

Northside Independent School District



Student-Parent Handbook

2023 - 2024

A Supplement to the NISD
Student-Parent Handbook

Raba's Promise to our Community!



**GROWING
COMPASSIONATE
LEADERS AT RABA**

Our Campus Vision:

Every day, every student grows in confidence, curiosity, and capability in a diverse and multicultural society.

Our Campus Mission:

We are Committed to Transforming the Learning Experience for ALL Students.

Learners Will Be:

Creators	Leaders
Collaborators	Learners
Communicators	Innovators
Critical Thinkers	Solution-Finders

Core Beliefs:

- Each student deserves a quality education which honors their voice and prepares them to engage, contribute, and succeed.
- Students' health, safety, engagement, challenge, and support is directly linked to their academic achievement and future success.
- Meaningful relationships among students, families, educators, and the community are vital to student success.
- Classroom teachers have the most impact on student achievement followed by campus principals.
- Public schools are essential to foster community and develop engaged citizens.

***We do what is best for all students!
Learning Today... Leading Tomorrow...***



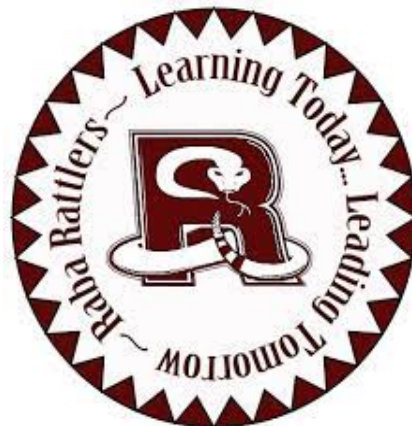
Raba Elementary

9740 Raba Drive, San Antonio, 78251
210-397-1350

Principal: Francesca L. Neal
Associate Principal: Cole Bader
Counselors: Amber Wood & Diana Garcia

School Colors: Maroon and White
School Mascot: Rattlers

School Hours: 7:45am-3:00pm
Office Hours: 7:15am-3:45pm
Clinic Hours: 7:30am-3:00pm
Doors open: 7:00am
Breakfast served: 7:00am-7:35am



Welcome to Raba Elementary! The staff is looking forward to working with you and providing the best education possible for your child. We ask for your support and involvement. The office staff has a wealth of information, please do not hesitate to call if you have any questions. *The office hours are from 7:15am-3:45pm*

Office Staff

Principal's Secretary: Gloria Webber
Attendance Secretary: Theresa Foster
Office Clerk: Aurora Garza
Nurse: Keri Heckman

Parent Orientation Nights

During the first few weeks of school, each teacher or grade level team will meet with parents to explain procedures, routines, grading policies, and curriculum. This will be an opportunity for you to ask general questions. Individual conferences do not occur at this time.



Grading Periods

Raba is on a nine-week grading period. Report cards are issued one week following the end of each grading period. The last nine weeks' report card will be issued on the last day of school.

Your child's teacher will keep you informed regarding your child's progress. Progress reports are issued in the fourth week of a grading period. Progress reports will be issued to all students with academic, behavioral and/or attendance concerns in an effort to keep parents informed on their child's progress. Progress reports are also issued for citizenship and work habits that are not satisfactory. If you have any questions regarding your child's progress, please feel free to contact the teacher at any time.

School Spirit

Every Monday will be spirit day unless it is a holiday. Students are encouraged to wear our school t-shirt or the school colors of maroon and white. Raba Spirit Gear can be purchased on the PTA website. Every Friday is college/military day unless it is a holiday. Students are encouraged to wear a college or military shirt of their choice to promote higher education.



Dress Policy

Raba dress policy for students is in accordance with Northside's policy as explained in the [Northside Student-Parent Handbook](#). Final determination of acceptable dress and grooming rests with the principal or his/her designee.

Shorts of mid-thigh length may be worn at all school levels. Suggestive and/or indecent shorts will be prohibited.

Mid-thigh length skirts, skorts, and dresses may be worn at all levels. There should not be a cut or slit in the clothing that extends above the mid-thigh. Suggestive and/or indecent styles will be prohibited.

Appropriate footwear must be worn; "flip flop" type shoes and footwear which has toes reinforced with steel, hard plastics or similar materials are specifically prohibited.

Caps, hats, and hoodies must not be worn in the building, unless it is a special day scheduled by the campus.

