



2024 - 2025 Parent Handbook
A supplement to the [NISD Elementary Student-Parent Handbook](#)

10785 Triana Pkwy
Helotes TX
Office (210) 398-1200
Fax (210) 695-5394

Our Mission/ Nuestra Misión:

THE LOS REYES FAMILY IS COMMITTED TO THE DEVELOPMENT OF THE WHOLE CHILD BY ENRICHING, EMPOWERING, AND STRENGTHENING OUR LONGHORN COMMUNITY.

LA FAMILIA LOS REYES ESTÁ COMPROMETIDA CON EL DESARROLLO INTEGRAL DEL NIÑO MEDIANTE AL ENRIQUECER, EMPODERAR Y FORTALECER NUESTRA COMUNIDAD LONGHORN.

Our Vision/ Nuestra Visión:

LOS REYES, THROUGH ITS LEGACY OF EXCELLENCE, IS THE PREMIER ELEMENTARY SCHOOL OF HELOTES, TX.

LOS REYES, A TRAVÉS DE SU LEGADO DE EXCELENCIA, ES LA ESCUELA PRIMARIA PRINCIPAL DE HELOTES, TX.

Mascot/ Mascota: Longhorns

School Colors/ Colores: red/ rojo + creme/crema



Administrative Team/ Equipo

administrativo

MATT SCHERWITZ - PRINCIPAL

ABRIELLE MCLAUGHLIN - ASSOCIATE PRINCIPAL

SARAH MARTINEZ- PRINCIPAL'S SECRETARY

PATRICIA IBARRA- ATTENDANCE SECRETARY

MONICA CURD- OFFICE CLERK



Meet the Specialist Team

LSSP	Cara Young
Librarian	Nallely Carrillo
Counselor	Margaret Larson
Counselor	Linda Salinas
LST	Sandra Barboza
STEM	Jill Palmer
GT	Pierre Camus
Art	Julia Colvin
Music	Gaby Montoya
PE	David Resendiz
Reading Spc.	Marilyn Wright
TSS	Steven Carrejo
MSD	Ursula Miller

Meet Cara Young

Licensed Specialist in School Psychology

More information coming soon...



Contact Information

cara.young@nisd.net

210-398-1200

Meet Nallely Carrillo

Librarian

More information coming soon...



Contact Information

nallely.carrillo@nisd.net

210-398-1200

Meet Margaret Larson Counselor

My name is Margaret Larson and I am one of the Professional School Counselors here at Los Reyes. I am proud to provide a Texas Counseling Association CREST (Counselors Reinforcing Excellence for Students in Texas) award winning developmental school counseling program. Students are supported through the four components of The Texas Model for Comprehensive School Counseling Programs. They are Guidance Curriculum, Responsive Services, Individual Planning, and System Support.

The Los Reyes Counseling Department is grateful for the opportunity to work with all students and their families!



Contact Information

Margaret.Larson@nisd.net

210-398-1200

Meet Linda Salinas Counselor

More information coming soon...



Contact Information

ermelinda.salinas@nisd.net

210-398-1200

Meet Sandra Barboza Language Support Teacher

More information coming soon...



Contact Information

sandra.barboza@nisd.net

210-398-1200

Meet Jill Palmer STEM

Mrs. Palmer is the STEM Discovery Rotation teacher. All students, ECSE-5th grade, visit STEM once every six days. She is also a Project ACORN Garden Club Sponsor, and a Longhorn Lowdown Morning Announcements sponsor. Mrs. Palmer also sponsors Summer Story Time and many STEM clubs for different grade levels.

If you want to know more about our school or how you can support or volunteer she loves to plug people in and is passionate about LRE!

Contact Information

jill.palmer@nisd.net

210-398-1200



Meet Pierre Camus Gifted/Talented

Mr. Camus is responsible for servicing students identified as "Gifted and Talented" through Northside's identification process. He also conducts testing and provides enrichment support to classroom teachers. He is an avid reader and an advocate for intellectual freedom. He encourages all students to think critically - a skill that will prove invaluable throughout their lives.



