

Aldridge Elementary
720 Pleasant Valley Lane
Main # (469) 752-0000
Fax # (469) 752-0001

2023-2024



School Motto

Aldridge - Knowing, Developing, and Building, doing what's best for kids

School Mission

Provide quality meaningful educational experiences creating a foundation for every child to succeed in developing the ultimate “you”. Enter to learn, Leave to succeed.

School Vision

Aldridge Elementary promotes lifelong learners in a nurturing environment where learning flourishes, growth is empowered and all experience a sense of value and accomplishment through leadership opportunities, collaboration, and contributions to the global community with discipline and creative thinking.

Beginning of the Year To Do's

- Set up your account in Parent Portal. Complete Emergency Card in Parent Portal updating contact information **done yearly at beginning of July**
- Give or not give consent for pictures for Yearbook, Publications and Display of Artwork, Student Use of internet, Electronic Transmittal of Student Records, Student Code of Conduct, Student Technology Equipment Checkout
- Sign Truancy Letter of Agreement
- Sign PTA Consent Form
- Be sure your Ocelot's Teacher knows how they will go home for the year. Obtain Dismissal Cards from your teacher or the office.
- Complete FANS free/reduced lunch application via online if needed. **Must complete each year**
- Become a PTA member and sign up for volunteering opportunities.
- Inform my Ocelot's Teacher of interest in volunteering.
- Inform my Ocelot's Teacher of student's t-shirt size.

Welcome to Aldridge Elementary!!

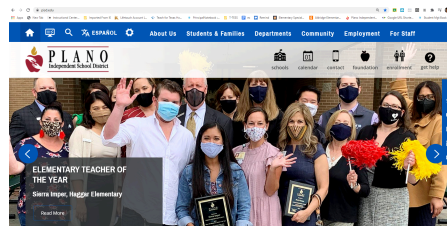
Once you've enrolled your child at a PISD school, an identification number is assigned. Before school starts, you will be given the six digit number. You'll use this number to register your student through the Parent Portal.

In addition to providing direct access to our Parent Viewer information (grades/attendance), Parent Portal serves as the primary resource for all of the services provided online to our parents. This site gives you direct access to your child's classroom information, registration to your child's campus eNews, district-wide information, registration for summer programs and links to other often used services, including PASAR.

To access the *Parent Portal*, go to www.pisd.edu, scroll down and click on the parent portal which is on the right side. On the left side, select *Create New Parent Portal Account*. (Note that information must exactly match what was entered on the New Student Registration Form you completed during enrollment or the account will not be established.)

Your student's ID number is: student name – student id

It is important to know your student ID, as this is the information that identifies your Ocelot and will be used routinely throughout the year.



You'll set up the login/password and information on your student, including their ID#. If you have multiple children in PISD schools, you need only register one child; the others should be linked.

Please scroll down to *Student Registration* and click the links for *Emergency Card* and *Registration Forms*. These are necessary to complete the registration process. These forms must be filled out every year, after August 1. You'll use your same email address and password login information.

If you have further questions or need help using this service, please send an email with your request to parentportal@pisd.edu. Please include your student's name, ID

number and campus. Or you may call the help desk at 469-752-8767. Business hours are: Monday-Thursday 7:00 AM–6:00 PM and Friday 7:00 AM–5:00 PM.

Important links you will want to keep on file for the district:

- Parent Portal <https://parentportal.pisd.edu/Login.aspx>
- Attendance <https://www.pisd.edu/truancy>
- Bullying Allegations <https://www.pisd.edu/Page/25476>
- FANS (cafeteria) <https://www.pisd.edu/Page/15048>
- School Cafe (lunch payment) <https://www.schoolcafe.com/pisd>
- Parent Policy Guide <https://www.pisd.edu/Page/286>
- Student Code of Conduct <https://www.pisd.edu/Page/947>
- Resolving Conflict <https://www.pisd.edu/complaintresolution>
- Dress Code <https://www.pisd.edu/Page/1756>
- Student Voluntary Accident Insurance <http://markel.sevencorners.com>
- Plano ISD Academics <https://www.pisd.edu/Page/181>

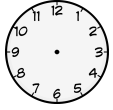
August 2023

Dear Aldridge Students, Parents, and Guardians:

Welcome to Aldridge Elementary! We are looking forward to a great school year. The following information should be helpful to you throughout the school year, but if you have any questions, please feel free to contact our office for additional information. This Parent Handbook supports the district's policies such as the Code of Conduct and Dress as outlined in the Student/Parent Policy Guide.

Staying Connected to Aldridge

AntréShawn Buhl	Principal	antreshawn.buhl@pisd.edu	469-752-0010
Rebekah Sutton	Assistant Principal	rebekah.sutton@pisd.edu	469-752-0011
Ngina Hardy	Counselor	ngina.hardy@pisd.edu	469-752-0015
Kristen Carlson	Office Manager	kristen.carlson@pisd.edu	469-752-0003
Stephanie Butler	Registrar/Secretary	stephanie.butler@pisd.edu	469-752-0002
Brittany Moore	Nurse	brittany.moore@pisd.edu	469-752-0009
Kimberly Parker	ESL Specialist	kimberly.parker@pisd.edu	469-752-0007
Tiffany Turner	Dyslexia Specialist	tiffany.turner@pisd.edu	469-752-0055
Chrystal Mathis	PACE Specialist	chrystal.mathis@pisd.edu	469-752-0052
Sarah Tanco	Instructional Specialist/504 Facilitator	sarah.tanco@pisd.edu	469-752-0030
Michelle Holloway	Librarian	michelle.holloway@pisd.edu	469-752-0027
Silvia Ramon	FANS Manager (Cafeteria)	silvia.ramon@pisd.edu	469-752-0008
Kathleen Sekula	PTA President	President@aldridgepta.org	



School Hours: 7:40am-2:55pm

Office Hours: 7:00 am-3:30pm

Tardy Bell: 7:40am

Enter to Learn.....Leave to Succeed

School Colors: Red, White and Blue

School Mascot: Ocelot

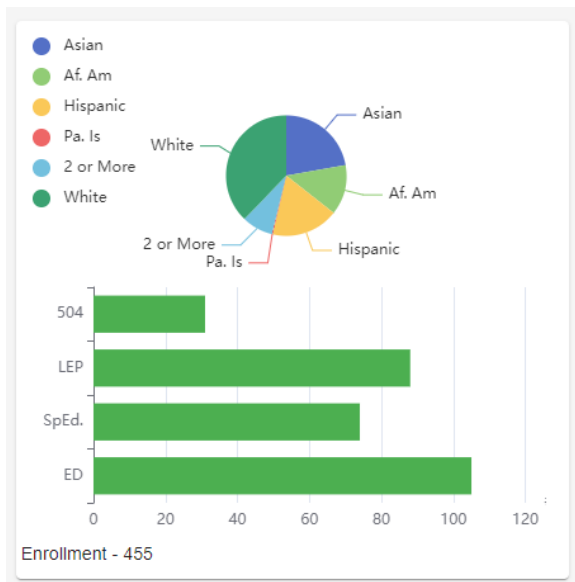


All About Ocelots

Latin Name: Leopardus pardalis
Class: Mammalia
Order: Carnivora
Family: Felidae
Conservation status: Least concern

Leopardus pardalis is the taxonomic name for ocelots and means "like a leopard," but there are no leopards where ocelots are found. They got their name from the Aztec word "tlalocelot," which means field tiger.

