

# Michael M. Boone Elementary School First Day & Newcomers Handbook 2020-21

Principal: Amanda Reyes

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[www.boone.hpisd.org](http://www.boone.hpisd.org)  
[boonepto.org](http://boonepto.org)

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## 2 | TABLE OF CONTENTS

<b>RESOURCES</b>	<b>3</b>
IMPORTANT CONTACTS	3
STUDENT HANDBOOK	3
 <b>COMMUNICATIONS</b>	 <b>4</b>
COMMUNICATIONS POLICY	4
THE BOONE BARKER (WEEKLY EMAIL NEWSLETTER)	4
BOONE WEBSITE (BOONE.HPISD.ORG)	4
PTO WEBSITE (BOONEPTO.ORG)	4
SOCIAL MEDIA	4
DIRECTORY SPOT	4
HPISD WEBSITE (WWW.HPISD.ORG)	4
 <b>ARRIVAL &amp; DISMISSAL PROCEDURES</b>	 <b>5</b>
THE SCHOOL DAY	5
GENERAL ARRIVAL PROCEDURES	5
GENERAL DISMISSAL PROCEDURES	5
PARKING POLICY	6
CARPOOL PROCEDURES	7
ARRIVAL OF CARPOOL STUDENTS	7
DISMISSAL OF CARPOOL STUDENTS	7
CARPOOL MAP	8
BIKER AND WALKER PROCEDURES	9
ARRIVAL OF BIKERS & WALKERS	9
DISMISSAL OF BIKERS & WALKERS	9
CROSSING GUARD & PEDESTRIAN MAP	10
 <b>CAFETERIA INFORMATION</b>	 <b>11</b>
 <b>BOONE PRESCHOOL ASSOCIATION “BPA”</b>	 <b>11</b>
 <b>BOONE DADS CLUB</b>	 <b>11</b>
 <b>BOONE PTO</b>	 <b>12</b>
WHAT IS THE PTO?	12
WHY DOES THE PTO FUNDRAISE?	12
WHAT DOES THE PTO HELP PAY FOR?	12
HOW TO GIVE	12
VOLUNTEER OPPORTUNITIES	12
EVENTS OVERVIEW	13
OTHER WAYS TO SUPPORT BOONE	14
 <b>BOONE LINGO</b>	 <b>15</b>



## RESOURCES

### IMPORTANT CONTACTS

We are excited to welcome you to the Boone family! Please reach out to any of the following people if we can help you as you navigate Boone. You can also reach out to your class Room Parent.

**BOONE PRINCIPAL**

Amanda Reyes  
[reyesa@hpsid.org](mailto:reyesa@hpsid.org)

**BOONE COUNSELOR**

Annabelle (Bass) Fleig  
[bassa@hpsid.org](mailto:bassa@hpsid.org)

**BOONE NURSE**

Whitney Hornberger  
[hornbew@hpsid.org](mailto:hornbew@hpsid.org)

**BOONE ADMINISTRATIVE ASSISTANT**

Stacy Travis  
[traviss@hpsid.org](mailto:traviss@hpsid.org)

**PTO PRESIDENT**

Blythe Koch  
[president@boonepto.org](mailto:president@boonepto.org)

**BOONE DADS CLUB PRESIDENT**

Andy Edmondson  
[andyed15@me.com](mailto:andyed15@me.com)

**PTO NEWCOMERS CHAIRS**

Nicole Cardwell  
Anna Gilmore  
[newcomers@boonepto.org](mailto:newcomers@boonepto.org)

### STUDENT HANDBOOK

The Boone Student Handbook is an excellent and thorough source of information about everything from grading, attendance, behavior expectations, specials, support services, the school clinic, and more. You can access it [here](#).