Hair must be neat and clean. Unconventional colored, multi-colored, spiked, designs, and multiple lines/parts hairstyles are **NOT** permitted. If a child comes to school with one of the above styles, they will be warned, and the parent will be contacted. This policy will be enforced until the very last day of school as well as the EOY promotion ceremony.

Any clothes that are suggestive or indecent or which cause a distraction will be prohibited. Specifically, oversized clothing, tank tops, muscle shirts, halter/crop tops, spaghetti straps, exposed backs or midriffs, and see-through garments are prohibited.

Indecent/inappropriate patches, writings, or drawings on clothing are prohibited. Undergarments must not be visible.

All pants are to be full length (Capri pants should be no less than four inches below the bottom of the kneecap) and worn at the waist (no "sagging" or "bagging"). Tight fitting pants (e.g., tights, Spandex, bicycle pants) are also prohibited. **Frays or holes above the knees are prohibited.**

Body piercing jewelry is prohibited except for rings, studs or other traditional jewelry. Any piercing that distracts the teaching and learning environment will be prohibited.



If a child comes to school wearing one of the above items, they will be warned the first time, and the parent will be called. On the second occurrence, the parent will need to bring a change of clothing for the child. Dress code will be enforced for all school activities including the EOY promotion ceremony.

For safety reasons, children must wear rubber-soled shoes to participate in P.E. In August you will receive a schedule from their teacher which identifies the days your child will have art, STEM, music, and PE. Although sometimes confusing to parents, students quickly learn their P.E. day.

Discipline Policy

At Raba Elementary we believe that good discipline is a prerequisite for learning. Students should be accountable for their behavior and parents should help the child to assume responsibility for appropriate behavior and to accept the consequences of inappropriate behavior.

Discipline will be based on the seriousness of the offense, the student's age and grade level, the frequency of the misconduct, the student's attitude, and the potential effect of the misconduct on the school environment. A consequence may include missing a portion of the recess, verbal correction, withdrawal of privileges, a parent conference, a phone call, Discipline Ticket, an office referral, In-School Suspension (ISS), Suspension, or referral to alternative school.

The teacher may determine that sending the student to an administrator is necessary. The severe nature of the incident and/or its impact on the class will be determining factors. Some examples of an automatic office referral are fighting, violations of district policy for weapons, alcohol, and drugs, vandalism to the school, biting, dishonest behavior, intentional disrespect to adults or students, and behavior disruptive to the learning environment. An administrator will meet with the student and call the parent. The Student Offense Report will be sent home with the child. Upon returning to school on the following day, the student is to return the signed Offense Report to the administrator.

In some instances of persistent misbehavior or the seriousness of the incident, the administrator will request a parent conference. Those attending with the teacher and parent will be an administrator and/or counselor. The purpose of the conference will be to develop a plan of action to support the child to create positive school behavior.

At Parent Orientation night each teacher will review the campus/classroom rules. Review these rules carefully with your child. Further information on district policies regarding discipline can be found in the district's Parent-Student Handbook which can be found online at www.nisd.net. Please review these policies with your child as well and sign the appropriate form.

Bus Transportation

Students who live within a two-mile radius are not eligible for transportation. If you have any questions regarding bus pick up and return times, check with a secretary in the office. If she can't answer your question on route information, please call the Transportation Culebra Station at (210) 397-0289.



A signed note from parent/guardian is needed for permission to get off the bus at a stop other than regular stop. A note must be presented for approval two days prior to allow sufficient verification and administrator's authorization. The note must specify the exact address where the child is to get off the bus. The child must already have bus privileges.

Parents must assume the responsibility of their students traveling back and forth from home to the bus stop.

Bus drivers have a very difficult task. Their responsibility is to get the children to and from home safely. To do this, rules for bus safety need to be followed. Please review basic safety rules below with your child. In school, your child will be learning the rules for bus safety. The bus driver can issue a Bus Safety Report when rules are not followed. All bus incidents must be reported to the bus driver first. Transportation will provide the Associate Principal with the incident report. The first conduct report is a warning issued by the administrator. The second conduct report may result in the child being denied bus privileges for a number of days or a long term suspension depending on the nature of the infraction.