Student Enrollment: on average 450-550



School Master Schedule

2023-2024 Schedules					
Grade	Specials Time		Lunch Time		Recess Schedule Time
Specials	7:55-8:45		11:35-12:05		
1	8:50-9:40		11:30-12:00		12:00-12:30
Kinder	9:45-10:35		12:00-12:30		12:30-1:00
2nd	10:40-11:30		12:30-1:00		1:00-1:30
4th	12:05-12:55		10:30-11:00		10:00-10:30
5th	1:00-1:45		10:40-11:10		10:10-10:40
3rd	1:55-2:45		11:15-11:45		10:45-11:15
Assembly Schedule				Party ONLY Schedule	
Grade	Specials	Lunch	Recess	Specials Time	Grade
Specials	9:00-9:40	12:00-12:30		7:55-8:45	1
1	9:45-10:25	11:30-12:00	12:00-12:30	8:50-9:40	K
K	10:30-11:10	12:00-12:30	12:30-1:00	9:45-10:35	2
2	11:15-11:55	12:30-1:00	1:00-1:30	10:40-11:30	5
4	12:35-1:15	10:30-11:00	10:00-10:30	12:05-12:55	4
5	1:20-2:00	10:40-11:10	10:10-10:40	1:00-1:50	3
3	2:00-2:40	11:15-11:45	10:45-11:15	1:55-2:45	Specials
Early Release Schedule					
Grade Level	Lunch--sack lunch style and in classrooms				
Kinder	10:00				
1st	10:10				
2nd	10:20				
3rd	10:30				
4th	10:40				
5th	10:50				

Lunch Visitors

Per PISD Guidelines: Parents will be allowed to eat lunch with their child at school at campuses where space is available.

- Please check with your campus.
- Student Only--no friends allowed
 - Parents may **not** sit with their child's class

There will be three (3) designated tables in addition to picnic tables outside available for parents/families on the designated days. In order to ensure fairness, tables available are on a first come basis. Please be sure seating is **ONLY** at designated tables.

Group	M	T	W	Th	F
Parents	✓				✓
Students		✓	✓	✓	

Calendar of Events (as of 5-17-23)

Aldridge Calendar of events are updated weekly via campus smore and link provided.

<http://tiny.cc/23Cal>

District Calendar:



2023-2024

ACADEMIC CALENDAR

JULY | JULIO 2023

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24/31	25	26	27	28	29

AUGUST | AGOSTO 2023

S	M	T	W	T	F	S
	July 31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER | SEPTIEMBRE 2023

S	M	T	W	T	F	S
						1 2
3	4	5	6	7	8	9
10	11	12	13	14	15	16*
17*	18	19	20	21	22	23
24	25*	26	27	28	29	30

OCTOBER | OCTUBRE 2023

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER | NOVIEMBRE 2023

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DECEMBER | DICIEMBRE 2023

S	M	T	W	T	F	S
						1 2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25*	26	27	28	29	30

Important Dates

Jul 27–Aug 1 New Teacher Professional Learning

Aug 2-8 Staff Days*

Aug 9 **First Day of School**

Sep 4 Labor Day Holiday

Oct 9 - 11 Student/Teacher Holiday

Oct 12 & 13 Staff Day/Student Holiday*

Nov 7 Staff Day/Student Holiday*

Nov 20–24 Thanksgiving Break

Dec 21 Student Early Release

Dec 22 Professional Learning Trade Day

Dec 22–Jan 5 Winter Break

Jan 8 Staff Day/Student Holiday*

Jan 9 **2nd Semester Begins**

Jan 15 MLK Day Holiday

Feb 19 Professional Learning Trade Day

Feb 19 Student Holiday

Feb 20 Staff Day/Student Holiday*

Mar 11–15 Spring Break

Mar 29 Student/Teacher Holiday

Apr 22 Student/Teacher Holiday

May 24 Student Early Release/Last Day of School

*May include professional learning, parent conference, extended planning or individual work time.

Key

- First and Last Days of School
- Staff Day/Student Holiday*
- Student/Teacher Holiday
- New Teachers Only
- Student Early Release
- Professional Learning Trade Day
- Start | End of Grading Period

CALENDAR SUBJECT TO CHANGE

JANUARY | ENERO 2024

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY | FEBRERO 2024

S	M	T	W	T	F	S
					1	2 3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

MARCH | MARZO 2024

S	M	T	W	T	F	S
						1 2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31*	25	26	27	28	29	30

APRIL | ABRIL 2024

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10*	11	12	13
14	15	16	17	18	19	20
21	22	23*	24	25	26	27
28	29	30				

MAY | MAYO 2024

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE | JUNIO 2024

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17*	18	19	20	21	22
23/30	24	25	26	27	28	29

174 Instructional Days

First Semester	Second Semester
Aug. 9 - Oct. 6 (42)	Jan. 9 - Mar. 8 (41)
Oct. 16 - Dec. 21 (43)	Mar. 18 - May 24 (48)

STAY INFORMED





@PlanoISD @plano_schools www.pisd.edu

rev. 12.07.22

How we communicate with you

We communicate in multiple ways so that you as parents and community members are well connected. Weekly communication is sent out to ensure all are informed of any upcoming events and changes. Please be sure to favorite the following forms of communication:

PISD District Website	www.PISD.edu
Aldridge Website	https://www.pisd.edu/aldridge
Seesaw	
PTA Website	www.AldridgePTA.org
Facebook	https://www.facebook.com/AldridgeOcelots
Twitter	@AldridgeOcelots
Smore	https://www.smores.com/u/adminteam
School Messenger	https://go.schoolmessenger.com/
PISD Calendar	https://www.pisd.edu/calendar22-23

Free email news service designed for parents, community members and students

Aldridge Staying Connected Links for Parent Communication Board



you can use!

<u>TEAMS</u>	<u>SMORE LINK</u>	<u>Team Leaders</u>
Kinder	https://www.smores.com/u/aldridgekinder	Kathy Lenoir
1st GRADE	https://www.smores.com/u/aldridgefirst	Maggie Parnell
2nd GRADE	https://www.smores.com/u/aldrigesecond	Jennifer Chapel & Christina Maurer
3rd GRADE	https://www.smores.com/u/aldridgethird	Lysa McLaren
4th GRADE	https://www.smores.com/u/aldridgefourth	Leslie McDowell
5th GRADE	https://www.smores.com/u/aldridgefifth	Lisa Bryan
ADMIN	https://www.smores.com/u/adminteam	Antre'Shawn Buhl

Frequently Asked Questions

What is the earliest my child can be dropped off?