## 4 COMMUNICATIONS

### COMMUNICATIONS POLICY

Boone publications are intended to communicate only SCHOOL-related information. The website's community board and the physical community bulletin board in the school may be used to share information for other organizations and clubs geared toward our students. Only signage related to Boone school or PTO events, district Parent Education Committee events, or middle school or high school performances may be displayed on school grounds. See complete details on the policy [here](#).

### THE BOONE BARKER (Weekly Email Newsletter)

This is the primary communication tool for the school. It is sent by email on Mondays and will contain information on both school and PTO activities. Occasionally, additional eBlasts (Special Editions of The Boone Barker) will be sent with important information. Please make sure the office has your correct e-mail address.

### BOONE WEBSITE ([boone.hpsd.org](http://boone.hpsd.org))

The Boone website is another tool used to provide information to Boone families. Here you can find information such as cafeteria, the school calendar, student resources, and teachers' classroom websites. [boone.hpsd.org](http://boone.hpsd.org)

#### Information Links:

[Visitor Information](#)  
[Staff Directory](#)  
[Class Websites](#)  
[Student Handbook](#)

#### Cafeteria Links:

[General Cafeteria Information](#)  
[Menus](#)  
[Price List](#)  
[Cafeteria Account Setup](#)  
[Cafeteria Payment](#)

### PTO WEBSITE ([boonepto.org](http://boonepto.org))

The PTO website is another great source of information about events, fundraising, ways to volunteer, and more. [boonepto.org](http://boonepto.org)

#### Information Links:

[Events & Calendar](#)  
[Ways to Support Boone](#)  
[Volunteer Information](#)  
[Community Announcements/Extracurriculars](#)

### SOCIAL MEDIA

Please follow us on social media.

Instagram: @boonepto @boonedadsclub

Facebook: @BooneElementaryBulldogs @boonepto

### DIRECTORY SPOT

DirectorySpot is an online directory app that houses Boone's class rosters and family contact information. You must be a PTO member to receive access to our DirectorySpot.

### HPISD WEBSITE ([www.hpsd.org](http://www.hpsd.org))

Additional sources of information about district-wide policies and procedures can be found on the HPISD website.

## 5 ARRIVAL & DISMISSAL PROCEDURES

### THE SCHOOL DAY

Boone's school day starts at 8:00am and dismisses at 3:15pm for all students.

### GENERAL ARRIVAL PROCEDURES

- Students should plan to arrive each morning by 8:00 am.
  - With social distancing, student health, and overall well-being in mind, we are encouraging families to follow a staggered arrival procedure.
    - Families with multiple grade level children, please arrive between 7:30- 7:45am.
    - Families with only one child enrolled at Boone, please begin arriving at 7:45am.
  - We understand that it might not always be possible to arrive exactly at these times, but we appreciate your cooperation as we try to limit the amount of students entering the school at one time.
- Students arriving by car will enter through the front doors on Durham.
- Students arriving by bike or walking will enter through the side doors on Wentwood.
- Teachers will open their classroom doors at 7:50am when the first bell rings.
  - First through fourth grade students arriving before 7:50am will be directed to their grade-level pod to sit in socially distanced lines in their cohorts.
  - Kindergarten students will go directly to the gym to sit in socially distanced lines in their cohorts until teachers pick them up.
- Parents are not permitted to enter the building at this time, but are welcome to escort students as far as the hug zones designated at each entrance.
- Class begins promptly at 8:00am when the second bell rings. and all exterior doors to the school are locked at 8:00am. After 8:00am, access is permitted only through the front doors on Durham.
- If your student arrives after 8:00am, they will enter through the front doors where an office staff member will check them in. We encourage you to allow students to enter independently to minimize visitors in the building.
- The following steps will be taken if you need to escort your student into the front office:
  - All visitors must wear a mask when entering the school.
  - Scan the QR code found on the front doors of the building and complete the visitor health safety survey.
  - Once complete, you will be admitted into the main office where your temperature will be taken by a staff member.
  - Your student will be checked in and if necessary, a Boone staff member will assist them to their classroom.