Bus Rider Rules

1. I will obey and respect the bus driver.
2. I will stay in my seat while the bus is moving.
3. I will keep my hands, feet, and objects to myself.
4. I will keep all of my body parts and objects inside the bus.
5. I will not push or shove when entering or exiting the bus.
6. I will speak quietly to my neighbor and use kind words.
7. I will not eat or drink while on the bus.

A complete list of rules can be found on *D-17* of the parent-student handbook.

Medication

Our nurse will work with you and your child. If your child comes to the clinic and is running a fever (100.0 degrees or above), the nurse will call you and ask you to pick up your child. We cannot put a sick child on the bus to go home.

If your child needs to take medication for an extended period of time, you will need to get a Medication Form from the nurse which must be signed by your doctor. Once completed you may fax this form back to the school office at 210-257-1335 if this is the most convenient way for you. Please follow-up with the nurse to confirm the document has been received.

If your child comes to the clinic more than once in a day, you will be called even though your child is not running a fever. This call notifies you of your child's continued discomfort. Be sure to read the medication policy regarding children carrying medication in their backpacks. All medications should be taken to the school clinic by the parent. No medication may be kept in the classroom nor may children administer their own medication. Life-threatening circumstances may amend this rule.

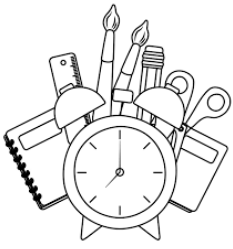
Parents are encouraged to schedule the administration of student medication so medication is given at home whenever possible.

In cases where medication must be administered at school, the following procedures apply:

- All medications should be taken directly to the school office by the parent. No medication may be kept in the classroom nor may students administer their own medication. If it is necessary to send medication via the child, the parent is encouraged to notify the school office by phone the same day. (Parents are reminded they are responsible for the medication until it is delivered to a school district employee.)
- Prescription medication must be taken to school in a properly labeled prescription container. Short term medication (up to two weeks) may be administered upon written request by the parent. Long term medication may be administered only if the school's Special Health Form is completed by the physician.
- The administration of non-prescription medications is normally not permitted, but may be authorized by the principal and administered by the parent under either of the following conditions:
 1. If ordered by the child's physician, accompanied by a written request from the parent, and brought in the original manufacturer's package.
 2. If the child is experiencing pain due to causes such as post-surgical procedures, injury or dental procedures. In such cases, pain relief medication such as Tylenol, Advil or aspirin may be administered for up to three days if accompanied by a signed note from the physician, a written request from the parent, and brought in the manufacturer's package.
- Any other non-prescription medication cannot be dispensed to a student by school personnel, or carried by a student at school. This includes cold medications, cough syrups, throat lozenges, vitamins, and herbal remedies.

Leftover medications must be picked up by the parents. Students may take home only empty medication containers. If medicine remains, parents will be informed, and medicine will be disposed of two weeks after notification.

Student Arrival and Departure



Breakfast is served from 7:00 a.m. until 7:35 a.m.

Some instructional assistants are on duty at 7:00 a.m. Doors do not open until 7:00 AM. No child should arrive before that time and left alone as they will be unsupervised. Our school buses start arriving at 7:00 a.m. Although your child is not considered tardy until 7:45 a.m., it will make your child's day run more smoothly if s/he arrives at school between 7:10-7:15 a.m. At 7:35 a.m. the students enter the teacher's classroom. These 10 minutes before morning announcements are used to get organized for the day, sharpen pencils, and get homework and notes out of backpacks.

If your child is going home a different way than usual, PLEASE note the change by notifying the teacher, as well as putting instructions in writing to the teacher, if possible before noon. It should not be the child's responsibility to inform the teacher. Therefore, we must receive a note. Without a note or verbal permission, your child will be sent home the usual way.

Each teacher walks the children to the respective waiting areas. This might take a few extra minutes at the beginning of school. Kindergarten students get a head start on dismissal by five minutes.

Parent pick-up is in front of the school. The Learning Tree students and daycare riders walk to the cafeteria, and bus riders go to the bus loop in the back of the school. This dismissal plan allows for each child to safely get to his/her designated area. Please be patient and don't panic. Everything takes a few minutes longer during the first few weeks of school and on bad weather days.

Morning Drop Off and Afternoon Pickup

All information regarding drop off and pick up procedures are designed to ensure the safest environment for our students, staff, and families. Please adhere to these procedures so we can continue working together to provide the best school experiences for your child. When you drive up to campus, stay to the right. The left parking lot is for faculty only. Do not turn left at the marquee, only buses or designated personnel are permitted to go in that direction.