A: Front doors open as early as 7:00 am. Any student arriving between 7:00-7:25 am must go directly to the gym. Dismissal Bell to class rings at 7:25 am.

What are the school hours?

A: School hours begin at 7:40 am and dismissal is at 2:55 pm. Any student arriving after 7:40 am is tardy. School is dismissed at 2:55. Any student being picked up after 2:55pm is also considered tardy. A pattern of tardies can lead to the filing of truancy.

B: ATTENDANCE LINE – (469)752-0000, #1, #3

When your child is going to be late or absent, please call our ChildSafe line so that we know why your child is not in school. Please call (469) 752-0000, Press 1 for English, Press 3 to leave a message with the student's name, teacher's name and reason for the absence. When your child returns, please send in a note with a parent signature and the reason for the absence. Students must be in their seats by 7:40 am. Tardy slips are issued after 7:40 am. Official attendance time is at 9am.

How will my child's teacher communicate with me?

A: Grade levels use a variety of ways of communicating with their parents. Each grade level has a weekly smore, in addition to emails. Newsletters may be another form of communicating. Teachers utilize their planning time or after school hours to contact parents.

B: Staff have designated planning times scheduled daily to allow for planning, parent/teacher conferences, and meetings. Please utilize these times to be in contact with your Ocelot's teacher. All staff will respond to communication within a 24 hour turnaround time.

Is breakfast provided for all Ocelots?

A: Each Ocelot has the opportunity to apply for Free/Reduced lunch by completing the application. Applications are good for one school year **ONLY. Be sure to apply in time if you are in need of additional resources.** The cafeteria serves breakfast from 7:05-7:35 am. The cost of breakfast is dependent on your Ocelot's eligibility. Free/Reduced lunch prices are different from the daily cost of breakfast.

May I have lunch with my child?

A: We welcome you to come and eat with your Ocelot. There will be designated spots for lunch to take place. All visitors must bring a Photo ID and arrive a little before lunch to allow for a smooth transition. Visitors cannot eat with other Ocelots. Lunch is strictly for your Ocelot only. We ask that lunch visits be a treat for our students on special celebrations rather than daily/weekly. This allows our students to be able to interact with their peers and gain independence. All lunch visitors can only have lunch with their child and within the designated seating areas.

Lunch Visitors

Per PISD Guidelines: Parents will be allowed to eat lunch with their child at school at campuses where space is available.

Please check with your campus.

- Student Only--no friends allowed
- Parents may **not** sit with their child's class

There will be three (3) designated tables in addition to picnic tables outside available for parents/families on the designated days. In order to ensure fairness, tables available are on a first come basis. Please be sure seating is **ONLY** at designated tables.

Group	M	T	W	Th	F
Parents	✓				✓
Students		✓	✓	✓	

Are volunteers welcomed?

A: Aldridge has open opportunities for all parents and community members to get involved. Any volunteer to Aldridge must complete the annual background check at plano.voly.org. Office staff/teachers are always in need of assistance for small projects. All visitors will need their photo ID and adhere to maintaining confidentiality and the safety of all Ocelots. Stay connected with your child's teacher.

My child is continuously coming home upset with interactions that are occurring between them and another student. What should I do?

A: In the event that your child shares something of concern with you, please contact your child's teacher immediately first. It is important that parents and teachers have an open line of communication with concerns so that they can be addressed and a plan put in place.

There's been a change in dismissal for my child, what do I do?

A: The school staff will deliver only EMERGENCY telephone messages. After-school plans must be made ahead of time. If parents change a student's after-school arrangements, they should send a signed written notice to the school office. (If the school does not have a written note, the student will follow the usual routine.)

B: All changes to dismissal are required to be made by 2:00 pm that day. You must notify the front office, classroom teacher, and PASAR (if applicable). To ensure the safety of all students, last minute changes will not be honored. We ask that you communicate in advance of changes and limit the amount of times changes are made.

I will have someone different picking my Ocelot up for dismissal, who do I need to communicate with?

A: Please be sure to notify your Ocelot's homeroom teacher and the front office (Mrs. Butler). Including both staff members ensures that your Ocelot is dismissed the correct way. If your Ocelot is a carpool rider, the designated friend/family member will be required to have a dismissal card to be released by staff.

We will need to take a long length of absence outside of ten school days (out of country, state, anything outside of medical reasons), what is the process?

A: If your child will miss more than ten school days, you will need to come in to complete a formal withdrawal from Aldridge with the campus Registrar. Although we make every effort to have the student return to their homeroom teacher, there is no guarantee as our enrollment changes regularly.

My Ocelot has a birthday and I want to have treats/balloons delivered. Is this allowable and what time do I need to deliver?

A: We ask that these not be delivered as they interrupt the instruction for all Ocelots. In the event you deliver any of the following: Floral arrangements, singing telegrams, balloons, etc. they will not be delivered to students during the school day and the student will have access to pick them up from the front office at dismissal time.

B: All treats (cupcakes/cookies) are recommended to be individually wrapped for the number of students in the classroom. The birthday Ocelot will be responsible for handing out treats. Students are not required to accept the treat. Please be mindful of allergies within the classroom. Unsure, your Ocelot's teacher will be able to update you.

What bus routes/apartments come to Aldridge?

A: The buses for Aldridge drop off and pick up in the bus lane off of Custer (east side) every morning and afternoon for currently enrolled Aldridge students:

- Apartments in the Walk Zone – Fare Busing (Pay to Ride) is NOT AVAILABLE:

Foundation at CityLine

Royal Arms

The Knoll on Canyon Creek

Pepper Place

- Apartments in the Walk Zone – Fare Busing (Pay to Ride) is available:

The Flats at Palisades

The Lofts at Palisades

- Apartments with Free Busing (Aldridge zone):

Marquis at Waterview

Estates of Richardson

The Pradera

Creekside Townhomes

Homes of Prairie Springs

Cortland Canyon Creek

- Apartments with Free Busing (Mendenhall / Aldridge Option zone):

Axis 110

Alexan Crossings

Vantage at Spring Creek

Reserve at Spring Creek

Canterbury Court

Villages at Clear Springs

How important is it for my child to be in attendance the entire day?

A: Curriculum is taught from the start of the day until the end of the day. Any missed time of instruction can cause a student to fall behind as well as miss an assignment. We ask that all doctor appointments, vacations, and scheduled plans be limited during school hours. (<https://www.pisd.edu/Page/947>)

What process should I follow if I am unhappy with what is occurring in my child’s classroom/campus environment?

