

Halpin Early Childhood Center



Parent Handbook

10901 Sandpiper Dr. Houston, TX 77096
713/778-6720

Halpin Early Childhood Center



Dear Families:

Welcome! The faculty and staff of Halpin Early Childhood Center look forward to working with you and your child. I am looking forward to partnering with you and the teachers to provide quality instruction and a safe learning environment. I recognize the importance of a strong home-school connection. Parents are children's first teacher and I believe that by working together, we can make sure your child's social, emotional, and academic needs are met.

Thank you for the opportunity to serve your families as the principal of Halpin. Please do not hesitate to reach out to me if you have any questions, concerns, or ideas you would like to share.

If you need any assistance, please feel free to contact me at 713-778-6720 and clathan@houstonisd.org.

Constance Lathan, Principal

Halpin Website: <https://www.houstonisd.org/halpinecc>

Halpin Early Childhood Center



Mission Statement

Where **HUM**mingbirds Learn to Lead!

Vision

Helping children to read, process and apply learning.

Understanding that students come first.

Making a difference in every student's life.

Motivating families and the community.



Information

Office Hours: 7:15 am to 4:00 pm

School Hours: 7:30 am -2:50 pm

Monday – Friday

Breakfast: 7:30 a.m.

Arrival and Dismissal

- **Pick-up and drop off** your child on the **Sandpiper** side of the school in the **carpool lane** only.
- **The side entrance (Bankside) of Halpin ECC is for HISD BUS/VAN DROP-OFF ONLY.** We need your cooperation to keep our students safe. **Parents should not park in the side parking lot (Bankside) during arrival and dismissal unless designated to do so.**
- **Bus rider changes must be submitted to the office in writing.**
- Parents are responsible for **notifying the bus company and office** when a student is not riding the bus.
- Students may arrive as early as 7:15am but not before that time. Parents are responsible for ensuring their child is dropped off between 7:15 and 7:30am.
- **All students are dropped off in the front foyer until the 7:30 am bell rings.**

Integrity of the School Day

- **School starts at 7:30 am.** Please make sure your child arrives on time.
- Parents are not allowed to walk students to the classrooms. Students will be escorted by a Halpin staff member.
- **Car tags** – Each family will be issued 3 car tags. The tags are to be placed on the **rear-view mirror** for staff members to see during dismissal. **Students will not be placed in cars without a car tag.** Do not remove the tag until your child is in the car. If you do not have a car tag, you must come to the office with your I.D. to be approved for pick-up (parents included).
- Parents walking up to pick up their children **must also have a car tag.**
- Parents or guardians without car tags will be asked to report to the office for proper identification. We will direct you to come to the front entrance with ID to receive a car tag.
- Students are not allowed to leave the building without a parent or guardian.
- **Children under 18 years of age are not allowed to pick up students.**
- **No Cell Phone Zone-** The carpool lane is a **no cell phone zone.** ***Please refrain from talking on the phone while in the carpool lane to ensure safety for the students and staff.*** This is a state law and HISD Police patrols the area.
- **Loud Music-** Please refrain from playing loud music during arrival and dismissal. We are unable to hear students or parents.
- **Role Models-** Appropriate attire is required always when visiting the campus. Tank tops, short shorts, halters, pajamas, and clothing/accessories containing profanity are not appropriate school attire. **Please be a role model for our students.**

Attendance A student may have 3-5 unexcused absences during the school year.

- **Excessive absences, 4 or more will result in an administrative conference,** which may leave your enrollment space accessible to another deserving student.
- Having excessive absences will result in an **attendance contract.**

- **Attendance is taken daily at 9:30 a.m. If a student is not in school at 9:30 am, he/she is counted absent.**

Absences

- A dated written note/excuse must be sent to the teacher within 3 days after the student returns to school after an absence. You may stop by the front office and fill out an absentee form.
- The following lists of circumstances are the only recognized excuses for school absence: **personal illness, family illness, death in the family, religious holiday, and inclement weather.**
- **A referral will be made to the Attendance Officer after a student has accumulated three unexcused absences. The officer will come to your home.**

Tardies

- School starts promptly at **7:30 am.**
- Students arriving after **7:35 am** are considered late and must report to the office.
- Parents must escort late arriving students to the front office and sign them in.
Excessive tardies will require a conference with administration.

