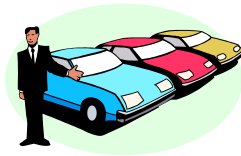


# Benignus Leopards

## AUGUST/SEPTEMBER 2009 NEWSLETTER



I hope all of you had a wonderful summer! This year is going to be fabulous. The Benignus community is very fortunate to have such an outstanding faculty and staff to teach and care for your children everyday. I encourage you to get to know your child's teacher as well as auxiliary faculty members. I want all of you to also join me in welcoming Mrs. Jenny McGown to our Benignus family as an assistant principal. Mrs. McGown comes to us from Klein Collins High School, where she was an administrator for the last two years. This is the culmination of a well-rounded team of professionals, each bringing his/her expertise to the classroom and to your child. The Benignus team will provide a rewarding educational experience for you and your child. The Benignus PTO is also a pivotal part of this successful team. Mrs. Elizabeth McCrory will be serving as our PTO President again this year. We have had several meetings, and I am very excited about our upcoming events. Please join the Benignus PTO, and become a part of a super team.



### **Carpool**

Every child will be issued a carpool tag. Please write your child's last name in large block letters on the tag provided. This tag should be displayed in the front window of your vehicle. The carpool line will remain as it was last year. Students in grades Kindergarten through 3<sup>rd</sup> will be dismissed at the gym and students in grades 4 – 5 as well as younger siblings will be picked up from the front porch. If you have a carpool system, please go with the oldest child's designation. Please pick up your children in the carpool line. We do not have the time or space for you to park and get out. If you feel you must pick up your child, you must park in the parking lot and come inside to get your child. Otherwise, please remain in your car while waiting in the carpool line. Klein personnel should be the only adults on the porch area. This ensures student safety and also expedites the dismissal process. The cafeteria is used for bus dismissal only. This process truly makes for a safe, smooth dismissal. As always, our first priority is the safety of your child.

### **End of Day Dismissal**

Visitors are not allowed to visit the instructional areas at the end of the school day. Safety and the need for teachers and students to complete their instructional day makes it necessary to require parents not to enter these areas before the 3:15 bell dismisses all Benignus students. Please wait outside on the front porch if you are picking up your child. The halls become very busy, and we would never want a child to go with someone other than the parent or guardian.

***Please be reminded to remain in the designated coned area if you are by the cafeteria or single file line if you are dismissing from the gym at the end of the day when picking up your child. The cones are out for the safety of your child. If you need to come into the building, please park your car and come inside through the front doors only. If you enter the building, please be courteous to the students. Please leave all doorways clear for students. We want to be certain that every child leaves with the appropriate person. Confusion only leads to mistakes. You must sign your child out in the front office if you leave before the bell rings.***

### **Daily Schedule**

The daily schedule for the 2009-2010 school year will be:

8:15 am	First bell
8:20 am	Tardy bell
9:45 am	Attendance
11:05 am	Conclusion of morning Pre-Kindergarten
12:25 pm	Beginning of afternoon Pre-Kindergarten
12:30 pm	Afternoon Pre-kindergarten tardy bell
3:15 pm	Dismissal of all classes

### **Transportation Information**

*Please be advised of transportation guidelines relating to your children in the Student Handbook. Due to the potential overcrowding, we would like to take this opportunity to remind you of the importance of following the residence guidelines.*

***Your child is to ride the same bus to and from school everyday. However, if extenuating circumstances arise, please follow the guidelines below:***

- *A parent/guardian may request a bus change for day care purposes. This could include one stop in the morning and a different stop in the afternoon.*
- *A student may be picked up at his/her home and delivered to another residential non-commercial child care individual after school.*
- *A parent/guardian may designate a child-care facility or grandparent's residence as the place where the student obtains transportation to and from school.*

*In all of the above cases, the bus stop must be in the attendance zone and on an approved route. In addition, the parent/guardian and the care provider must submit the KISD Bus Change Request and Release of Liability from with notarized signatures to the principal a minimum of five(5) school days in advance of the bus change. If approved, the student must ride to and from school at the same location every day and only one additional request to change buses may be approved during the same school year (copy enclosed).*

*Temporary bus changes will be allowed on a case-by-case basis. Thank you for your assistance and understanding in this matter. As always, please feel free to call if you need help in a situation since all bus changes must be approved through the front office.*



### **Bike Riders**

For the safety of your child, please have the children walk their bikes while they are on school property.