Contact Information

pierre.camus@nisd.net

210-398-1200

Meet Julia Colvin Art

Mrs. Colvin is the Art Discovery Rotation teacher. All students, ECSE-5th grade, visit Art once every six days. She is the 5th grade Art Club Club and a co-sponsor of the Longhorn Lowdown Morning Announcements. She is passionate about choice-based Art education, building relationships, and helping children foster a love for expressing themselves.

Contact Information

julia.colvin@nisd.net

210-398-1200



Meet Gaby Montoya Music

Mrs. Montoya–Stier is the Music Discovery Rotation teacher. All students, ECSE–5th grade, visit Music once every six days. She sponsors the Longhorn Chorale and Threads Club.



Contact Information

bertha.montoya@nisd.net

210-398-1200

Meet David Resendiz PE

Coach Resendiz is our energetic P.E. teacher here at Los Reyes. Students Kinder-5th grade have P.E. every other day for rotation. Our P.E. program has several schoolwide events and is always looking for volunteers. If you have any questions or concerns, our gym doors are always open.



Contact Information
david.resendiz@nisd.net
210-398-1200

Meet Marilyn Wright Reading Specialist

Hello! My name is Marilyn Wright and this is my 18th year in education. I have been a reading specialist for 11 years and this year will mark my 10th year at Los Reyes! I can tell you from experience that Los Reyes is a wonderful place to be! I'm from San Antonio and I graduated from UTSA with both my bachelor's and master's degrees. Go Roadrunners! My interests include all things related to literacy and dyslexia instruction. Some of the best parts of my job include helping kids grow in their reading skills and working with teachers to hone their craft in best literacy practices. In my free time I enjoy taking day trips with my family, shopping, baking, running, and reading. My family and I live close by in the Helotes community and my two children attend Los Reyes as well. I'm looking forward to a great year.



Contact Information

marilyn.wright@nisd.net

210-398-1200

Meet Steven Carrejo Technology Support Specialist

More information coming soon...



Contact Information

steven.carrejo@nisd.net

210-398-1200

Meet Ursula Miller Math Staff Development

More information coming soon...



Contact Information
ursula.miller@nisd.net
210-398-1200

Meet Laura Tarango Special Ed Coordinator

More information coming soon...



Contact Information

laura.tarango@nisd.net

210-398-1200

School Hours

Our instructional day is 7:45 a.m. – 3:00 p.m.

No parent walk-ins after 7:40 a.m.

School office hours are 7:00 a.m.-4:00 p.m.
Monday-Friday.

A parent dropping off a child after 7:45 will need to accompany the child to the front security window to obtain a tardy slip to admit the child to class. *Please note - **the back bus loop is not a student drop off.***



Curriculum

Based on Texas Essential
Knowledge and Skills (TEKS)

- Reading
- Language Arts
- Math
- Science
- Social Studies
- Discovery Classes (STEM, PE, Art, Music)

The state mandated curriculum (Texas Essential Knowledge & Skills, or TEKS) outlines what students should know, understand and be able to do upon completion of the school year. Refer to grade level-specific promotion requirements on the next page. Discovery classes include P.E. every other day and Art, STEM, and Music on a 6 day rotating schedule. Students also receive scheduled guidance lessons in their classrooms provided by our School Counselors. Our library is the hub of the school and is filled with resources for check out and research. All classes have scheduled visits to the library for lessons, read alouds, author visits, and for book checkout.

Northside's Guidance Curriculum

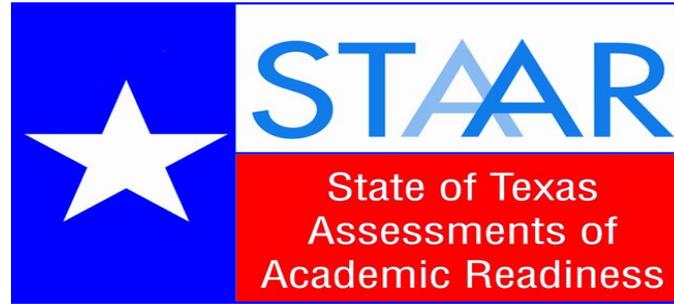
Components:

- Guidance lessons- provided in the classroom to facilitate student growth and development in the areas of educational, career, personal, and social development.
- Responsive Services- counselors intervene with or on behalf of those students in Pre-k through 5th grade whose personal circumstances, concerns, or problems are threatening to interfere with their healthy educational, personal, social, and educational development.
- System Support
- Individual Planning

Please contact our wonderful counselors for more information or visit our district website for [Guidance & Counseling](#) information.

