



**Edgewood Elementary  
8757 Kempwood Drive  
Houston, Texas 77080**



Jessica Tejada, Principal

Barbara Dunn, Assistant Principal

Dear Parents,

August 8, 2017

Let me begin by expressing my sincere honor to serve as your principal this year. I have heard wonderful things about the students, parents, and community. I look forward to meeting each one of you and working closely to make sure our students are prepared for their future career or college of their choice. **Our focus will be on high academic standards, positive school culture, parental, and community partnership to provide our students with choices for their future.** I believe that if we focus on both high academic standards and social-emotional learning, it will provide our students with the necessary skills to be productive members of society. On behalf of the faculty, staff, and administration, I welcome you to the 2017-2018 school year. We are pleased that you are a part of the Edgewood Elementary community, and we look forward to your involvement and support in making this a successful year.

This year our school will start at **7:20 AM** and the tardy bell will ring at **7:25 AM**. Our doors will still open at **7:00 AM**. Our dismissal time remains the same at **2:30 PM**. In this envelope you will find the **August and September calendars, current school supply list, acceptable uniform, a flyer with our Meet the Teacher and Open House dates.**

As the principal for Edgewood, I am proud of the positive culture and focus on math, reading and writing on our campus. In order to continue to grow we ask for your support with the following:

- Bring your **child to school on time each day.**
- **Communicate** openly with your child's teacher.
- Review your child's **homework** assignments for completion.
- Provide time for your child to **read 20-40 minutes each day**; including weekends.
- Ensure adequate **nightly sleep.**

With your collaboration, the teacher, the school and your child's effort, we will help him/her meet their academic goals. As a parent/guardian, you are the single most integral part in your child's education. I invite you to visit Edgewood Elementary and become active in our parent programs and our PTA.

**Student's first day of school is August 21, 2017. Doors open at 7:00 AM. School begins promptly at 7:20 AM. Students are tardy at 7:25 AM, and at this time parents will need to enter the building to sign in the child.**

Please review the EWE routines and procedures below:

### **Morning Drop Off**

- Please use the drive way as a one-way lane. This will allow students to be dropped off as quickly and as safely as possible, thereby allowing all students to get breakfast (7:00 – 7:20) and get to class on time.
- Having one-way traffic for the parking area is for the purpose of safety. This better allows all to watch for children, adults, and other cars. A less chaotic, more controlled procedure protects all.
- Please assist us in only turning right as you exit the parking lot. Though you may have to do a U-turn, this simply act keeps the traffic from backing up, thereby ensuring all students are dropped off in a timely manner. Again, we want all of our students to have the opportunity to eat breakfast and to get to class on time. Your diligence in following this request is greatly appreciated!

### **All Visitors are required to sign at the front office.**

- We are excited to announce our new V-Soft security system. This system will allow us to issue you a visitor's pass. You will need to bring a driver's license or ID when visiting the school. For security reasons we ask that you refrain from going directly to a classroom or the cafeteria unless you have been properly checked in and have been issued a visitor's pass.

### **Breakfast**

- Breakfast is served from 7:00 – 7:20 for all students except PreKINDER. PreKINDER students eat breakfast with their classes at 7:25.
- We will allow 10 volunteer parents (5 for general breakfast and 5 for PreKINDER) to help with breakfast each day. These volunteers must: check in at the office and receive a badge (first come, first served), assist ALL students, help wipe tables, and facilitate student movement. This is not a time for breakfast with your child.
- Our goal is for every child to begin the day with a healthy breakfast.
- All students (except for PreKINDER) must be finished with breakfast and in class by 7:20.

### **Dismissal**

- Maintaining one-way of travel is a must and necessary for a safe dismissal process. This will allow students to be picked up as quickly and as safely as possible.
- Please be sure you have your card with your child's number on it when you come to pick up your child. This expedites the process and gets your child to you faster.
- Students in 3<sup>rd</sup>, 4<sup>th</sup>, or 5<sup>th</sup> grade may walk or ride their bikes if we have a note on record from you stating that you authorize this. A crossing guard or school personnel will escort your child across the street at dismissal.
- Remember that school ends at 2:30. You are considered late if you pick up your child after 2:45. Our staff has other obligations including trainings and meetings and is not available to provide supervision after this time.

### **Homework**

Please review your child's homework with him nightly, and please make sure your child is reading and practicing math facts every day!

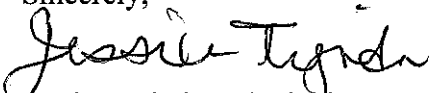
### **Parent Meetings**

Please plan to attend Meet the Principal and Meet the Teacher on Wednesday, August 16th from 3:00 – 4:30. This will give you an opportunity to meet your child's teacher and see their classroom. Also, plan to attend Open House on September 12 for PreKINDER-2<sup>nd</sup> and September 13 for 3<sup>rd</sup> – 5<sup>th</sup>. We will begin at 4:30 in the school cafeteria as we share information about our school, then from 5:00 – 6:00 you will be in the teacher's classroom. Each teacher will discuss campus and classroom procedures and expectations.

We will continue to send information home in your child's Tuesday folder. Be on the lookout for important information regarding campus events, PTA, parent involvement opportunities and academics. You can also check out district and campus happenings at [www.springbranchisd.com](http://www.springbranchisd.com).

Our entire school team looks forward to partnering with you this year to help your child be successful.

Sincerely,



Jessica Tejada, Principal  
Edgewood Elementary