Early Departures

- Dismissal is a critical time of the day; all staff are busy following safety procedures. **We are unable to remove students from class after 2:00pm.** Parents will be asked to wait until students are dismissed.
- Excessive early pick-up by parents will require a conference with administration.
- **Written permission** by the parent/guardian on the enrollment card is needed to have a student released to someone else.
- A student may be released during school hours only to the parent, guardian or persons designated on the enrollment card.
- **Everyone is required to present identification to the school office.**
- **Students are not allowed to walk home alone.**
- When possible, please schedule all medical and dental appointments after school hours. **Please send a note to your child's teacher the morning of the appointment.**

Mandatory Student Dress Code

Girls:

- **Khaki** skirts, shorts, pants, jumpers and skorts
- **Navy blue, red or white** long/short sleeve polo knit shirt
- Halpin ECC t-shirts

Boys:

- Khaki shorts, pants
- Navy blue, red or white long long/short sleeve polo knit shirt
- Halpin ECC t-shirt s

Please refrain from sending students to school with the following:

- Large or dangling earrings
- Sandals – safety concern

Potty Policy

- **Students should be potty trained** by the time they enter prekindergarten.
- Students should practice appropriate toileting hygiene at home.

- **Parents must send a change of clothing** in a large zip lock baggie to be placed in the child's backpack.
- Let the student know that accidents happen, and everything is going to be fine. We never want our students to feel that they have done anything wrong when they have an accident.
- If the child does not have a change of clothing, the nurse or office staff will contact the parents to bring the child a change of clothes.

Rest Time (Prekindergarten Only)

- Rest time is only 20-30 minutes.
- Mats are supplied by the school.
- **Please do not send blankets and towels.**

Breakfast, Lunch and Snacks

- All enrolling Halpin students must have a completed lunch application/survey on file.
- **Do not send soda, candy, fast food meals or non-nutritious snacks to school.**
- **Nutritional Guidelines do not permit outside vendor's food on campus for lunch (McDonald's, Popeye's, Shipley's, Burger King, Jack in the Box etc.).**

Curriculum

- Hands-on, multisensory activities
- Texas State Prekindergarten Guidelines
- Saavas Adopted System (Prekindergarten)
- Go Math (Kindergarten)
- Reading Street (Kindergarten)
- **Check your child's folder daily** to keep abreast on classroom activities and objectives.

Halpin ECC provides students with a foundation in:

- Effective oral language
- Reading readiness
- Problem solving
- Social emotional skills
- **STEAM** (Science, Technology, Engineering, Art, Math) aligned Instruction

Communication

- Parents are encouraged to communicate regularly with their child's teacher.
- Email and phone conferences are the most effective methods of communication when it is not urgent that the parent communicate with the teacher on the same day.
- The best way to give your child's teacher same day information is through a note sent to the teacher with the child in an envelope and placed in the take home folder.
- Sign up with **Class Dojo** with your child's teachers. We will send notes from the teacher and school via Class Dojo. This is also an effective way to communicate with your child's teacher.
- **School Messenger** is our school call out for emergencies and other events that happen at Halpin ECC.

Classroom Observations

- 15 minutes per visit. You must schedule observation with administration.
- Teachers are not able to conference with you during your visit.
- **Siblings are not allowed** during classroom observations.

- All visitors to the building must report immediately to the **main office for a visitor's pass**.

Student Progress Notes

- **Report cards** are sent home every 6 weeks for all students.

Parent-Teacher Conferences

- Arrangements can be made for parent conferences with individual teachers and/or administrators.
- Parents are urged to contact the school whenever the need arises. Please arrange for an appointment.
- Appointments may be made during a teacher's non-instructional/conference time. Contact the teacher or call the office for an appointment **(713-778-6720)**.
- Conferences may occur in person or virtually.

HISD Promotion Standards

- **Students are not retained in Prekindergarten and Kindergarten.**
- **Assistance:** As soon as student performance indicates the student is falling below grade level, the teacher and administration will implement RTI (Response to Intervention) to help the student improve. This will include small group instruction and intervention.

Homework Policy

Our policy for Halpin ECC focuses on activities that are interactive, fun, and relevant to the real world. All students will receive a Take-Home folder. Teachers may use their creative expertise regarding homework. Homework may consist of the following activities:

- Interactive Calendar of Activities
- Parent/student projects related to the instructional themes
- Weekly/monthly public library visit for specific books
- Developmentally appropriate worksheets aligned to current Prekindergarten or Kindergarten objectives
- Homework is not graded (teachers checks for completion)
- Workbook pages (Kindergarten)
- **Take-Home folder** will contain homework, conduct notes, and school notifications.
- Learning platforms for the iPad such as MyOn and Imagine Learning.