Margaret Larson-margaret.larson@nisd.net

Linda Salinas- linda.salinas@nisd.net



Statewide Assessments

- Goal is to ensure students have the needed academic knowledge and skills to be college or career ready
 - *April 16: 3rd–5th Reading*
 - *April 23: 5th Science*
 - *April 30: 3rd–5th Math*

For testing security purposes, campus will be closed during the weeks of STAAR assessments.

How will my child's needs be met?

- Guided Reading and strategy groups to provide instruction at the student's level
- Individual Conferencing
- Small Group Instruction
- Interactive Science Notebooks
- Guided Math, small groups, and Workstations.
- Discovery Classes (Art, STEM, Music, P.E., Guidance & Counseling)
- Individualized plans (per RTI, 504, IEP plan)
- Intervention Groups (as needed)
- W.I.N. campus-wide intervention

Grading

- Grades and attendance will be taken and available 24/7 on Home Access Center.
- Grades will be updated weekly.
- A new account needs to be created each year on Home Access Center. <https://www.nisd.net/parents>
- Student will be graded on:
 - Daily Work
 - Special Projects
 - Assessments

Redo/ Retakes/ Reteach

- Students who do not receive a passing grade on an assignment will be provided opportunities to redo or retake the assignment for which they received a failing grade.
- Teachers will provide re-teach to students who do not master the concepts and skills on these assignments or assessments.
- In addition, students are expected to make up work that is missed due to absences.



Character Counts

We will celebrate students that exhibit Pillars of Character through our Longhorn Roundups.

- **Trustworthy** - be honest, don't deceive, cheat or steal. Have integrity to do what you say you will do. Keep promises and be loyal to your values.
- **Respect** - Follow the Golden Rule, be accepting of differences, be courteous, deal peacefully with anger, and be considerate of others feelings.
- **Responsibility** - do what you are supposed to do, try your best, persevere, be self disciplined, think before you act and be accountable for your words, actions and attitudes.
- **Fairness** - play by the rules, take turns/share, be open minded, listen to others and don't take advantage of others.
- **Caring** - be kind, be compassionate, express gratitude, and forgive others.
- **Citizenship** - do your share to make you home, school, and community better. Cooperate, be a good neighbor, make choices that protect the safety and rights of others, and protect the environment.



Learner Profiles

In Northside, every student will be:

Learner Profiles	Who Are We?
1. Collaborators 	We work together to accomplish a shared, common goal.
2. Communicators 	We share thoughts, ideas, and questions while listening to those of others.
3. Creators 	We design new ideas, techniques, concepts, or products.
4. Innovators 	We improve existing ideas in unique ways.
5. Leaders 	We model the way while encouraging others.
6. Learners 	We seek to deepen knowledge and understanding.
7. Critical Thinkers 	We analyze, consider, and question information from all sources.
8. Solution Finders 	We recognize a problem and work toward solving it.

Student Assigned Devices

Access to the District's technology resources, including computers, the Internet, and other computer resources is made available to students for instructional use. Access to District's technology resources, including computers, the Internet, and other computer resources is a privilege, not a right. All students and parents are required to acknowledge receipt and understanding of all policies of use each year, this is the AUP (acceptable use policy).

Acceptable use includes Noncompliance may result in suspension of access or termination of privileges and other disciplinary action consistent with District policies.

Each student or the student's parent/guardian is responsible for all instructional material and technological equipment. Parents/Guardians can/will be held responsible for paying to repair/replace a device for a student who fails to handle devices in an acceptable manner and Depending on if the damage was determined to be accidental, intention, or neglect.

Parents will be notified of damaged/broken devices.



School Supplies

- Supply lists are available on the school website.
- School supplies may need to be replenished throughout the school year.
- Please let us know if you are in need of assistance with obtaining any supplies for your child. Our counselors have free school supplies available for families going through special circumstances.