A: The most direct route to resolving a concern is to work directly with the person involved, (teacher, coach, etc.). A great majority of questions and concerns are resolved by a conversation between those involved. (<https://www.pisd.edu/complaintresolution>)

Resolving Complaints & Concerns

Plano ISD is dedicated to caring and our goal is to provide excellent service to our families and community. This page provides details on how to get your questions answered, provide feedback or resolve concerns in the shortest amount of time possible. In order to expedite resolving your concerns, the Plano ISD Board of Trustees and leadership team encourage students and families to communicate with the appropriate teacher, principal or other campus administrator who has the authority to address the concerns. Issues should be expressed as soon as possible to allow early resolution at the closest possible administrative level. Individuals who have not followed this communication protocol will be directed to the appropriate step based on the circumstances, which may prolong the resolution process.

Step 1: Contact the Campus Staff Member +

Step 2: Contact the Campus Administrator +




Step 3: Follow Topic-Specific Steps +

My Ocelot is being bullied, what is the process we need to follow to address these concerns?





A: Immediately contact the Administration team. All bullying allegations are taken seriously. By law, school districts are required to conduct a thorough investigation and give due process to all parties involved. As a result, there can be the impression that the school or district is not doing anything or working fast enough. Please know the district is being meticulous to ensure that any investigation is being done correctly and fairly.

RUDE, CONFLICT, BULLYING:
WHAT'S THE DIFFERENCE?

All bullying is mean, but not all mean behavior is bullying.



<p>RUDE Being unkind to someone</p> 	<p>CONFLICT Disagreement or argument in which both sides express their views</p> 	<p>BULLY Trying to hurt, harm, or humiliate another person</p> 
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Verbal, social, physical, and cyberbullying involve the characteristics listed:

<p>Unwanted</p> 	<p>Aggressive</p> 	<p>Imbalance of Power Power can mean the person bullying is older, stronger, bigger or more popular.</p> 	<p>Repetitive</p> 
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UPSTANDER Someone who takes action against bullying behavior

BULLYING IS UNACCEPTABLE AND WILL NOT BE TOLERATED IN PLANO ISD.

What is Bullying?

Bullying is targeted, intentional and repetitive with an imbalance of power. It is a pattern of behaviors that harms a child.



The following actions are taken upon completion of the bullying investigation:

- Limit interactions between the claimant and respondent
- Speak with all parties involved and get written statements
- Determine if it was a one time incident
- Identify who all was the incident(s) reported to
- Contact the respondent's parents
- Follow up with results (10 business days is the allotted time to complete an investigation; and can be longer dependent on campus needs)

The Ins and Outs--Information I may need



Plano ISD Attendance - On Time and Present to School
Everyday!

ATTENDANCE

<https://www.pisd.edu/truancy>

Truancy

The truancy prevention program helps parents and students learn and understand more about truancy and the impact it has on student education. The Plano Independent School District is committed to assisting all of our students in reaching their educational potential and becoming productive citizens. Plano ISD believes that staff, parents, and students must work together to ensure students attend school every day.

Texas requires a child who is at least 6 years of age, or who is younger than 6 years of age and has previously been enrolled in first grade, and who has not yet reached his/her 19th birthday to attend school unless exempt by Sec. 25.086. Upon enrollment in pre-kindergarten or kindergarten, a child shall attend school. A person who voluntarily enrolls in school or voluntarily attends school after the person's 19th birthday shall attend school each school day for the entire period the program of instruction is offered and is subject to the same requirements for compulsory attendance for students under 19 years of age .TEC Sections 25.085, 25.086.



Review 360 & DISCIPLINE

Review 360 is a formal way for the campuses to document positive affirmations and disciplinary actions. Any professional staff that has witnessed positive and or disciplinary concerns may enter a review 360. Communication is sent through the program of Review 360 (noreply@mail.services.pearsonclinical.com), unless the staff member sends directly from their district email.

Aldridge follows the district school code of conduct. To find out more information please read the [Student/Parent Policy Guide](#). Here are the ways the campus communicates about incidents that occur:

- Teacher contacts parents
- Report sent from Review 360 of the offense
- Administration team (Principal, Assistant Principal, or Counselor) contact parents-- if the offense warrants Administration intervening.

Disciplinary behaviors exhibited from your child that would cause notification from the Administration Team:

- Racial slurs
- Allegations of bullying
- Fighting. Committing physical abuse
- Verbal or physical abuse
- Disrespectful towards students and or staff
- Inappropriate physical/sexual conduct disruptive to other students
- Theft of high value items (student/staff/campus items)
- Verbal/inappropriate language
- Destruction of school property
- Physical aggression towards staff/students
- Continuous student code of conduct violations

Types of discipline management utilized by Aldridge Staff:

- Timeout
- Rotations among classroom teachers
- Contacting parents
- Counseling by teachers, Counselor, Administrative team
- Behavior/success contract
- Verbal correction
- In-School/Out-of-School Suspension
- After school Detention
- Confiscation of item
- withdrawal/restriction of bus privilege
- Change in seating/Independent work station
- Student reflection form
- Miss recess/Independent lunch
- Community service
- Loss of privileges (lunch with peers, recess, technology)
- Safety plan

Academic Achievement

Kinder through Second grade do not issue report cards but utilize student portfolios to determine the student’s progress. There are a total of three parent/teacher conferences throughout the year for teachers to review your child’s work and work habits.

Prekindergarten, kindergarten, first, and second grades in the Plano schools utilize portfolio assessment and conference reporting to parents. A portfolio is a systematic and organized collection of evidence used by the student, teacher, and parent to monitor growth of the student’s knowledge. Skills and concepts which students are developing at each grade level are documented with examples of work.

Grades three through five utilize report cards to determine the student’s progress. All progress and grades are based on grade level TEKS (Texas Essential Knowledge and Skills). Letter grades are given in the following areas: Specials, Handwriting, Work habits/Study Skills and Citizenship. These grades are determined by multiple requirements (please see grade level for specifics). Assessments throughout the year include the following:

Applicable to all grades	Kinder	1st	2nd	3rd	4th	5th
Portfolios						
Report Cards/Progress Reports						
CogAT (measures ability)					new to district only	
MAP (measure of academic progress)						
mClass (phonics based)						
TELPAS-- ESOL students only						
Reading Inventory-- measures level of comprehension, reading fluency and accuracy						
Grade level assessments						
STAAR				STAAR: Reading & Math	STAAR: Reading & Math	STAAR: Reading, Math and Science

PreK - 2nd Grade Grading rubric for literacy, mathematics, science/health and social studies			
Mastery	Adequate Progress	No/Minimal Progress	Not Yet Taught
Masters TEKS for grade level assignments Consistently produces work of an outstanding quality	Masters TEKS for grade level assignments Consistently produces work of a satisfactory quality	Needs frequent reteaching of skills and concepts to achieve mastery of TEKS for grade level assignments Minimally passing or fails to achieve 70% mastery of TEKS for grade level assignments	Standards have not yet been taught at this time

Aldridge Grading Policy (Grades 3-5)

Numerical scores shall be used to report achievement for all courses. Grades shall reflect the student’s understanding and mastery of the essential knowledge and skills (TEKS) of each course. Assignments of the grade by the teacher is certification of the degree of mastery of the essential knowledge and skills. (pg. 30 of Parent Policy Guide).