Parent Involvement

- You are encouraged to get involved in school activities.
- Parents must complete a **Volunteer in Public School (VIPS)** form to volunteer at school.
- Revealing attire is not appropriate for the school environment.
- Appropriate clothing attire is required always when visiting the campus. Please be a role model for our students.

Procedures for Parent Concerns

- Contact your child's teacher.
- If that does not resolve the issue, contact the principal or administration.
- A suggestion box is in the front foyer for your convenience. Please let us know your concerns.

Parent Volunteer Guidelines

- All parents must be registered as volunteers using the **VIPS registration form**. You will be provided forms at the beginning of the school year.
- Teachers will assign designated times and specific activities for volunteers.
- Volunteers **must not** discipline students.

- Volunteers must understand confidentiality and not discuss another students' progress.
- Volunteers should address the classroom teacher or administration if there are any concerns.
- **Volunteers may serve in the following areas:**
Library *Cafeteria*PTO/PAC*Classrooms*Room Parent*Special Events*Field Day*Class Projects*Landscaping*Field Trips*

Discipline Student Conduct

Disciplining of a student is the responsibility of the parent.

- Parents will receive a copy of HISD's **Code of Student Conduct**, which describes disciplinary offenses and how the school district handles them.
- **Parents and students must sign and return the acknowledgement page.**
- Parents are responsible for ensuring that their children adhere to the rules and conventions of proper behavior while at school.
- Parents will be contacted about disruptive behavior.
- HISD has an official policy of "zero tolerance" for student behavior that could disrupt instruction or pose safety hazards on HISD property and at school-related events. Such behavior includes the possession of weapons, drugs, or alcohol. The *Code of Student Conduct* is also available online (**see Student Requirements under "Parent Information" at www.houstonisd.org**).
- Behavior contracts will be issued by the teacher as needed for students not following Halpin's Social Skills. The teacher, administration and parents will meet to discuss the behavior contract and modifications.

School Rules

School-wide Discipline Program: Project CLASS/Social Skills Students begin each day reviewing social skills.

1. Follow Instructions
2. Pay Attention
3. Get Teacher's Attention
4. Ask Permission
5. Accept "No"
6. Accept Feedback

Cafeteria Rules

- **Fast food, soda and candy are not allowed.**
- Use good table manners.
- **Children may not share food.**
- Halpin promotes healthy eating habits. **We discourage fast food items in the cafeteria such as McDonald's, Popeye's, Burger King, etc. This is in accordance with FFA (Local) Board Policy.**

School Sponsored Events and Field Trips

School sponsored field trips require one or more chaperones per classroom to ensure the safety of our students. Field trips are for **Halpin students only.**

- Parents must complete a VIPS form several months prior to the date of the trip.
- Parents are asked **not bring siblings** on field trips. The focus should be on Halpin students if you are volunteering to assist.

- School age children are not allowed to attend programs, parties, Field Day, etc. during the school day.

Class Parties and School Events

- Class parties and school events during the school day are for **Halpin students only**. **Our two celebrations are winter (December) and end of the year (May).** School age children are not allowed to attend these events.
- **Siblings are not allowed in classrooms** for some events due to space and safety concerns.
- **School-age students are not allowed on Halpin's campus during the regular school day.**
- **Family Night events are for the entire family!**

Shared Decision-Making Committee

Halpin Early Childhood Center is governed by a board made up of the principal, teachers, non-instructional personnel, community members and parents. This committee, called the Shared Decision-Making Committee (SDMC), is the governing body of the school. Every year, there are two spaces on the SDMC reserved only for parents of Halpin students. There will be an election at the first PTO meeting to nominate parents to serve on the committee. Parents can also address the SDMC to resolve concerns pertaining to Halpin Early Childhood Center. SDMC Agenda Request Forms are available in the office.

Lost and Found

- Please **label your child's name** in jackets, coats, lunch kits, backpacks, etc.
- Lost and found chest is located near the front office.

Nurse/Clinic

- Students who become ill at school are sent to the clinic.
- The nurse can administer **only medications for which parents have provided appropriate documentation.**
See the nurse to provide required documentation for medication that your child needs to take at school.
- Students with fever, vomiting or a contagious condition will be sent home.
- Parents will always be notified in the case of serious illness or injury.
- For other circumstances, parents will receive notification of visit to the clinic via a phone call from the nurse and teacher.