### **Early Dismissals**

If you have to pick your child up before the end of the day, please send a note with your student stating the time, reason and who will be picking the child up. You will need to come into the front office and sign him/her out. Our goal is the safety of your child. We must ensure that your child is released to approved people.

### **Day Care Providers**

Any and all day care providers must have a sign in the front window of the vehicle. This is also to ensure the safety of our students.



### **Administration of Medication**

Klein personnel are not permitted to give medication of any kind, including aspirin, similar preparations, or any other drugs, unless the parent requests in writing that there is such a need for medication. When administering prescription medicines, the school district requires the medication to be in the original container with a prescription label. The prescription must be brought to school by a parent or guardian and kept in the clinic and administered by the nursing staff or school employee. The prescription must be filled by a pharmacist licensed to practice in the United States. Only prescription medication needed for the student to remain in

school will be administered. No vitamins, health food, or herbal preparations will be given by the school nurse.



### **Registration Requirements**

To be legally registered to attend Benignus for the 2009 – 2010 school year, each student must return the yellow registration card and the white clinic card no later than **Wednesday, September 9, 2009**. These cards are pre-printed with the information on file. Please check the information carefully and make the necessary corrections. The district requires the full legal name of each student including his/her middle name. If no Social Security number is available, leave it blank. If parent's last name is different from the student's, please indicate. Emergency numbers are very important, therefore, please try to list at least one other person and number. If the student lives with both parents, it is very important that both parents sign on the appropriate line. (Each card requires two signatures-please sign both front and back). I hope having the cards partially filled out is a help to you.

### **Parental Responsibility – Reminder**

Please assist us in the handling of custody related issues. It is the responsibility of the parents to provide the principal a certified copy of the court order affecting any other person's right to their children. Should you have any questions, please call me at (832)484-7705.

### **Address Affidavit Verification**

If you are residing with someone in our attendance area, there is paperwork to complete. You must bring a person from the household you are residing to verify residence. We still require a notarized form verifying your residence along with proof of residency such as a light bill, water bill etc. You must also submit at least three of the five items: driver's license number, pay stub with documentation of address, voter's registration card with address, insurance papers issued in the name of the enrolling party or bills and or statements from a bank, credit union, department store, gas company, or major credit card company. This should ensure legal documentation of residence. Please feel free to call me if you have any further questions.

### **Absences**

When your child is absent please call the attendance office at (832)484-7708. Please do this by 9:00 on the morning of the absence. If you need to call the clinic during the day, you may call direct at (832)484-7714. Physician or dentist notes may be faxed to school by dialing (832)484-7796. Your child is considered absent if he or she

arrives after 9:45 unless you have a doctor's note. Medical notes must be received within five (5) days of the absence.

**It is not necessary for a student to have a note from a doctor each time he/she is ill. However, if the number of absences exceeds 18 days in a school year, and if medical reasons are given for an additional absence, a doctor's note will be required for the day(s) of illness in order to receive academic credit unless waived by the attendance committee.**

### **Stay In School Program**

Klein ISD participates in the Harris County Stay in School Program, which is a truancy prevention program. We are very fortunate at Benignus that this is not an issue with our students or parents. However, you need to be aware that if a student is absent 3 days in a 4 week period without a parent note, we are required to file a warning report with the Harris County District Attorney's office. Therefore, it is crucial for you to call regarding your child's absence as well as provide medical notes within 5 days of the absence. A letter is attached explaining the program in full detail. If you feel that you have extenuating circumstances, please call and speak to an administrator.

### **Dress Code**

It is essential that school guidelines be such that an atmosphere for learning is created. Dress regulations should discourage the extremes and the fads that may lead to disruptions or to distractions. Such regulations should provide appropriate standards for the general appearance of students, should foster both physical and mental health, and should train students in proper dress habits. Please refer to you Student Handbook pgs. 30 – 31. We will continue to enforce improper hair styles that are considered distracting.