Weighting of Grades (revision):

A grade 70 or above--reflect varying degrees of mastery above the minimum.

A grade below 70-- indicates a failure to master the essential knowledge and skills.

Third through Fifth Grade

- No weighting of grades-- all grades have equal value divided by the number of grades entered per subject area

Special Education-- Individualized Education Program (based on schedule of services)

Students receiving special education services will be graded for each subject area as indicated in the student’s Individual Education Program (IEP). If the curriculum has been modified, a grade will be recorded on the report card accompanied by the letter “M” (Modified Curriculum). Modifications are based on students being at least two grade levels below in mastery of skills.

Daily Grades/Major Evaluation:

Daily grades are what a student has completed in class to demonstrate an understanding of the skills taught. Therefore, no class work will be sent home to be corrected for a higher grade. We encourage corrections and review of content so that your child has a better understanding of the skill before it is seen again. Classroom teachers will provide other opportunities for the student to show mastery of skills taught throughout the nine weeks.

Letter Grades: Handwriting, Music, Art, and Physical Education

The letter grades (E, S, N, U) are defined as follows:

Excellent	Satisfactory	Needs Improvement	Unsatisfactory
Masters TEKS for grade level assignments Consistently produces work of an outstanding quality	Masters TEKS for grade level assignments Consistently produces work of a satisfactory quality	Needs frequent reteaching of skills and concepts to achieve mastery of TEKS for grade level assignments Minimally passing	Fails to achieve 70% mastery of TEKS for grade level assignments Continues to have difficulty mastering skills and concepts despite repeated reteaching and tutoring

Citizenship/ Work Habits/Study Skills (E, S, N, U) are assigned in grades three - five as follows:

Excellent	Satisfactory	Needs Improvement	Unsatisfactory
Serves as a role model for the Plano ISD Citizenship & Character Traits Consistently displays outstanding demonstration of the Lifelong Learner Traits Completes outstanding quality assigned work, on time	Understands and demonstrates the Plano ISD Citizenship & Character Traits and Lifelong Learner Traits Completes most assigned work with satisfactory quality, on time	Understands and demonstrates the Plano ISD Citizenship & Character Traits and Lifelong Learner Traits to some degree Assigned work is not always completed on time and quality is not always satisfactory	Understands and demonstrates the Plano ISD Citizenship & Character Traits and Lifelong Learner Traits to some degree Assigned work is often incomplete and late

Specials Grading Policy (For Grades 3-5) – Specials follow the same grading scale of E, S, N, and U with all students beginning with an S. Grades are determined by the following criteria:

- **Effort and participation**--For participation grades an “E” masters the TEKS while consistently producing outstanding quality, an “S” masters the TEKS while producing satisfactory quality, an “N” masters the TEKS with difficulty and a “U” fails to master the TEKS to 70%.
- **Citizenship**--Citizenship grades - An “E” serves as a role model based off PISD’s Citizenship and Character traits, an “S” understands and demonstrates the PISD Citizenship and Character Traits completing most objects on time, an “N” understands and demonstrates the PISD Citizenship and Character Traits but does not complete most objectives and a “U” understands the PISD Citizenship Character Traits are considered unsatisfactory.

Your child’s grade may drop after the 4th signature in either category. Parents and homeroom teachers will be notified on the 2nd and 4th signature to help find a solution for your child to be more successful in Specials . On the 4th signature, a student's grade will

drop. A parent may also be notified if their child is exceeding expectations in the Specials area and their grade has been moved up from an S to an E.

Class Participation

If your child cannot participate in class activities, please provide a written note to the homeroom teacher that will communicate the information to us. If your child has an injury or is ill please provide a written note to the Nurse stating the reason and we will be notified of the change. If your child is excused from activities for 5 days or more, the note MUST come from the physician.

Safety Standards For PE – All children participating in physical education and fitness classes:

- MUST wear flat-soled tennis shoes with laces or Velcro
- Girls MUST wear something under their dress/skirt (leggings, tights, shorts, etc.)
- A belt that MUST be worn with all jeans/shorts if needed (this is for all boys and girls)
- For grades K-2, they must follow this attire every day of the week, except Art day, as music and Fitness rotate with each other every 25 minutes so they will have some sort of physical activity 4 out of the 5 days. For grades 3-5, they must follow this attire 3 out of the 5 days of the week as they have art one day and music the other day.

Specials-- Art, Fitness, Music, and PE (Physical Education)

Special's Team Office Hours	Special's Team Office Hours Mr. Dodd – Music Mr. Wick – Art Coach Hale – PE Maggie Ip --PE Assistant
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PASAR After school care – Main # (469)752-3782 www.pisd.edu/pasar

Although PASAR will care for your child here at Aldridge, you must make arrangements online prior to your child beginning PASAR. The main office is located at 6804 Coit Rd., Ste 102, Plano, TX 75023.

Aldridge # (214)263-7937.

WELCOME TO PASAR

PASAR Mission Statement	About PASAR	PASAR Hours	Early Release Dates
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Monday through Thursday 2:45 - 6:30 p.m. and Friday 2:45 - 6:00 p.m.

[Late Pick-up Fees](#) will apply to any late pickup.

Non School Day Care hours are 7:00 a.m. - 6:30 p.m. Monday-Thrusday and 7:00 a.m.-6:00 p.m. on Friday.

SchoolCafé– Pre-pay for School Meals at <https://www.schoolcafe.com/pisd/>; menus:<https://www.pisd.edu/fans>

If you would like to pre-pay for your child’s meals on-line, please visit the paypams website. If you prefer, you may also send in money with your child. The free/reduced meal application and menus are found at the second address.

FREE/REDUCED MEAL APPLICATION - <https://www.schoolcafe.com/pisd>

PARENT PORTAL – www.pisd.edu/gradebook (or accessed through www.pisd.edu)

When you set up your account, you will be asked for your child’s ID number. If you do not have this number, please contact Stephanie Butler at 469-752-0002. The Parent Portal is an excellent resource for parents in keeping current with your child’s grades, curriculum, class assignments, attendance, calendars and registrations. There are links available to contact your child’s teacher, update your child’s emergency card and to subscribe to eNews. Parents **must complete registration forms each year**. Please keep all Emergency Card information, including health information, current through this portal.

Parent Gradebook Access

Parents with registered Parent Portal accounts can login and access:

[Grades](#) | [Student Registration](#) | [Emergency Card](#) | [STAAR & Performance Data](#) | [Immunization](#)

and other information about their students. For grades, click the Parent Viewer button on the portal dashboard.

Parent Portal Website <https://parentportal.pisd.edu>

Parent Login Help

If you have never logged into Parent Portal, you must create your parent portal account first.

