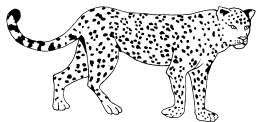


2017-2018



SCHOOL COLORS:
BLACK, BLUE, & WHITE
SCHOOL MASCOT:
SNOW LEOPARD

SWENKE ELEMENTARY SCHOOL

22400 Fairfield Place Drive, Cypress, TX 77433

Phone: 281-213-1200 FAX: 281-213-1210

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

Please keep this information page where you can access it all

School Hours:

8:05 a.m. - 3:20 p.m.

AM PPCD/Pre-K 8:05 am - 11:15 pm

PM PPCD 12:15 pm - 3:20 pm

WHO CAN HELP YOU? 281-213-

Homeroom Teacher - First Contact

Petra Skopal - Counselor (1205)

Colleen Keiser - Counselor (1095)

Amanda Tayebi- Diagnostician (1215)

Angie Arnett - School Librarian (1089)

Sonia Calvo - Cafeteria Manager (1088)

Amber Bradley - Nurse (1211)

Lauren Ebert - Admin Secretary (1206)

Missy Bishop - Attendance Secretary (1207)

Shelly DeLoach - School Secretary (1201)

Katie Ford - Instr Spec Math (1213)

Lindsay McConnell - Instr Spec R/LA (1093)

Sarah Millerhouse - Assistant Principal (LS, PPCD, Pre-K, K, 2, 4) (1203)

Michelle Lloyd - Assistant Principal (LS, PPCD, 1, 3, 5) (1204)

Elizabeth Miller - Principal (1201)

Swenke opens our doors at 7:45 am each morning to begin greeting our students. The school day begins at 8:05 am and we highly encourage parents to make sure their child arrives with ample time to unpack and get settled. Students arriving at 8:06 are considered tardy and are required to be signed in by an adult.

If you need to pick up your child early, please send a note to your child's homeroom teacher that states pick up time and the reason. Additionally, anyone picking up a child must show their driver's license.

We will celebrate your child's attendance by rewarding a spirit stick each 9 weeks for perfect attendance (this includes no more than 3 tardies or early releases)! We love having our students here all day every day!

SCHOOL VISITATIONS

We welcome your visits to Swenke! For the safety and security of your 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 nametag for your visit which includes the area in which you are to visit.

Cafeteria Visits: To eat lunch with your child, please follow the procedure above. Anyone besides the parents wishing to eat lunch with a child must be accompanied by the parent or have a note from the parent giving them permission to eat with the child. This includes siblings and grandparents, etc. You may bring lunch for and eat with your child only.

Classroom Visits: Appointments are required and must be set up with the assistant principal. Visits are limited to 20 minutes. Parents or legal guardians may observe. The principal must approve any other persons observing. (See District Student Handbook)

Parties: Only parents or legal guardians may attend class parties. All other visitors must be accompanied by a parent or legal guardian. Preschool children may attend with parents, but school aged children are not permitted to attend.

Playground: For safety reasons, visitors will not be allowed on the playground during the school day.

ARRIVAL AND DEPARTURES

ARRIVAL: Your student is welcome to enter school starting at 7:45. Please do not drop off your student any earlier as there is no adult supervision and parents will be called to return.

DEPARTURE: To ensure that our students get home the correct way we ask that no transportation changes be made after **2:30 p.m.**

BUS RIDERS: A student may not ride the bus other than their assigned bus except in emergency situations approved by the campus. Reasons for a bus change DO NOT INCLUDE scouts, sports activities, visiting a friend, birthday parties or anything for which it is the parent's responsibility to provide transportation. 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 a caretaker is not available, the child will be brought back to the school and the parent will be called to pick up the child from school.

CAR RIDERS: Please refer to the car rider information handed out at the beginning of the year.

WALKERS & BIKE RIDERS: Walkers enter on the sidewalks on the south side of the building. For their safety, walkers should stay on the sidewalks until they arrive at the door and never cross through the parking lot. Student's riding their bikes are asked to dismount once they are on the school sidewalks and then walk their bikes to and from the bike rack on either side of the building.

TRANSPORTATION CHANGES: If a child's end of day transportation changes, the parent/guardian must send a note with the date, necessary changes and parent/guardian signature. If a note is not received, the usual method of transportation must be followed. For safety purposes, E-MAILED NOTES AND PHONE CALLS WILL NOT BE ACCEPTED. In the event of an emergency, please contact your child's Assistant Principal.