### **Textbooks**

If your child brings home textbooks to be covered please do not tape the book cover directly to the inside cover of the book or use self-adhesive book covers. This damages the textbooks.

## Upcoming Events

Tuesday, September 1	Boy Scout Rally 7:00 pm Benignus Cafeteria
Friday, September 4	Get Acquainted/Volunteer Coffee 9:00 am Benignus Cafeteria
Monday, September 7	Labor Day Holiday
Thursday, September 17	Benignus PTO Meeting/Fall Open House 6:15 PTO Meeting Benignus Cafeteria 6:30 – 7:00 pm Grades EC – 2 7:00 – 7:30 pm Grades 3 – 5 **** Klein Buses will be provided at Krimmel Intermediate to alleviate traffic
Tuesday, September 22	Girl Scout Rally 7:00 pm Benignus Cafeteria

## Visitors

Klein ISD requires all visitors in our school to wear identification nametags. All Benignus visitors, volunteers and parents must wear a nametag for the purpose of identification. The nametags are available at the front office. Also, parents having lunch with their children must sign in and wear a nametag while in the building. All visitors are required to show their driver's license before a nametag will be issued. If relatives are coming for lunch, please inform them they will also need to sign in at the front desk and provide a driver's license.

## Volunteer Program

Klein will be conducting a criminal background check on all volunteers. Please contact Erin Stevenson @ [erin.stevenson@sbcglobal.net](mailto:erin.stevenson@sbcglobal.net) (Volunteer Coordinator) for more information. Volunteers are encouraged to sign up as soon as possible. Signing up to be a volunteer is a two-part process. One form per volunteer will apply to all schools selected. This is a safety measure. We want to encourage volunteers in our school while providing the utmost safety for our children. This is mandatory for all volunteers. If you have any questions about this, please feel free to call me.

\*Please note that a volunteer works directly with students and a visitor does not.

**We encourage parents to visit our school.**

**You are always welcome at Benignus!**

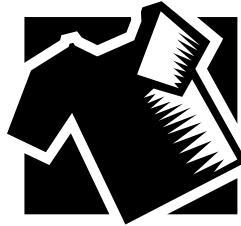


### **Get Acquainted Meeting/Volunteer Coffee**

The new parent Get-Acquainted Meeting will be Friday, September 4 at 9:00 am in the cafeteria. It is scheduled for anyone new to the Klein area or anyone interested in learning more about volunteering at Benignus. Benignus parents are greatly appreciated and assist our students and teachers in many ways.

### **Benignus T-Shirts**

Benignus T-shirts may be purchased through the PTO by contacting Elizabeth McCrory @ [elizabethmccrory@comcast.net](mailto:elizabethmccrory@comcast.net). Every Friday is Benignus Spirit Day, and we will all wear our Benignus shirts.



### **Student Lunches**

Student lunches are \$1.75. Breakfast is \$1.00. Each student is assigned his/her own PIN (Personal Identification Number) for purposes of purchasing food in the cafeteria serving line. The PIN number should be memorized so that the serving line progresses smoothly and quickly each day. When sending money for breakfast/lunch for a week or more please place the money or check in an envelope and label as follows:

Child's Name  
PIN #  
Teacher's Name  
Grade  
Amount Enclosed

If you wish to eat a school lunch with your child, please sign in first at the front office. An adult lunch is \$2.75. You may also purchase "extras", if you wish.

If you do not want your child to purchase "extras" or a la carte items for lunch, you can "block" your child's account. Extras or a la carte items can be different each day. They include canned drinks, cookies, second meal, ice cream or extra milk.

Breakfast items are also deducted from your child's account. There is a breakfast menu with "extras" also. Please refer to the Food Service memo procedures for further information. As always, feel free to call with any questions or concerns.