### GENERAL DISMISSAL PROCEDURES

- Dismissal begins at 3:15pm
- Prior to the start of the school year, parents will notify their student's teacher of their preference for pick up – either carpool or other (in-person pick up/walking/biking).
- Parents are encouraged to use the same plan for pick up every day of the school year. Should there be a change on a particular day, a note or email should be sent to your student's teacher that morning indicating the dismissal change. If a change arises after 12:00pm, please call the office to notify them of the change. The office will communicate the information with the teacher.
- Students are expected to leave school each afternoon immediately after being dismissed at 3:15pm. Crossing guards are on duty for a reasonable length of time at designated intersections.

## PARKING POLICY

- **Parking is NOT allowed in any of the Northway Christian Church parking lots at any time, including drop off and pick up, unless otherwise communicated in The Boone Barker.**
- There should never be any unattended cars parked in the queue lane during arrival/dismissal times.
- Parking can be found on the streets surrounding the school, except where prohibited by parking signage or painted yellow “no parking” curbs.
- Please be respectful of our neighbors and do NOT block residential driveways or alleys.
- It is illegal to park within 20 feet of an intersection, including alleys, or within 30 feet of a stop sign. Doing so impedes drivers’ visibility as they approach an intersection and puts pedestrians, as well as other drivers, at risk.
- **The inset parking area south of the designated carpool drop-off and pick-up area is a reserved spot 24/7 on school days for the 2020-2021 Auction Winners.**

## 7 CARPOOL PROCEDURES

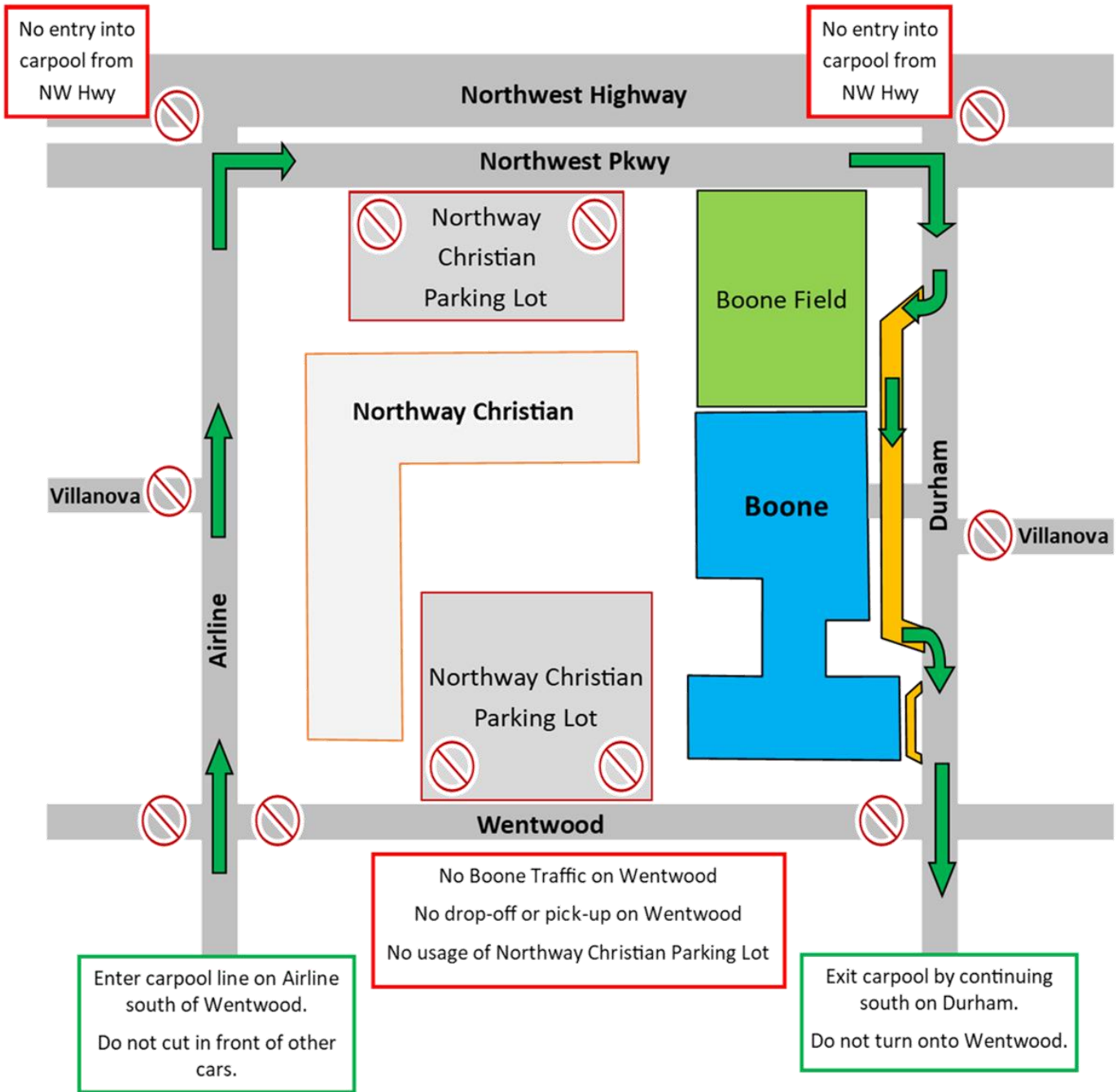
- Please ensure that all caretakers understand the carpool procedures.
- See the carpool map at the end of this section.