Campus Security Plan

To ensure the safety of all students and staff members, the following procedures are in effect:

- **All visitors, including parents, must report to the office to sign-in.** A **driver's license** must be provided for identification purposes. Visitors will be given a badge to wear while visiting and must return it to the office and sign-out before leaving the building.
- All students will be **dismissed at 2:50 pm** each day and must be picked up promptly!
- **Front entrance (Sandpiper)** is the designated area for carpool drop-off and pick-up.

Registration Requirements

- Every school district requires identification of each student as a condition of enrollment, which must be under a student's legal name as shown on that student's birth certificate or another legal document.

- **Required documents** include a child's birth certificate or other proof of age and identity, proof of your identity and residential address (driver's license and utility bill), and a record of your child's current immunizations signed by a doctor.
- **The parent or legal guardian must provide documentation** of the student's identity, age, and residence and a copy of the student's records within 30 days of enrollment (or 90 days if the student was born outside the U.S.). If the student does not have a Social Security number, HISD will assign a Public Education Information Management System (PEIMS) number.
- **Student enrollment will not be denied solely because of failure to meet the documentation requirements. Enrollment is provisional, however, pending receipt of the required documentation and verification of eligibility.**
- **A parent or legal guardian who resides with relatives or friends within HISD and who wishes to send a child to an HISD school must submit a statement of residence. The parent or guardian must complete the statement at the zoned school.**
- Photo identification
- Letter from the official resident of the address at which the applicant is living, stating how long the applicant has lived at that address
- Name of the school the student attended most recently
- A copy of the official resident's most recent bill for electricity, gas, or water
- If the residence is an apartment, a valid lease giving the name of the official resident.

Enrollment Cards

- For the school to handle emergencies, you must fill out an enrollment card at the time of enrollment.
- **If your address, telephone, name, or other information changes during the year, please notify the office as soon as possible.** We must have an emergency phone number. Enrollment cards will not be accepted without a phone number.
- Make sure **anyone eligible to pick-up** your child must be noted on the **Emergency Pick-Up** form.
- **Let the office know immediately if your phone number or address changes.**

Emergency Information

- **Closing of Schools:** The Superintendent of Schools may close schools because of inclement weather or emergencies (flooding, icy roads, power failures, etc.).
- HISD announces such closings on radio, internet, Twitter, School Messenger, and television as soon as a decision is made.
- Parents will also be contacted by the Connect Ed District Wide telephone program regarding any changes due to unforeseen circumstances.

School Safety Plan

- **Drills:** Monthly drill conducted as required by state law to practice emergency procedures.
- **School Property:** We rely on our school family and neighbors to report to the **HISD Police Department (713-892-7777)** any unusual or suspicious activity after school hours.

Media Release

- The school sends home a **Media Release form** that parents must sign for Halpin to post activities of the school throughout the year.

- Failure to return the form within 10 school days from the date of distribution **will constitute approval of the above rights.**

Newsletters

- Newsletter is sent home monthly.
- It includes school news, activities, and notices.

Withdrawal Procedures

- Advance notification is needed to complete withdrawal forms.
- Please inform the school of the student's last day of attendance, new address, and the name of the new school the child will attend.
- The parent/guardian must come to the office to fill out the necessary forms and officially withdraw the student.



Halpin Early Childhood Center

School-Parent Compact

As a school, we will:

- Provide hands-on learning daily
- Read to students a minimum of four times daily
- Provide homework activities that supports activities learned in school
- Provide small group instruction in literacy and math daily
- Provide monthly vocabulary packets related to the unit of study in class
- Implement technology daily
- Provide weekly science experiments
- Communicate feedback from assessments given in class
- Maintain a portfolio to share with parents
- Reinforce Social Skills throughout the day
- Conference with parents a minimum of at 3 times a year
- Provide timely Progress Reports

As a parent, I will:

- Ask my child about their learning at school
- Promote the importance of reading by reading, listening, and providing reading materials for my child
- Visit the local library regularly
- Work with my child on homework activities
- Review the monthly vocabulary list with my child
- Participate in Family Nights at Halpin
- Attend Parent Conferences
- Reinforce and support Social Skills at home
- Communicate regularly with my child's teacher
- Volunteer to assist as needed
- Assure my child to comes to school everyday and arrives on time