[Create New Parent Portal Account](#)

If you have further questions or need help using this service:

- Email parentportal@pisd.edu
 - Please include your student's name, ID number and campus.
- En español preguntapisd@pisd.edu
- Call the Help Desk at 469-752-8767
 - Business hours are: Monday-Thursday 7:00 AM–6:00 PM and Friday 7:00 AM–5:00 PM.

TRANSPORTATION (BUS) - (469)752-0780

Bus Route information and average pick up/drop off times are located at www.pisd.edu. PISD offers a program called “fare busing” (pay-to-ride) for students who live within the two mile walk zone of Aldridge. Please call (469)752-0992 for further information on fare busing.

VOLUNTEERING – www.pisd.edu/volunteer

Any parent who wishes to volunteer, needs to fill out an application. An application must be completed **EVERY** year before you can volunteer. Volunteering is when any family member gives of their time to serve the campus/students on any designated day/time during the school day/hours. www.plano.voly.org

What is the check in and out process for volunteers on a campus? —

Volunteers will check in with Raptor and VOLY using a two-step process. Raptor requires the use of a photo ID and VOLY requires the use of the volunteer’s email address. A volunteer will turn in their visitor’s badge to the front desk when their volunteer assignment is complete.

How will I know when my application has been processed? —

An email will be sent to the volunteer applicant within 3-5 business days of completing the volunteer approval steps communicating the status of their application and criminal history search. Volunteer approval status can also be viewed by the volunteer by logging into their account at plano.voly.org.

Benefits for the Students

- Enriched learning experiences
- Opportunities for exploration
- Additional individualized and personalized attention
- Learning reinforcement
- Increased motivation and improved self-concept
- Positive adult role models

Benefits for the School

- Additional services without extra cost
- Released teacher time to provide additional instructional time
- Improved student achievement, attitude and behavior
- Community support
- Parent understanding and cooperation
- Positive public relations and community attitude toward the educational system

Aldridge Volunteer opportunities include but not limited to:

- Special grade level projects
- Designated grade level sign ups
- Field trips
- Field day
- Librarian helper
- Counselor helper
- Office helper
- Watch D.O.G.S.
- Mentoring/Tutoring

In order to allow fair access and equal opportunities for all families to volunteer, **field trips** will be chosen with the use of a virtual lottery system. This will include one field trip per grade level, per Ocelot family. In the event there is a limited number of volunteers, Ocelot families may be chosen for additional field trips. The [Volunteering Google Form \(http://tiny.cc/Voly\)](http://tiny.cc/Voly) will be utilized as a means of identifying parents interested in volunteering, as well as number identification during virtual lottery system.



Visiting Aldridge Elementary

At Aldridge we strive to greet each student, visitor, and families with a smile and great customer service. During certain times of the day our office remains steady with traffic, but that will not prevent us from serving you with quality service. As we take on daily tasks in the front office, we all must be mindful of what we say and do to ensure the safety of all parties. Aldridge will abide by district policy in the way we speak, act, and interact with everyone who walks through the doors of Aldridge. It is expected that as a community, we all abide within the district policy. *[GKA \(Local\)](#)—“Accordingly, this policy promotes mutual respect, civility, and orderly conduct among District employees, parents, and the public. The District does not intend this policy to deprive any person of his or her right to freedom of expression. Rather, the District seeks to maintain to the extent possible and reasonable, a safe, harassment-free workplace for District students and staff.”*

Must Haves:

- PISD and Aldridge Elementary welcome visitors and volunteers. Upon each visit, visitors must check in through the office and present a valid driver’s license or state-issued ID and obtain a visitor’s badge. Visitor’s badge must be worn at all times while on campus.
- During your visit to Aldridge Elementary, you may see or hear things about a student’s academic progress or personal situation that is highly confidential in nature. Confidentiality is the right of all of our students and their families. Please understand that this information **MUST** remain confidential. If you have any concerns about anything you see or hear, please discuss this with the Office Manager, Kristen Carlson immediately. Teachers and staff of Aldridge deal with a variety of issues every day - some of them quite challenging - as they look to serve the needs of every child in our community.
- Visitors must check out through the office before exiting the building by returning their issued visitor’s badge.

- Parents requesting a classroom visit must schedule a time and date, in advance, with a campus administrator and your child(ren)'s teacher.
- Volunteers must complete the PISD Volunteer online background check @ plano.voly.org
- Classroom disruptions must be kept to a minimum. Please label all personal items. Classes will not be interrupted for forgotten items. Teachers or students will check the office during the day for student items.
- Anyone in the school building without badges should expect to be approached and questioned.
- For the safety of students, parents, and staff, and out of an abundance of caution, no pets are allowed during the arrival and dismissal on the front porch, except for service animals.

Arrival – 7:00 a.m. – 7:40 a.m.:

- Early Bird arrivals may enter the building starting at 7 a.m. to go to the gym. Students may be dropped off at the following:
 - Front driveway: 7:00-7:40 a.m. West driveway: 7:15-7:35 a.m.
- Do not use the Bus Loop (off Custer) or the Staff Parking Lot. Always use crosswalks/sidewalks.
- Students arriving after 7:40 a.m. must report to the office for a tardy pass.
- Please note, PISD requires all visitors to present a valid driver's license or state issued photo ID upon entering a school building. Parents are urged to plan for extra travel time for parking, check-in, and walking through the building when escorting students to school.
- Students not eating breakfast report directly to the gym beginning at 7:00 am.
- Supervision for students is not provided before 7:00 a.m. Students arriving at school prior to 7:00 a.m. must wait outside the exterior front doors. Please be mindful of the weather, should you need to drop off your student before 7:00 a.m.



Lunch:

- Specific information about the menu, meal costs and School cafe <https://www.schoolcafe.com/pisd> is provided by our FANS department and is included in this packet. You may visit the Plano ISD website for additional information.
- Parents are encouraged to prepay for meals and snacks online.
- Free/Reduced meal applications are available online. Please note, applications must be submitted each year. If you are applying for Free/Reduced meals, please submit your application within the first two weeks of school.
- All main cafeteria seating is reserved for students. Guest seating is very limited so parents and guests are asked to limit lunch visits for special occasions. If parents are to visit during lunch time, parents are welcome to eat with their own child(ren) at our guest tables.
- Aldridge is open for lunch visitors after the first two weeks of school so we may establish routines.
- Parents may only bring lunch and snacks for their own children.
- Please note, PISD requires all visitors to present a valid driver's license or state issued photo ID upon entering a school building.

Early Pick Up

- Picking up your student prior to the end of the day (2:55 pm)
- Requires electronic sign out with the QR code hung at building entrance.
- Documentation will be made of early pick up and reason.