### ARRIVAL OF CARPOOL STUDENTS

- Enter the carpool queue from Airline ONLY, south of Wentwood. Do NOT enter the carpool queue from Wentwood, Northwest Parkway, Northwest Highway, Villanova or Durham.
- Please enter at the end of the queue and do NOT cut in front of other cars in the queue.
- While waiting, do NOT block any intersections and note that walkers and bikers will be crossing all intersections along the carpool route.
- Drivers will continue to move forward in the carpool queue until they enter the designated drop-off area in front of the school on Durham.
- **Students may ONLY exit a vehicle at the designated drop-off area. Students may NOT exit the vehicle at any other point along the carpool queue.**
- *Due to COVID protocols, students must open and close their own car door. If you feel your child cannot do this, please consider parking nearby and walking your child to the building.*
- Students from carpool will enter the school through the front doors on Durham and be directed by staff to their designated area.
- Once students have safely exited the vehicle, drivers may pull onto Durham, yielding to street traffic.
- Continue south on Durham. **NO right turn onto Wentwood.**

### DISMISSAL OF CARPOOL STUDENTS

- To allow for social distancing, students will begin exiting the building at 3:05pm starting with kindergarten.
- Place a carpool sign on your passenger side dashboard for each child you are picking up
- Enter the carpool queue from Airline ONLY, south of Wentwood.
- Follow the same queuing process as morning carpool. ONLY enter at the end of the queue line, and only enter on Airline. Do not cut in front of other vehicles, and do not block intersections.
- Students may only enter a vehicle in this designated area where Boone staff will monitor 5 cars at a time.
- Due to COVID protocols, students must open their own car door. If you feel that your child will need assistance buckling their seat belt, please consider parking and meeting your child in the walker pick up area.
- Once students have safely entered the vehicle, drivers may pull onto Durham, yielding to traffic.
- Continue south on Durham. **NO right turn onto Wentwood.**