School & Home Communication

- Weekly **Classroom Newsletters**
- **Class Dojo** communication app
- Principal's **Longhorn Monthly** Newsletter
- 24/7 Access to Attendance & Grades Online via **Home Access Center** (HAC)
- **School Website** - www.nisd.net/losreyes
- **School Messenger**—District departments and campuses send call outs, text messages, and e-mail notifications with important information. Click here for [help](#) or to [sign in](#).
- **NISD Mobile App**—Parents can download our free app to receive district notifications, including notices about school closures.
[Apple App Store](#) [Google Play](#)



Student Expectations

- Complete daily assignments
- Dress Code: The policy allows for the wearing of shorts by all students (Pre-K -12) as long as the shorts are mid-thigh length or longer. As with the previous policy, the final determination of acceptable dress and grooming rests with the campus principal or his/her designee. Guidelines for the new dress and grooming policy are linked.
- Follow Student Code of Conduct. For more information and range of consequences, reference Section C in the NISD Student-Parent Handbook.
- [English](#)
- [Spanish](#)
- Great attendance (>5 absences) and engagement is critical.

Attendance

Parents are required by Texas Compulsory Attendance Law to ensure their child(ren) are in school the full day of instruction (7:45 a.m.–3:00 p.m.) every day of the school year. Children who are absent miss valuable instruction. Absences affect the quality of a student's work and negatively impacts the child's learning.

All absences (excused or unexcused) count toward the compulsory attendance 90% rule. Students missing more than 10% of the school year are at risk of retention.

When a child is absent or tardy from school, the parent or guardian must send a note with parent signature within 3 days, explaining the reason for the absence upon the child's return to school. A phone call will NOT be used as documentation towards an absence.

All notes must include:

- The date of the note
- The name of the child
- The student ID # (lunch number)
- The date of the absence or tardy
- The specific reason for the absence or tardy
- The parent's signature

An absence may be excused when there is an acceptable cause such as personal illness, death in the family, or valid family emergency. **Vacations are not an acceptable cause for an excused absence** from school. When a student's absence for personal illness exceeds three consecutive days, a statement from a physician or health clinic verifying the illness or other condition should be provided. Failure to provide any note within 3 days will result in an unexcused absence.

Attendance continued

<u>Absences Excused</u> <u>Excused with a Note</u>	<u>Absences Unexcused Even</u> <u>with a Note</u>
Illness <input type="checkbox"/>	Car Trouble
Medical Appointments	Missed Bus
Religious Holidays	Overslept
Funerals of Immediate Family	Family Business (including trips)
Court Appointments with Subpoena	Errands for or with Parents
*All above are unexcused without a note	Vacations

Tardies

7:45 AM. Excessive tardies may result in an Attendance Warning Notice.

Early Outs

Early outs are when a student is signed out early and picked up from school before 3:00 PM. It is considered to be a partial day absence. Documentation for an appointment must be submitted within 3 days of the early-out. Attendance Warning Notice may be issued for excessive Early Outs. For safety reasons, students will not be released to parents between 2:30 and 3:00.



Dads of Great Students:

- National innovative program focused on the prevention of violence in our schools by using the positive influence of fathers and father-figures.
- Interested fathers must complete the [Background Check Form](#) and have a [PTA membership](#).

Serves a two-fold purpose:

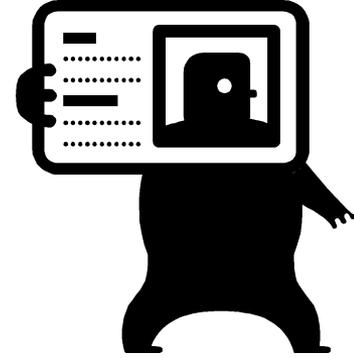
- to provide an unobtrusive presence in schools, and
- to be a positive and active role-model for the children at their school.

★ **Watch DOGS will be able to volunteer on Fridays only.**

Volunteers

- For the safety and security of our students, All Los Reyes Volunteers will be required to complete and clear the [Background Check Form](#) quarterly.
- Must have valid license or state issued I.D. **EACH TIME** you come on campus and get signed in through our Raptor System.
- Volunteers may acquire a Fast Pass.