Child: _____ Teacher: _____

Parent Signature: _____ Date: _____



Halpin Early Childhood Center

Parent Involvement Policy

Halpin Early Childhood Center is committed to the goal of providing a nurturing school environment where excellence and academic readiness is evident in the actions of students, staff, and school leadership. Parents are valued partners in the educational process, serving as the child's teacher in the home. It is our goal to work with the parents and the community to promote the development of correct social skills, student achievement, and teacher excellence. Martin Luther King, Jr. Early Childhood Center's success can only be accomplished with the committed involvement of the parents, teachers, school leadership, and community members.

A. Our Parent Involvement Policy

1. Halpin holds three Parent Orientations in August to review Title I requirements, Parental Involvement Policy, an explanation of the curriculum, a review of the School Improvement Plans and the calendar for the school year with all parent activities, meeting dates and parent conferences.
2. Parents are invited to participate in a variety of meetings and activities throughout the school year. Meet and Greet Day is scheduled before the first day of school. Children and parents can meet the teacher and hear about social and academic expectations. Open House is held in September to provide parents the opportunity for visit the classroom and learn academic expectations. Monthly parent trainings are offered in the morning and evenings to highlight activities to improve children's literacy/math skills and conduct parenting classes. Our trainings are guided by parent and teacher input.

Parent conferences are scheduled each semester or as needed by the teacher or parent to discuss the child's progress. Teachers meet with parents before or after school and at their scheduled planning time to accommodate as many parents as possible.

3. Halpin annually invites parents to review and discuss our School Improvement and Parental Involvement Policy. The PTO and SDMC review school policy in a timely manner. A PTO has been established in our school as a forum for parental input.
4. Halpin and its teachers communicate with parents about the state curriculum and assessments. In addition, our school communicates expectations for student performance, evaluation of student work, and classroom activities and routines pertinent to the academic success of the students. Halpin distributes information to parents through our Parent Handbook, monthly newsletters, school website, communication folders, conferences and parent meetings to ensure that parents are involved with student achievement.

B. Shared Responsibilities for High Student Academic Achievement

1. The education is the responsibility of the school, the teacher, and the parent. Halpin has developed a Parent/School Compact. This document serves as an agreement between the parent and the school and states what is expected of the school and the parent. It is reviewed with the parents annually at the Parent Orientation in

August. Our compact is used to motivate and encourage parents to become involved in the educational process and to let parents know they are our partners in education. In addition, parents receive a Progress Report as needed during the sixth week of the 12 Week Grading Cycle. Report cards are sent home every twelve weeks for all students.

C. Building Capacity for Involvement

1. Halpin will aid parents through parent meetings for an explanation of the states' curriculum, student achievement and the school's assessments. Parents will work with teachers to monitor the child's progress and improve achievement.
2. Our school will provide materials and training to help parents work with their children to improve children's achievement through Family Nights. During parent meetings, parents will learn math and literacy activities to help their children at home.
3. Halpin faculty is cognizant of educational research on parent involvement. Parents will give input throughout the year about their needs and concerns. Information from this will be used by the administration to strengthen the tie between school and home for increasing student achievement.
4. Our school integrates parent involvement and activities with our families and the community. Parents are encouraged to volunteer and assist in the classroom and throughout the school. Halpin collaborates with Baker Ripley Head Start and the Houston Parks and Recreation Department. Parents are encouraged to participate throughout the school year in a variety of activities.
5. Halpin makes it a practice to send home school correspondence in English and Spanish. This ensures that information about school and parent activities is received by everyone.

D. Full Opportunities for participation

1. All students are an important part of our learning community regardless of language, mobility, or disability. Every parent is afforded the opportunity become involved with their child's school environment. Assistance is provided to any parent with a special need. This support comes by sending home forms/letters in the language of the parent, translations in school wide meetings, and providing interpreters for conferences as needed.

Last revised 2021



Halpin Early Childhood Center

Title I Notification

Halpin Early Childhood Center has a school wide Title I program. Title I is a federal funded program with the intent to improve the academic achievement of students who are economically disadvantaged. The purpose of Title I, Part A is to ensure that all children have a fair, equal, and significant opportunity to obtain a high-quality education based on the Texas Essential Knowledge and Skill (TEKS) and reach, at a minimum, proficiency on the Texas Assessment of Knowledge and Skills (TAKS).