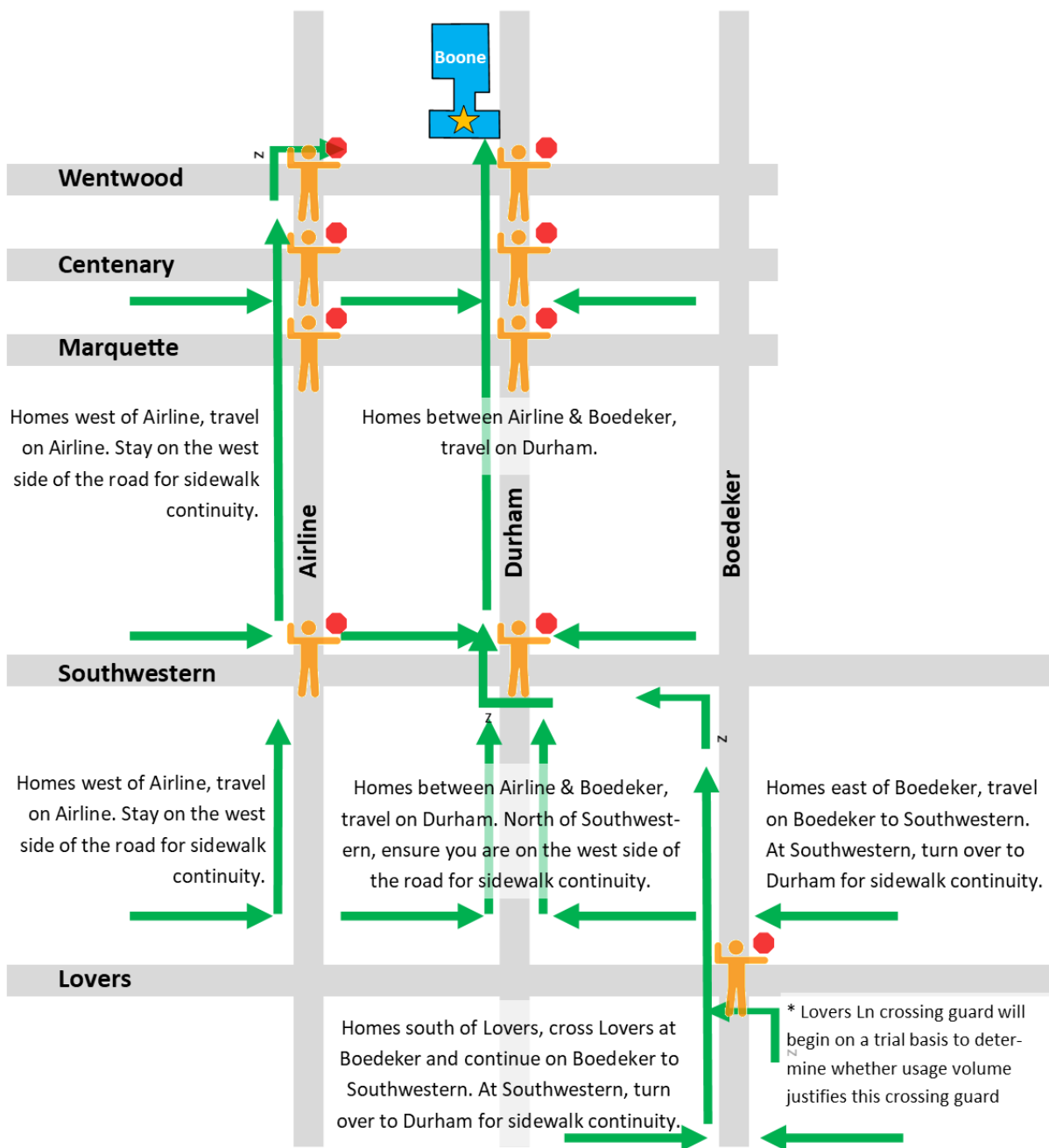
## 9 BIKER AND WALKER PROCEDURES

### ARRIVAL OF BIKERS & WALKERS

- Bikers and walkers will enter the school through the doors on Wentwood. Bike racks are available by the Wentwood doors. Please arrange bikes neatly.
- Students will wait in their designated area for the bell at 7:50am.
- Upon approaching the school, bikers should dismount and walk their bikes along the sidewalk and through all intersections. Please always have students walk their bikes along sidewalks that are congested with pedestrian traffic.
- Please remind students to stay on sidewalks at all times. It is not safe for a student to be in the street.
- Please take note of where crossing guards are stationed as you plan your student's route to school.
- Please cross streets at intersections ONLY, preferably intersections attended by crossing guards. Use extreme caution when approaching alleys.
- Please be aware of the carpool queue along Airline.
- **Note - Wentwood and Northway Christian Church parking lot are NOT drop off locations from your vehicle.**

### DISMISSAL OF BIKERS & WALKERS

- To allow for social distancing, students will begin exiting the building at 3:05pm starting with kindergarten.
- Students walking, biking or meeting their parents will be released through the doors on Wentwood. Parents will remain on the south side of the Hug Zone signs along Wentwood.
- In order to dismiss students safely, it is imperative that parents or caregivers hold up their yellow dismissal sign with their child's name visible.
- **Kindergarten and first grade students** will wait outside in cohort groups and will be released to parents, caregivers waiting at the grade level pick up sign. Students are expected to "check out" verbally with their teacher before being dismissed. Please note, Kindergarten and 1st grade students must be released to a parent or older sibling in person and may NOT ride their bikes or walk home alone.
- **Students in second, third, and fourth grade** will be allowed to walk or bike home independently once dismissed by staff members. If they are meeting up with their younger siblings, they will be responsible for verbally checking out with the younger sibling's teacher.
