official part of the student's academic transcription and provide information about the student's social and academic skills. The progress report is sent home every 3 weeks.

School safety

Visitors

All visitors must present an official or state ID to receive a pass to visit the school. Visitors must sign at the main office before leaving school.

Drills

Monthly drills will be conducted in accordance with state law to perform procedures in case of fire, disasters or intruders in the building.

School property security

Shadydale fervently encourages all neighbors and friends to report to the HISD Police Department at **713-892-7777**, any unusual or suspicious activity after school hours. HISD police officers are properly armed and patrol overnight and on the weekends. Please help us maintain safety at our school and property so that our scholars can continue to enjoy a healthy and safe school.

Meetings with teacher and principal

During this school year, all schools are having to limit visitors. Shall you need a face to face meeting with either your students' teacher and/or the principal, you must make an appointment with the main office. When making the appointment, please provide multiple days and times in which you are available. This information will be passed to the necessary party and you will receive a confirmation of the day and time of the appointment. Include in your message, a brief description of the nature of your meeting request so that the school will be able to gather the item(s)/documentation needed for a seamless meeting.

If you need a meeting for an urgent concern, please inform the main office when you call and they will direct you to an administrator at that time.

Contact the school immediately to discuss any issues that may jeopardize your scholar's safety.

Lunchtime visits

Lunchtime visits will not be allowed this year due to COVID-19. We must limit visitors on campus to maximize the opportunity for social distancing and reduce the opportunity to spread this virus.

Communication

Communication between parents and Shadydale Elementary School is a very important link to student success. Several modes of communication are used to keep parents up to date. Weekly and monthly calendars will be sent every Wednesday. A copy of all written notices will be available at the main office and on the www.houstonisd.org/shadydale website. For mobile text messages, the school messaging system, *School Messenger*, will be used. You may also sign up for the school's Class Dojo account. You will receive an invitation from your scholars' teacher. Important events and dates will be posted on the marquee. It is important to keep your phone numbers up to date.

Parents will also receive a daily merit sheet that will inform of their scholar's academic progress and discipline. Read this report every day, sign it and return it into your scholar's backpack. You can write questions and concerns on this sheet.

Field Trips

Field trips are scheduled during the school year to support classroom activities. These tours are designed to complement different aspects of the classroom curriculum to put students in touch with community resources. Teachers will send home field trip permission slips for each field trip scheduled during the year. This sheet has to be signed and returned to the teacher. Students cannot participate without written authorization on the appropriate travel authorization sheet. Students participating in the tour must behave correctly.

Parents who act as escorts are not allowed to bring other scholars. Parents may be asked if they can assist and supervise students during excursions, but for this ****parents must be certified as VIPS to attend**. Students who participate in the tour with their class must return to school with the same

group. **Parents will not be able to pick up their scholars from the tour site.**

Custody and visit of the scholar

Issues related to custody and visits of minors and parental rights, privileges, duties and powers

When a new student enrolls in an HISD school, the principal or his/her designee ensures that the enrollee is authorized to do so. HISD complies with the law established for the state of Texas.

Rights, privileges, duties, and powers of the curator as of April 20, 1995, Texas Family Code No. 153,071

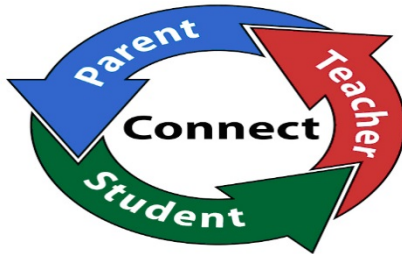
If both parents are designated as curators of a scholar, the court shall specify the rights and duties of each parent to be exercised (1) by each parent **independently**, (2) by joint **arrangement** of the parents and/or parties to the proceeding, and (3) **exclusively** by one parent. These rights must be specified in the court order. A court may only limit the rights and duties of a parent designated as a conservator after making a written finding that such limitation is best for the scholar.

Unless limited by a court order, both parents have the following rights, at all times:

- ◆ receive information from the other parent about the health, education, and well-being of the scholar;
- ◆ consult with the other parent as much as possible before making a decision on the health, education and well-being of the scholar;
- ◆ access to the scholar's medical, dental, psychological and educational records;
- ◆ to see a doctor, dentist or psychologist of your scholar;
- ◆ consult with school officials on the scholar's welfare and educational status, including school activities;
- ◆ attending school activities;
- ◆ be designated in the scholar's records as a person to be notified in case of emergency;
- ◆ consent to medical, dental and surgical treatment during an emergency that poses an immediate danger to the health and safety of the scholar; And

- ◆ manage the scholar's estate to the extent that the estate has been created by the parent's father or family.

Parent involvement



How to participate in your scholar's school

Parental involvement has a direct impact on increasing student achievement. We need you to get involved in your scholar's education. Be a guest reader, talk about your work on *Community Helpers Day*, help with classroom events, be an escort on excursions, read the school bulletin, visit your scholar's classroom during scheduled activities, and meet your scholar's teachers.

Parent-community involvement has a powerful effect on the academic success of Shadydale Elementary students. Studies show that students benefit when parents, schools, and community members work by collaborating with each other. As a parent, there are many ways to get involved in your scholar's education. The following pages describe the opportunities Shadydale offers.

Volunteers in Public Schools (VIPS)

VIPS is made up of HISD volunteers. Parents and community partners are encouraged to volunteer in the various areas around the school, including the cafeteria, recess and designated to drop off and pick up scholars. VIPS serves all economic, ethnic and educational environments and is formed by adults and scholars of solidarity who teach students, help teachers in classrooms, provide enrichment time, work in the library, nursing, office or cafeteria.

How to get VIPS approval

All volunteers must register online or at their school and pass an annual criminal background check before they can volunteer.

If you want to get VIPS approval follow these steps:

Step 1:	Register online at www.houstonisd.org . On the main web page, click on the "Community" section <i>Community</i> and click "Volunteer in Public Schools".
Step 2:	Once registered, go in person to the main office and show proof of identification.
Step 3:	Information about your identification will be included in our database to be processed by each school's Volunteer Coordinator.
Step 4:	Criminal background checks may take 2 to 3 weeks to complete.
Step 5:	Once you are AUTHORIZED to volunteer, you will be eligible to volunteer at all HISDs.

What type of identification does VIPS accept?

- Licencia de Conducir de Texas
- Pasaporte oficial
- Tarjeta de Identificación de Texas
- U.S. Military Identification
- Driver's license (issued by any U.S. state)
- Consular registration
- ID card (issued by any U.S. state)
- *Resident Alien Card*)

For more information on volunteering at Shadydale, please contact ***the wraparound specialist.***