Under the No Child Left Behind Act of 2001, Title I funds enable Halpin Early Childhood Center to employ and train highly qualified teachers and paraprofessionals; purchase instructional materials and classroom computers; and sponsor parental involvement activities. To increase student academic achievement, Title I funds provide the following programs offered at Halpin Early Childhood Center:

- Summer School
- Literacy Training and Instruction
- Parent Involvement

If you have further questions or comments, please contact the Title I Coordinator, Jessica Walker at 713/778-6720 during school hours, by email at JWALKE25@houstonisd.org or please stop by the office for more information.

August 2022



Halpin Early Childhood Center

Explanation of Curriculum

The No Child Left Behind (NCLB) Act requires all Title I schools to provide to parents a description and explanation of the curriculum in use at the campus. The State Board of Education adopted the Texas Essential Knowledge and Skills (TEKS) as the official K–12 curriculum for all Texas schools. The TEKS identify what students should know and be able to do at every grade level and in every course in the foundation and enrichment subjects as they move successfully through schools. These learning standards will help ensure that all students can meet the following challenges of the 21st Century:

- Each student must become a more effective reader.
- Each student will have to know and apply more complex mathematics.
- Each student needs to develop a stronger understanding of science concepts, especially in biology, chemistry, and physics.
- Each student must master social studies skills and content necessary to be a responsible adult citizen.
- Each student must master a wider range of technology.

To view the descriptions of the TEKS online, visit:

<http://www.tea.state.tx.us/index2.aspx?id=6148>

If you do not have access to the Internet, please call the contact person listed at the end of this letter and this information will be provided to you.

The HISD curriculum, which is based on the TEKS, includes non-negotiable objectives that must be taught at every grade level; however, individual schools are held accountable for innovative, instructional programs and results. Every student will be provided equal access to rigorous instruction and academic programs. HISD recognizes, however, that some students may need extra assistance to obtain high academic achievement, and this assistance is available through the Title I program. HISD will include parents in appropriate decision-making opportunities to support student academic achievement.

If you have questions concerning this letter or need paper copies of the material referenced on the web site, contact the school's Title I Campus Contact Person, Jessica Walker at 713/778-6720 during school hours, by email at JWALKE25@houstonisd.org or please stop by the office for more information.

Halpin Early Childhood Center



Pupil Rights Amendment

The Protection of Pupil Rights Amendment (PPRA), 20 USC 1232h, requires Halpin ECC to notify you and obtain consent or allow you to take your child out of participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas (protected information surveys).

Enmienda a los Derechos de los Pupilos

La Enmienda de protección de los Derechos de los Pupilos (PPRA), 20 USC 1232h, requiere que el Halpin ECC le notifique y obtenga consentimiento suyo si usted opta por que su hijo/a no participe de ciertas actividades escolares. Estas actividades incluyen una encuesta de estudiantes, análisis o evaluación que concierne una o más de las siguientes ocho áreas (encuesta de información protegida).



Halpin Early Childhood Center

Explanation of Assessment

The IOWA is a norm-referenced achievement battery. It measures students' school achievement in reading, language arts, mathematics, science, and social science. Stanford 10 assesses skills based on the second half of a given school year and into the first half of the next school year.

Logramos is a norm-referenced achievement battery for students whose primary language of instruction is Spanish. It measures students' school achievement in reading, language arts, mathematics, science, and social science.

Texas Assessment of Knowledge and Skills (TAKS): As mandated by the 76th Texas Legislature in 1999, the Texas Assessment of Knowledge and Skills (TAKS) was administered beginning in the 2002-2003 school year. The TAKS measures the statewide curriculum (TEKS) in reading at Grades 3-9; in writing at Grades 4 and 7; in English Language Arts at Grades 10 and 11; in mathematics at Grades 3-11; in science at Grades 5, 10, and 11; and social studies at Grades 8, 10, and 11. The Spanish TAKS is administered at grades 3 through 6. **Satisfactory performance on the TAKS at Grade 11 is prerequisite to obtain a high school diploma.**

Reading Proficiency Tests in English (RPTE): These tests are designed to measure annual growth in the English reading proficiency of second language learners and are used along with English and Spanish TAKS to provide a comprehensive assessment system for limited English proficient (LEP) students. LEP students in Grades 3-12 are required to take the RPTE until they achieve a rating of advanced.