- Upon leaving the school, following the same safety measures as when arriving... remaining on sidewalks, walking bikes along congested sidewalks and through intersections, crossing with crossing guards, and approaching alleys cautiously.
- **Note - Wentwood and Northway Christian Church parking lot are NOT pick up locations from your vehicle.**



## 11 CAFETERIA INFORMATION

The Boone Cafeteria offers hot and cold lunch options for students each day. Students can also bring lunch from home if they prefer.

For information about the cafeteria, see links to the school website below:

[General Cafeteria Information, Policies & Schedule](#)

[Menus](#)

[Price List](#)

[Cafeteria Account Setup](#)

[Negative Balance Policy](#)

[Cafeteria Payment](#)

### BOONE PRESCHOOL ASSOCIATION “BPA”

The BPA offers preschool parents in the Boone attendance zone the opportunity to get to know other parents and families, share ideas and experiences, and benefit from a wide range of programs. During the school year, there are meetings, social events, and children's parties. In addition, there is an opportunity to join small playgroups and participate in fun outings. For membership information, please see the BPA section of the Boone PTO website at <https://boonepto.org/bpa>.

### BOONE DADS CLUB

All Boone dads are encouraged to join the Dads Club. The goals of the Dads Club are to enhance our kids overall educational experience, support our teachers and staff, and build camaraderie amongst all the dads and families.

Here are a few of the Dads Club's activities. For more information, please visit the Dads Club website at <https://boonedadsclub.com/> or contact president Andy Edmondson at [andyed15@me.com](mailto:andyed15@me.com).

#### **Morning Carpool**

Dads will help greet children and point them in the right way to go. When COVID protocols are relaxed, dads will also help open car doors in the morning to speed up the carpool arrival process.

#### **Cafeteria Duty**

Dads are covering the first Fridays this year in the cafeteria but are welcome to take a shift in the cafeteria any day of the month!

#### **Father Son Sports Breakfast**

Celebrate HP High School Football and Athletics over coffee and donuts.

#### **Dads Holiday Steak Dinner**

We will find some time to celebrate amongst ourselves with a Dads only steak night.

#### **Daddy Daughter Dance**

In the Spring we will celebrate our daughters with a Daddy Daughter Dance.