Dismissal – 2:55 p.m.:

- Send a written note to your child’s teacher if there is a change in the way the child will go home.
- Contact the front office before 2:00 p.m. if there is an emergency and your child must go home a different way or with another person. The designated person **MUST** be one of your emergency contacts on the parent portal.
- Parents display the pick-up cards in the front windshield of the car. Drivers must remain inside the car and Safety Patrol will assist students into cars. Please do not use the staff parking lot, leave your cars unattended in the carpool lanes, visit with staff members on duty, or bring dogs onto school grounds.
- Please be familiar with your child’s grade level procedures. Each has designated procedures to assure supervision for students going home.
- At 3:00 pm, students remaining at dismissal area will be brought to the office. Parent (s) will need to present the dismissal card and valid ID (on emergency list) to sign student(s) out from the office area.



Student Dismissal Procedures

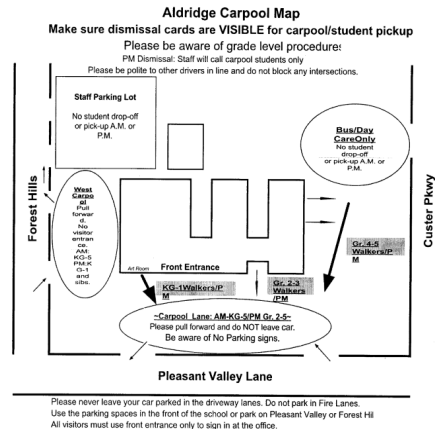
WALKERS - Students walking home alone, or with siblings, will be organized and dismissed by grade level at 2:55 p.m. to allow for safety before traffic is moving steadily. Students must use crosswalks and follow staff directions for safety at all times.

WALKERS LINE - Parents walking to school to pick up children (K-1st) are asked to form a line outside the Art room. When a pick-up card is displayed, students listed on the card will be called for dismissal. Please be patient. For the safety of all students, this process takes time. Students will not be released without a parent pick-up card. (Staff should not release a student without a parent pick-up card).

CARPOOL LANE – Parents in vehicles are asked to enter the carpool lane that leads to the main entrance of the building for grades 2-5. K-1 carpool is on the west drive of the school. Older siblings go to the younger siblings if in K-1. Pick-up cards should be displayed on the vehicle’s dashboard. Students will not be released without a parent pick-up card.

DAYCARE/Busses - Bus riders and Daycare buses riders will be walked out to the back bus circle at 2:55 p.m.

PASAR – Should you receive notification from parents in writing, phone call, or email that the PASAR student is to go a different route, please communicate with the front office prior to the end of the day. The PASAR site manager must be aware of those arrangements to ensure the safety of all students.



Tardies/Absences

The compulsory attendance law in Texas requires that students attend school ninety percent (90%) of the time. Truancy notification:

- 3 tardies or absences: Teacher phone call
- 5 tardies or absences: Administration phone call
- 6 tardies or absences: letter notification sent
- 8 tardies or absences: required “I am Present” class
- 10 tardies or absences: final administration notification
- 12+ tardies or absences: possible truancy court

- Front Entrance doors will close promptly at 7:40 a.m. We encourage all students to arrive by 7:30 a.m. to have ample time to be ready for learning at 7:40 a.m.
- Students arriving after 7:40 a.m. are tardy and must report to the office for a tardy pass.
- For student safety, parents are asked to report every absence to the school by 8:30 a.m. To report an absence please call 469)752-0000 and choose option #3, ChildSafe. Record your name, your child’s name, your child’s teacher’s name, and the reason for the absence. Parents must provide a written excuse with parent signature for each absence within 3 days of the child’s return to school or the absences will be considered unexcused.

- Students reporting to school after 9:00 am are counted absent for the day. If a student is absent for a portion of the day for a medical appointment, the student will NOT be counted absent if a statement by the doctor is provided to verify the appointment within 3 days.
- A written statement from a doctor is required for three consecutive absences or more.



Student Birthdays

We love celebrating your children at Aldridge! Birthday treats are food items to be eaten by students without interruption to instruction. Please see below for more examples of what is recommended.

EXAMPLES:



Medication at School

- Any prescription or over the counter medication that must be administered during school hours must be accompanied by a PISD Medication Request Form. Medication Request Forms are available in the front office.
- For student safety, all medications should be brought to the clinic by the parent. Medications are not provided by the school.
- All medication must be in its original, properly labeled container with a written request signed by the parent/guardian.
- Only medication that cannot be given at home will be given at school.
- Medication that has expired or is not picked up by the parent will be destroyed.

- Authorized district employees may administer medication in the absence of the nurse.
- Aspirin or products containing aspirin will not be given without a physician order.



Changes of Address/Phone Numbers/Withdrawals

- It is very important that the school office records are kept up to date so we can contact parents if students are sick or if there is an emergency. If you move, change any of your telephone numbers, or need to update the emergency contacts for your child(ren), please let the office know immediately.
- We are always sorry to have a student move from our school. If your child(ren) will be withdrawing from Aldridge Elementary, however, please contact the office one day or two ahead of time so that records can be prepared before you leave.

Campus Telecommunications/Electronic Devices Guidelines

Telecommunications devices including cell phones may be used before and after school outside the school building. Use of telecommunications devices within the school building during school hours is prohibited unless it is used as part of the learning process under the direction and supervision of a teacher. Telecommunication devices must be turned off and placed in backpacks in lockers during the school day.

Other electronic devices may be used before and after school outside the school building. Use of electronic devices within the school building during school hours is prohibited, unless it is used as part of the learning process under the direction and supervision of a teacher. Other electronic devices must be turned off and placed in backpacks in lockers during the school day. A telecommunication/electronic device may be confiscated if use:

- 1.) violates these rules,
- 2.) causes a classroom/campus disruption, and/or
- 3.) constitutes or is in conjunction with other student code of conduct violations.

In addition to confiscation, students may be subject to other disciplinary action in accordance with the student code of conduct. Parents will be notified within two school days of the device being confiscated. Parents may retrieve a confiscated device after receiving notification.

Students may retrieve confiscated devices as follows:

- 1st offense – The teacher will return the device to the student after school and will notify the parent that they will have to pick up the device on the second offense.
- 2nd offense and beyond - parents must pick up the device from the front office.
- No fee will be charged for the release of a confiscated device.

Home/School Communication

Students will have a Take-Home Folder/Binder where daily communication with parents will be placed. Parents are encouraged to check these folders daily. On Thursdays, additional information from the district, campus or PTA will be sent home with each student in your household. You should also sign up for Aldridge e-news, like our Aldridge Elementary Facebook and ensure that your phone number is updated to receive messages through our School Messenger Phone/Voice/E-mail services.

Campus Administration and Grade Level Smores-- this is the perfect communication that occurs weekly as a means to keep all our community, families, and students abreast to the happenings at Aldridge. A site calendar has been created to allow for proper planning and events within the upcoming weeks. Aldridge makes every effort to keep all communication consistent, regular, and informative for our families. You don't want to miss out!

Summary of Programs

Listed below are brief descriptions of a variety of academic and other programs available at Aldridge.