State-Developed Alternative Assessment (SDAA): This assessment is for students in special education, Grades 3-8 who are receiving instruction in the Texas Essential Knowledge and Skills (TEKS) but for whom TAKS is an appropriate measure of their academic progress. The test assesses the areas of reading, writing, and mathematics. Students will be assessed at their appropriate instructional levels, as determined by their admission, review, and dismissal (ARD) committees, rather than at their assigned grade level. The SDAA is administered on the same schedule as TAKS and will be designed to measure annual growth based on appropriate expectations for each student as decided by the student's ARD committee. The alternative assessment will be designed in such a way as to bridge in to TAKS TM. It became a part of the school accountability system in the 2002-2003 school year. To find out more about study guides and released tests that the public may view go to the Texas Education Agency website at www.tea.state.tx.us/student_assessment.

High Frequency Words Test: This is a district-wide test administered in grades 1-2. This test measures the student's ability to read identified words from a list as well as in sentences. The High Frequency Words have been selected from the Most Frequent words in books for Beginning Readers and the High Frequency Word List. The student is responsible for all the word listed. Performance on the High frequency Word Evaluation is a measure for promotion in 1st and 2nd grades.

Campus Report Card

By law, schools must provide a Campus Report card each year to parents. Each report card contains the following information:

- Academic excellence indicators (AEIS, including TAKS results and dropout rates),
- Student/teacher ratios,
- Administrative and instructional cost per student,
- Disaggregated data on student academic achievement,
- The school's performance.

Portfolios: Each teacher maintains a portfolio with work samples from each subject area. These folders are used to substantiate skill development, assist students in checking their progress, and as a primary resource of information during parent conferences.



Halpin Early Childhood Center

McKinney-Vento Homeless Education Act: NCLB Act 115(b) (2) (E) Parental Notification

The federal McKinney-Vento Homeless Education Improvements Act and Texas state law (Texas Education Code Chapter 25) protect the right of homeless children and youth to receive a free and appropriate public education. Nearly everyone in Texas who is between the ages of 5 and 21 on September 1st of the school year and has not been expelled has the right to attend school.

The federal McKinney-Vento Act and Texas state law guarantee that you can enroll in school if you live:

- In a shelter (family shelter, domestic violence shelter, youth shelter or transitional living program):
- In a motel, hotel, or weekly-rate housing:
- In a house or apartment with more than one family because of financial hardship or loss in an abandoned building, a car, at a campground, or on the street.
- In temporary foster care or with an adult who is not your parent or legal guardian.
- In substandard housing (not electricity, no water, and/or no heat); or
- With friends or family because you are a runaway or unaccompanied youth.

Furthermore, if you live in one of the above situations, your student has a right to:

- Enroll and attend school without proof of residency.
- Enroll and attend classes while the school arranges for immunization records TB skin test result, school records, legal guardianship papers, or any other documents required for enrollment.
- Continue to attend the school in which the student was last enrolled, even if you have moved away from the school's attendance zone or districts.
- Receive transportation from your current residence to the school the student last attended.
- Enroll and attend classes even while the school and you seek to resolve a dispute over enrolling your student.
- Receive free and reduced –price lunch and other district food programs.
- Participate fully in all school activities and programs for which the student is eligible without regards to the student's housing accommodations.

Finally, in accordance with Section 115(b)(2)(E) of the No Child Left Behind Act of 2001, the District provides Title I, Part A services to any student who is homeless and attending any school served by the district, regardless of whether the school is an eligible Title I, Part A school. Your student has a right to receive services in the same manner as does other students on the campus.

If you have any question about receiving Title I, Part A services at the local campus, contact the supervisor for the Title I, Part A Parental Involvement Program at 713-556-6928.

Halpin Early Childhood Center



School Supply List

1. Tissues (2 boxes)
2. Sandwich Baggies (1) quart size box
3. Storage Baggies (1) gallon size box
4. Antibacterial Baby Wipes (1 refills)
5. Markers (8 count broad or thin)
6. Glue Sticks- 4 per student
7. Crayons (16 count)
8. Blunt Scissors
9. Construction Paper (large)
10. Manilla Paper (large)
11. The school provides mats for children (Prekindergarten).
12. Backpacks **(No rolling backpacks, please.)**

Each student will need to keep a change of clothing in a large zip lock baggie in his/her backpack. Please label this with your child's name.

Label all clothing, backpacks, and lunch kits with your child's name.