## WHAT IS THE PTO?

We support the school through volunteering and fundraising. Our mission is to

- Support and enhance the education of our children
- Partner with and support the faculty and staff of our school

## WHY DOES THE PTO FUNDRAISE?

An estimated 70% of our tax dollars are redistributed to other districts by the state of Texas, also known as “recapture” or “Robin Hood,” leaving HPISD with about a \$6-7 million budget shortfall each year. Through private fundraising, we are able to maintain our spending per child near the state average. Our teachers are also paid a few thousand dollars less than most of our neighboring districts, so private fundraising helps us support our teachers so we can recruit and retain the best.

## WHAT DOES THE PTO HELP PAY FOR?

- Instructional assistants for every grade level
- Spanish program
- Garden program
- Software subscriptions & classroom technology
- Books & educational materials for classrooms
- Classroom supply allowance for every teacher
- Teacher professional development
- Teacher appreciation events & gifts
- Copiers & supplies for the teacher workroom
- The cafeteria - staff, food, equipment & supplies!
- Facility enhancements
- Fun & educational events for students & parents!

## HOW TO GIVE

- BSSU (Back to School Sign-Up)– Join the PTO and give to Family Giving (or on our website)
- Support school fundraising events such as Book it for Boone, Carnival, and Auction
- Consider a corporate sponsorship – email [sponsorships@boonepto.org](mailto:sponsorships@boonepto.org)

## VOLUNTEER OPPORTUNITIES – visit <https://www.boonepto.org/volunteer>

- Cafeteria – We need every family to take a 2 hour shift, once a month! (largest area of need)
- Library, Teacher Workroom, or Spirit Shop- monthly shifts about an hour in length
- Room Parents – 2 per class coordinate & photograph class parties, communicate upcoming events & volunteer needs
- Volunteer shifts at events – Carnival, Book Fairs, Bike Rodeo, and Field Day
- Event committees – Parent Social, Readathon, Picnic, Carnival, STEAM Showcase, Auction

**For more information about the PTO, visit the PTO website at [boonepto.org](https://www.boonepto.org)**

## Save the Date for these fun events!

For the most up to date information about events, please read the Boone Barker and visit the PTO website at <https://boonepto.org/events>

### **PTO Meetings – September 22, November 10, January 12, March 30**

Come hear about our school, our district, and other relevant topics at our quarterly PTO meetings. Specific speakers will be announced before each meeting.

### **Book it for Boone – September 11-24**

Our annual fall readathon encourages our children to find a passion for reading while raising necessary funds that allow our school to remain innovative.

### **Curriculum Night – September 17**

At this parent-only evening, teachers go over their classroom procedures and expectations. Room parents will introduce themselves and have each family review their contact information.

### **Fall & Spring Book Fairs – Dates TBD**

Two book fairs are held each year in the library and many volunteers are needed to help set up, take down and run the book fair.

### **Pumpkin Picnic – October 3**

The week leading up to this event, the kids will get to decorate a pumpkin at school to coordinate with something they are learning. On Friday, there will be a family picnic for everyone to admire the students' creations.

### **Boone Bash – Date TBD**

Join us for a fun night to mix and mingle with Boone parents.

### **Bike & Walk to School Day- October 16**

Bike & Walk to School Day is preceded by a week of fun-filled activities and lessons on bike and pedestrian safety. Students are taught about the importance of wearing helmets, looking both ways and paying attention to hazards that can arise when playing outside. On Friday, parents are encouraged to bike or walk to school with their child and there will be some fun decorations and prizes to reward the kids for their new safety skills.

### **Carnival – October 30 or March 26 (COVID-dependent)**

The annual Carnival is a huge highlight and is ALL about the kids! All parents are asked to volunteer a one-hour shift. Watch for more information regarding volunteer sign ups in The Boone Barker. Families can also financially support the Carnival by sponsoring a game and buying carnival wristbands. Invite your friends and neighbors to come to this fun, family-centered event.