MOTORIZED VEHICLES: Golf carts, motorized scooters, four wheelers, etc. are **not allowed on school property**. If the ATV is properly licensed for street use then they must follow car rider procedures.

CHANGE OF ADDRESS

Please keep address and phone numbers up to date in the school office at all times. You may notify us of a change in information by sending a note with your child or calling the front office. In case of emergency, it is vital that we are able to contact you. If moving, please contact Missy Bishop, registrar at 1207.

WHERE TO GET INFORMATION?

Swenke's Website –
<http://schools.cfsd.net>

For up-to-date information, please read the **Swenke Paw Print** which is updated each Friday on the Swenke Newsletter page at <http://swenke.cfsd.net/en/news/newsletters/>

Sign up for SchoolMessenger at
http://www.cfsd.net/download_file/view/5975/5462

BIRTHDAYS

We can't wait to honor your child's birthday! Each morning, our birthday student's help with the announcements, introduce themselves over the loudspeaker, and receive a special birthday treat!

If you would like, you may purchase cookies for your child's class from the cafeteria one month prior. Contact Ms. Calvo, Cafeteria manager, for details.

Balloons and flowers may not be brought or delivered to school for your student.

Unfortunately due to imposed health regulations, you will not be permitted to bring cakes, cupcakes, favors, etc. for birthdays or other special occasions.

Parents may choose to acknowledge their child's birthday by joining the Swenke Birthday Book Club. Contact Mrs. Arnett, school librarian, for more

Party invitations may be dispersed at school if parents send enough invitations for all boys, all girls, or the entire class. Teachers will not be able to deliver invitations to students in other classes.

Elementary School ID Badges

Each student will receive two (2) photo ID badges at the beginning of the school year at no cost. The badges and the unique student number will be used to account for students utilizing transportation services, checking out library books and purchasing food items from the cafeteria. One of the badges will be attached to backpack and will be scanned each day as the student boards and exits the bus. Go to: <http://www.cfsd.net/en/parents-students/transportation/student-id-program-zonar/> to find out how to track your student on the bus. The second ID will be kept at school by your child's homeroom teacher. Students must have the ID badge in their possession each day. If a student loses the ID, a replacement must be promptly purchased from Missy Bishop. Students unable to pay immediately will have the replacement cost(s) placed on the fees and fines list for later payment.

Replacement costs are as follows:

Plastic ID \$3.00

Lanyard \$1.00

Plastic Sleeve \$1.00

Master Schedule

	Specials/Planning	Lunch/Recess
2nd	8:10-9:05	1:20-2:20
1st	9:05-10:00	12:20-1:20
K	10:00-10:55	12:50-1:50
Specials	10:55-12:20	lunch/planning
3rd	12:20-1:15	11:20-12:20
4th	1:15-2:10	10:50-11:50
5th	2:10-3:05	11:50-12:50

FORGOTTEN ITEMS

If you are dropping off forgotten items (including school work), lunch or glasses, you may leave them at the front desk. Work will be delivered to the teacher's box.

LOST & FOUND

Please label your child's jackets, lunch kits, water bottles etc.; they will be returned if found. Otherwise, lost & found items are donated at the end of each month.

CAFETERIA

Meal Prices: Student: Breakfast \$1.00 / Lunch \$2.25

Adult: Lunch \$3.50

Cafeteria Manager - Sonia Calvo - 281-213-1088

All parents are encouraged to set up an account!

Dress Code

Students must have athletic shoes to participate in PE. Shoes with heels, wheels, or cleats are not permitted.

For more information on our dress code please visit our webpage @ <http://swenke.cfsd.net>

MEDICATION POLICY

***All medicine**, prescription and over the counter, including cough drops, must be brought to the clinic in the original container by the parent/guardian or responsible adult.

*Non-prescription medications will be given to students when necessary only upon receiving a written request with specific instructions from the parent/guardian.

*Prescription medication must be in the original container properly labeled with the child's name, name of medication and directions for time and dosage. Medication must be prescribed by a medical professional licensed to practice in the state of Texas.

*When the period for administering the medication has expired, the parent or other adult must retrieve the medication from school as **students may not transport medicine to or from school**. Medicine not picked up by noon on the last day of school will be sent to the district office to be disposed of.

PTO/VOLUNTEERS

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

Please go to the PTO website for additional information www.swenkepto.org.

EMERGENCY SCHOOL CLOSINGS

Listen to TV Channels 2, 11, 13, or 26
FM Radio Stations 97.9, 95.7, 100.3 93.0, 102.9,
99.1, 107.9
AM Radio Stations 101, 740, 940