Raptor Sign-In System



The Raptor System screens guests for those who may pose a threat to students.

- Sign in 7:00 am – 3:00 pm
- Must have valid license or state issued I.D. **EACH TIME** you come on campus. Only exception is a Fast Pass.
- I.D. scan will be required for walking your child in during arrival (unless you have a Fast Pass). No exceptions!
- I.D. scan will be required for all visitors and volunteers coming in for meetings, volunteer work, etc.
- Please wear the provided visitor's badge while on campus.
- Return badge before leaving.
- There is no access to the building after 3:45 pm unless pre arranged with a staff member.



ARRIVAL



- **Drop off in the loop is from 7:00 am-7:40 am.** After 7:40 am, we do not have any more staff on duty in the front drop-off loop. After 7:45 am, your child will be documented as tardy.
- **Walking students into the building-** Parents may walk their child into the building up until **7:40 only**. If you do not acquire a Fast Pass, you must have your picture ID or driver's license scanned through our Raptor system daily.
- **Please have students here by 7:20am** if they need breakfast. Breakfast is served in the cafeteria until 7:40. Instruction starts promptly at 7:45am.
- **All parents must sit at the parent table during breakfast.**

DISMISSAL



Car Pick up - We ENCOURAGE everyone to STAY IN their cars. Each child has been assigned a unique number for pick-up.

- Please make sure you have those numbers daily in your vehicle. It is best to have numbers posted and visible to help with the flow of dismissal. This will make the pick up process efficient and quick.
- Students do not exit the building until we have notified the teacher of your arrival.
- As we load the cars it is safest to load from the passenger's side of the car. It is not safe for students and teachers to walk in-between cars.
- Car tags are color coded by grade level . Additional copies may be requested at any time.

Parents that walk up should stand either by the flagpole or by the side gate. A staff member will bring the child to the parent. Parents should NOT BLOCK THE FRONT ENTRANCE DOORS.

Thank you all for your patience and helping us keep everyone safe at pick up!

Fast Pass for Frequent Visitors

- If you want to avoid long lines at arrival when walking your child into the building, you can secure your fast pass by completing the NISD [Background Check Form](#).
- Please note that background checks may take up to 10 business days to clear.
- Fast Passes must be renewed each quarter.
- Background Checks also serve for volunteer purposes.

School Meals/ lunches



- Due to a change in federal law, school meals will no longer be offered at no cost to all students this school year. You may load money to your child's meal account at [school cafe](#). Click here for [instructions](#).
- The new MealViewer online interactive menu has launched and can be found at: <https://schools.mealviewer.com/school/LosReyesElementarySchool>
- If you are joining your child for lunch or breakfast you must eat at the Parent Table and **only with your child**.
- Parents may not bring outside food for any other child but their own. Due to limited space, please be mindful of the number of guests.
- Please contact the school office at 210-398-1200 and ask to speak to our cafeteria manager with any questions or concerns regarding meals, health restrictions, or special diets for your child/children.
- If you think your child may qualify for free and reduced lunch benefits, [click here](#).

Medications & Nurse

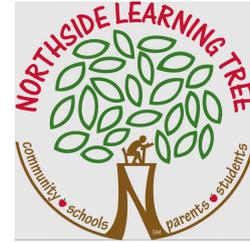
School Nurse: Yvette Haynes, RN
Josephine Keller, LVN

All medication should be taken directly to the school office by the parent. Do NOT send medication with a child or in their backpack.

- Medication (both prescription and over-the-counter) can only be administered with a physician's order and a parent note.
- No medications are allowed in the classroom (including over-the-counter items such as cough drops, Tylenol, etc.), nor may students administer their own medication.
- Leftover medication *must* be picked up by the parents as students may take home only empty containers.



Learning Tree



Registration for the 2024-2025 School Year:

Are you seeking on-site after-school enrichment for the 2024-2025 school year? Register for the Learning Tree/Club LT After-school Enrichment Program.

Are you seeking on-site after-school enrichment for the 2024-2025 school year? Register for the Learning Tree/Club LT After-school Enrichment Program beginning March 25, 2024.