- Aldridge Assembly Recognition: We love to celebrate our students and the progress they make. Each nine weeks we will host a nine week assembly to recognize our students who have made progress in the following areas:
 - Reading/LA, Math, Science, Work Habits, Citizenship, Digital Citizenship, attendance, AVID, specials, and overall academics
- Aldridge PTA: Stay connected and join PTA. This is a great way to volunteer your time, energy, and efforts to support our very own Ocelots. All fundraisers hosted by PTA donate back to Aldridge in a variety of ways: spirit shirts, STAAR snacks for 3rd-5th, Teacher back to school professional development, Teacher Appreciation Week, Class parties, field trip entry fees, and assemblies (just to name a few). PTA (Parent Teacher Association)--[PTA Supports Aldridge](https://pisdCouncil.membershiptoolkit.com/)
<https://pisdCouncil.membershiptoolkit.com/>

The **PTA (Parent-Teacher Association)** is the parent organization for the District. The PTA is a national partner of public education, bringing into closer relation the home and the school to cooperate in the education of children and youth. For more information, visit the [Plano ISD Council of PTAs](#) website .

Get involved with our Aldridge PTA. It's a great way to build relationships and a strong community in support of campus goals and building lifelong learners. The following are things our very own PTA have done in this past school year:

- Spirit wear for ALL Ocelots and Staff
 - Stocked Staff Lounge
 - STAAR snacks for grades 3-5
 - Gift cards--celebrating Teacher Appreciation Week & End of Year Celebration
 - Professional Development Breakfast
 - School Party activities and goodies
- AVID: [AVID Mission](#)-- to close the **achievement gap** by preparing all students for **college readiness** and **success** in a global society.
 - “Proven achievement--lifelong advantage”
- Key Points that will be highlighted this school year:
- Organization
 - Note-taking
 - vocabulary

- Counseling: A full-time school counselor offers classroom guidance. Topics offered include: organizational skills, responsibility, study skills and problem solving. The counselor is also available for parent consultations and works with small groups or individuals with parent permission.
- Dyslexia: A teacher trained in dyslexia therapy offers an instructional program in a small class setting and includes reading, writing and spelling as appropriate. The major instructional strategies utilize individualized, intensive and multisensory methods as appropriate. Students are screened and assessed before being admitted into the program.

House Bill 3 (HB3) requires that all students in **Kindergarten/First Grade** be screened for dyslexia at the end of the year. To meet the required criteria for the dyslexia screener, Plano used EOY MAP Foundational Language Skills Beginning Reading and Writing Strand. Specific areas of need are:

Phonemic Awareness	<input checked="" type="checkbox"/>	Sound-symbol relationship	<input checked="" type="checkbox"/>	Spelling
Letter Knowledge	<input checked="" type="checkbox"/>	Decoding Skills	<input checked="" type="checkbox"/>	Listening Comprehension

It is important to note this screening is a tool for identifying students who may be at risk and **does not “diagnose” dyslexia**. Rather, it identifies “predictor variables” that raise awareness, so teachers can intervene early and effectively. This tool helps teachers identify reading skills that need to be targeted in order for students to become proficient readers.

- Emergent Bilingual Students: English for Speakers of Other Languages is offered to students who speak other languages and are not proficient in English. It is an intensive program designed to develop proficiency in listening, speaking, reading and writing in the English language. All instruction is in English. The goal of the ESL program is to teach the students English so that they will be academically successful in all classes.
- PACE: PACE stands for Plano Academic and Creative Education and is the cornerstone of the district's gifted and talented education program serving students in kindergarten through 12th grade. Link <https://www.pisd.edu/Page/451>

Elementary PACE Referral Information 2023-2024

Important Dates and Deadlines for 2023-2024:

Week of August 7, 2023	Referral link goes live
October 20, 2023	Referrals due 5 p.m.
February 2, 2024	Parent notification of results
February 16, 2024	Appeal process inquiry deadline
March 22, 2024	Appeals due to campus PACE specialist

Students in K-5 are assessed in the first semester (fall) to determine placement in the second semester. District-wide CogAT tests administered to first, third and fifth grade students are part of the data used to determine the need for gifted services for these three grades. All other grades will be administered the district approved battery of PACE assessments in the fall.

Students may be referred for gifted services by teachers, parents, principals, counselors, or by the students themselves. Students are assessed at their home campus during the school day.

Referrals must be completed by the appropriate deadline listed below.

- PAL Mentor: Aldridge has connected with Vines High School PAL program to provide opportunities for secondary students to become mentors to our students. PAL mentoring program is based on teacher recommendation and a select few are nominated for this program. Students can lose this additional support if behaviors and/or academics cause concerns.
- PBIS (Positive Behavior Interventions & Support): The multi-device platform makes it easy to continuously recognize students for meeting behavior expectations from anywhere in the school, not just the classroom. The following are supports that take place here at Aldridge:
 - Classroom reward systems
 - Use of Class Dojo
 - Golden Ticket Recipients
 - Calm Down corners (Virtual and in classroom)
 - Project Wisdom presented daily on morning announcements

- SBIC (Site Based Improvement Committee)-- A committee that provides support for the improvement planning process work of Aldridge within our district. The following process is intended to bring clarity to the needs of the campus in order to effectively plan actions and make evidence-based decisions that will result in the foundation for a strong improvement plan.



The committee includes the following participants: (6) faculty members, (3) staff members, (1) paraprofessional staff, (6) parents, (2) community members, and (2) business representatives.

- Special Education and Speech: Special Education and Speech services are provided to students with parental consent. Students are identified through the Admission, Review and Dismissal process and become eligible with a qualifying disability. Staff members work with students according to their individualized educational plan designed to help students master the curriculum with academic modifications or accommodations.
- Specials: Specials includes the Arts (Physical Education, Health/Fitness, Music, and Art). All students receive 50 minutes of specials a day (excluding early release days and STAAR testing days). Specials classes are on a rotating schedule, where all students attend one specials class a day (split for K-1).
- Student Support Team/504: A tool used to document intervention and accommodations for students who could fall under any of the following reasons: medical, academic, attendance, and/or behavior that is based on student's physical or mental impairment and what the student needs in order to be allowed equal access to FAPE. The Administration Team and Teachers are in attendance at these meetings. Meetings are held every three years unless the following circumstances: accommodations in place are not being effective, parent request for Special Education Referral, initial request made by classroom teacher/administration. ([District link](#))

- WATCH D.O.G.S. (Dads Of Great Students) --is a family and community engagement program utilizing the positive influence of a father and father-figures for a two-fold purpose:
 - To provide positive male role models for the students, demonstrating by their presence that education is important.
 - To provide extra sets of eyes and ears to enhance school security and reduce bullying.

Fathers, stepfathers, grandfathers and uncles are asked to spend at least one day at their student's school volunteering. They will support the school through:

- monitoring the school property
- working in small groups
- Reading
- using flashcards
- help with assignments
- refereeing games
- listening ears
- or whatever else needs to be done to PLANT SEEDS OF SUCCESS in the lives of the students.