### **Free/Reduced Price Lunch Applications**

Please be informed that we are required by the Texas Education Association guidelines to give each K – 5 student an application on the first day of school. Only one application is necessary per family. All applications (new or those who want to remain on the program) are required by the Food Service department. Processing of the application will be faster if the following information is provided on the application:

1. Student ID number, grade, school
2. Correct address and zip code
3. Social Security number
4. Signature

*The following general information is included as a reminder of routines/procedures followed by Benignus students, parents, and teachers in order to have a more consistent learning environment for all.*

### **Student Handbook**

Your child received the 2009-2010 Elementary Student Handbook today. Please review it carefully with your child as it contains the philosophy and policies of the Klein Independent School District. There is a school calendar inside the back cover. Students must be aware of its contents. Parents are to read the handbook and then sign the front page and return it to school. Please read, sign and return the page regarding photography, videotaping and electronic communication. This is important information for your child. This should be returned by **Wednesday, September 2, 2009.**

**Please return the first page of the handbook to your child's teacher by September 2, 2009.**

### **Cell Phones**

Students are allowed to have cell phones on campus to use in emergency situations. A student will have his/her cell phone collected if it is out during instructional time. Klein can charge a \$15.00 fee for inappropriate use of cell phones.

### **Tuesday Folders**

Your child will bring home a Tuesday Folder for your review. **Each Tuesday take time to discuss your child's work and praise your child's good efforts.** If there are areas that need to be improved, discuss how this can be accomplished. Taking time to talk about schoolwork shows that you care about the things your child spent most of the day doing.

**Your comments and concerns can be communicated through the Tuesday Folder. This is a good way to stay in touch with your child's teacher and to know how your child is progressing weekly.**

## Report Cards

Report cards will be coming home every 9 weeks for the elementary level only this school year. Therefore, it is imperative to remain current about your child's progress through the Tuesday folder and parent/teacher communication.



## Academic Incentives

We will be incorporating an academic incentive for students this year. Students receiving All A's will be on the "All A Honor Roll". Students receiving all A's and two B's will be awarded the "ABBIT" award. ABBIT is an acronym which means "All A's and B's Because I Tried". This will take place each nine weeks with an awards breakfast each semester. A certificate for each award will be presented to members, as well as The Presidential Achievement Award for 5<sup>th</sup> grade students with all A's and B's for their fourth and fifth grade year. Please encourage your child to become a member of these outstanding organizations!



## HOMEWORK – Build Better Study Skills

Your child has homework, and he/she wants to do it. However, he/she can't get started on the assignment. Try these tips:

- **Begin at the beginning.** Teach your child management skills by breaking large projects into smaller, manageable parts.
- **List study goals.** Before beginning a study session, have your child make a to-do list. As tasks are completed, your child can mark it off the list.
- **Play "Beat the Clock".** Have your child estimate how long homework should take. Set a timer or monitor the clock to see if your child can "Beat the Clock".
- **Organize materials.** It is hard to study when supplies are not organized and available. Work out an organization system that allows your child to find needed materials quickly, i.e., color-coded folders for each subject, a binder with dividers for each subject, a binder with dividers for each subject area and separate area/book for homework assignments.

Review early and often. Instead of trying to learn all spelling words the night before the test, study and learn to spell a few words each night and review all words nightly. Review materials each evening for successful mastery.

### **Klein Website**

The Klein website is: [www.kleinisd.net](http://www.kleinisd.net). You may refer to this website for many district departments. You may now locate your child's bus number online, as well as deposit money in your child's lunch account online. If you wish to reach personnel at Benignus, you may use the following:

My e-mail address is:  
[mkainer@kleinisd.net](mailto:mkainer@kleinisd.net)

Mrs. Proctor's e-mail address is:  
[dproctor@kleinisd.net](mailto:dproctor@kleinisd.net)

Mrs. McGown's e-mail address is:  
[jmcgown@kleinisd.net](mailto:jmcgown@kleinisd.net)

In addition, you can find any teacher's e-mail address by looking at our Benignus website.

Our theme this year is:  
***Power + Pride = Benignus Excellence***



I encourage all parents and community members to join our team and truly make miracles happen for Benignus students. We are all fortunate to be a part of such an outstanding team!