### **STEAM Showcase Night – November 18**

This will be a night for families (parents and kids) to come and see what our students have been doing in the STEAM fields (Science, Technology, Engineering, Arts, and Math). This night will also feature an art show and science expo for everyone to enjoy.

### **Auction – February 27**

The annual auction is our largest fundraiser. The party for parents includes music and dinner, a silent and live auction, an online auction with gifts of teachers' time, and much more!

### **Open House – March 9**

Students show their families around Boone and give them a tour of their classrooms to show off their amazing work and projects.

**Bike Rodeo – April 16**

Bike Rodeo is another event focused on reinforcing pedestrian and bicycle safety, but this week's learning culminates in a safety course which all students are invited to navigate on their bikes or scooters. Parents are encouraged to volunteer to assist with this event.

**Grandfriends Day – April 30**

Boone hosts a fun day that honors grandparents and grandfriends. This is an opportunity for students to show their grandparents or special friends their classrooms, school projects and introduce them to their teachers. First through fourth grades have special performances held in the cafetorium. Valet parking is provided.

**Field Day – May 21**

Field Day is a fun day in May where students compete by class in easy relays and games. The PTO staffs all of the races with parent volunteers

**OTHER WAYS TO SUPPORT BOONE****Tom Thumb Rewards – Good Neighbor Program**

The next time you hit the grocery store, take this completed form and include charity #14147. They'll add this information to your loyalty account, and just like that, you are contributing to Boone. Download the form [here](#).

**Amazon Smile**

Give to Boone without any extra effort! Every time you make an Amazon purchase, go through Amazon Smile and choose "Michael M Boone PTO" as your preferred charity. Set it up [here](#) or in the app, go to Settings, then AmazonSmile. Click to turn ON AmazonSmile and search for "Michael M Boone." You'll need to enable and maintain Amazon notifications on your phone for AmazonSmile to remain active in the app.

**Shopping and Restaurant Days**

Watch the Boone Barker for timely information about our shopping and restaurant days with Mimi's Pizza, Mesero, Learning Express, and others! You can also find the latest information on our website [here](#).

**PNO - Parents Night Out**

Parents Night Out generally takes place once a month. Two teachers offer their time to chaperone and supervise a fun night at Boone. Pizza is served and the kids play games and watch a movie. Spaces are limited and only current Boone students in K – 4th can attend. Look for information in The Boone Barker on upcoming PNOs and to see which teachers will host.

**PEC - Parent Education Committee**

The purpose of the Parent Education Committee is to provide speakers, educational programs, and resources to HPISD families concerning topics relevant to raising our children to become healthy and responsible young adults. Look for information regarding upcoming meetings and speakers in The Boone Barker, as well as the District weekly newsletter.

**A.L.L.- Academy of Lifelong Learning**

A.L.L.. is a district-wide organization that provides community education and enrichment classes for adults and children. It also provides the extended school day programs at HPISD campuses. The schedule of offerings can be found on the HPISD website.

**BSSU- Back-to-School Signup**

BSSU is a district-wide online student registration system. BSSU is usually held the last week of July or first week of August and can be accessed from any computer. A pink envelope is sent to all district families in July with login instructions.

**Skyward**

A website where you can view your student's report cards, manage their cafeteria accounts, and reference your BSSU receipt. Login information is the same as your BSSU login. You can find a link to Skyward on the Boone website.

**Family Giving Campaign**

The Family Giving Campaign is the most direct and efficient way to contribute directly to Boone Elementary. Family Giving brochures are mailed in July each year. Contributions are encouraged in BSSU, but are welcome throughout the year. Support at any level is greatly appreciated. All donations are tax deductible less benefits received. Please reference this year's brochure for more details.

**Gift Committee**

Funds earned from the various fundraisers throughout the year are used to directly benefit Boone Elementary and HPISD. A Gift Committee comprised of representatives from the Boone PTO meet twice a year to review requests and allocate funds.