After-school programming is available at all district elementary and middle school sites. The monthly tuition for the Elementary School program is \$255 monthly per student and for the Middle School program is \$155 monthly per student. An annual \$40 non-refundable registration fee per child is due upon registration. Tuition is due on the 27th of the month prior to the month of attendance. The hours of operation are from school release to 6:30 pm. Space is limited.

Reduced tuition is available for families meeting the USDA Income Eligibility Guidelines in the Elementary School program only. Reduced tuition rates are subject to availability and qualification.

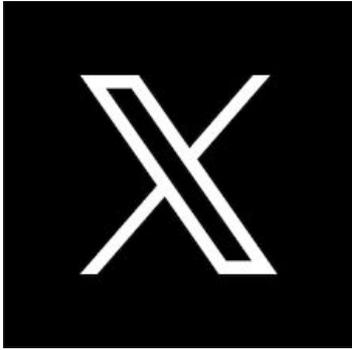
More information can be found at <https://www.nisd.net/district/after-school>.

Special Days



Birthdays:

- Parents may drop off **store bought**, individually wrapped items to be disseminated at the end of the instructional day by the teacher.
- Acceptable food items include: store bought cookies, cupcakes, candy bags, doughnuts. Please ask teacher about food allergies.
- Purchasing any meals (pizza, happy meals) for the whole class to celebrate a birthday will not be permitted. Providing these type of meals will be reserved for the two school classroom parties (Winter Party and End of Year).
- **Balloons are not permitted.**
- Parents are not allowed to join the class for birthdays.
- Birthday party invitations will only be distributed in class if **ALL** students are invited.
 - For boys only parties: all boys in class must receive an invitation.
 - For girls only parties: all girls in class must receive an invitation.



@NISDLosReyes



NISDLosReyes

Stay connected with all the fun
"happenings" in Longhorn Land
via our X and Facebook Page!

Support Los Reyes PTA

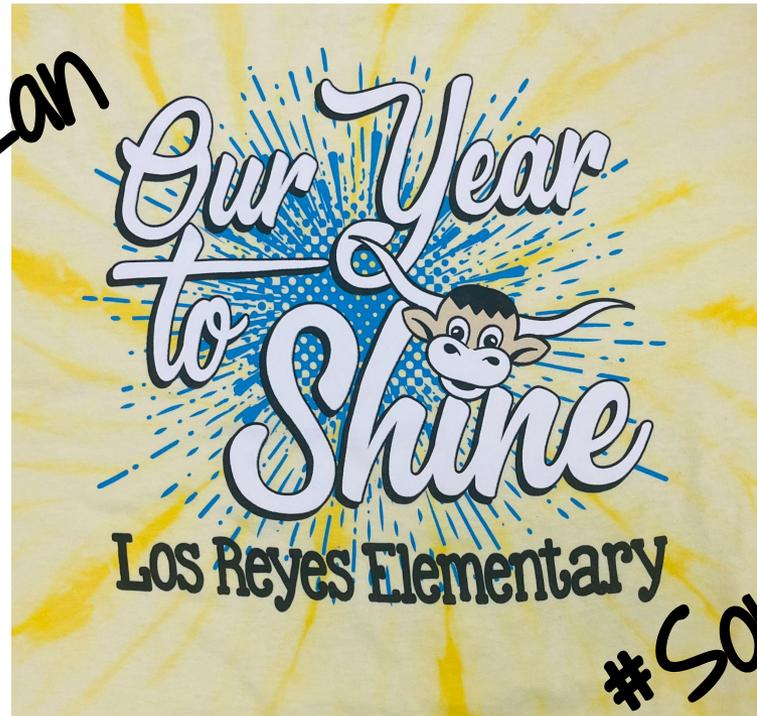
- 100% Membership Goal for Staff & Parents
- Please support PTA by becoming a member at www.joinpta.org only \$10.50 (+\$1.50 processing fee). Be sure to select Northside ISD as the district and Los Reyes Elementary as the PTA.
- Studies show that students with involved parents have greater academic achievement!

WE NEED YOU PARENTS!

Together we'll be successful!



#LonghornLand



#SamosLonghorn

Thank you for your^s support!
Together, we'll make this
a great year for your child!