*No cell phone usage/No Smoking –This is a law not a school procedure.

*Dismissal is at 3:00 pm for all NISD elementary schools.

*NISD PD will be monitoring traffic for speeding and cell phone usage when available.

If you send someone to pick your child up before dismissal; please plan accordingly and be mindful that students **will not be released after 2:30pm**. Additionally, please relay that it will be necessary for them to park and come into the security lobby to verify identification on the child's emergency card with a **picture ID**.

For dismissal purposes, every child/family group will receive a set of unique identification numbers. Please **guard** this number well as we will dismiss your child to the parent or designee who presents this card upon dismissal. Please hang the parking tag on your rearview mirror and the others can be given to other family members that you designate for parent pick up. This card system is only valid during dismissal, all students will be picked up from the front circle. Please have your **unique ID displayed until your child is loaded in the car**, so it can be entered into the dismissal app and to confirm unique ID #. Keeping safety in mind, we **can not accept pictures of the Unique ID or the previous years Unique ID**. **For efficiency and safety, we will dismiss all of the cars then the numbers from the walk up line**. If you do not have your card with you during dismissal; it is necessary to park and come into the security lobby to verify identification on the child's emergency card (picture ID required) to receive a clearance form. You will either need to get back into the pick up car line to pick up your student or wait at the walk - up dismissal line sign (*keep in mind the walk-up line students will not be entered until the cars have gone through*).

Morning Drop Off:

- *Students should **not** arrive at school prior to 7:00 am as there will not be any staff on duty.
- *Our cafeteria will open at 7:00 am. until 7:35 am for students eating breakfast.
- *Starting at 7:00am students not eating breakfast will wait in the gym, Kinder will wait in the cafeteria.
- *At 7:15 am, students will wait in their designated hallway.
- *Around 7:35 am, students will be welcomed into their classrooms.
- *For safety purposes we ask that parents arriving after 7:45 am (tardy bell) park and sign their child into the building. 7:10-7:15 am is a great time to drop off as there is minimal traffic at this time in the community.
- *Follow the lane to the right and pull as far forward as possible so multiple cars can be unloaded at once. Do not get out of your vehicle. Older students may get out on their own and staff or our Safety Patrols will be available to help on the **curbside** with younger students if needed.
- * If walking students up, use the lane to the left to enter the parking lot. *For the safety of our students, please **do not** drop students off in the parking lot or pull up to the parking lot curb to drop off. You will need to park then walk your child through the crosswalk.*
- * Parents may begin dropping students off as early as 7:00 A.M. Due to safety and security measures, visitors will not be permitted to escort students into the building after the 1st week of school and must remain in their vehicle or park and walk students through the crosswalk. **Beginning September 20th, parents will be allowed to eat lunch with their child on Wednesdays ONLY (exceptions of Early Release Days) in the designated parent area.** Parents must check-in at the front office and receive a visitor's pass.

Morning Walkers:

- *Students should **not** arrive at school prior to 7:00 am as there will not be any staff on duty.
- *Walkers only can enter through the cafeteria until 7:35am. The doors will be locked so you must knock to get someone to let you in.
- * After 7:35, they will need to enter through the front door.

Afternoon Pickup:

- * Students **will not be dismissed after 2:30 pm**, please plan accordingly.
- *Pull as far forward as possible so multiple cars can be loaded at once.
- *Once your child has been loaded, you may pull forward past the merge sign or into the staff parking lot if you need to buckle your child. Many of our students are able to buckle on their own, so it will help to practice with those that are not able to. Adults should not exit the vehicle at any time.
- * Parents will need to wait at the parent pickup line. For safety/efficiency **we will call students for parents that park and walk up after the car line has gone through.**

Walkers at Dismissal:

- *Teachers will escort walkers to the crosswalk on Village Parkway.
- *Parents who walk to school at dismissal will meet their child by the crosswalk on Village Parkway; please **do not** approach the dismissal area. This is for the safety of our students and will help to alleviate congestion in the dismissal area.
- *If it is raining, please let your child's teacher know of an alternate way they will get home. If a parent is unable to be reached, students will wait in the front office and continue to contact parents until a parent is reached to indicate their preferred method of transportation for their child.

We do not permit children to wait outside unsupervised. Children need to be picked up on time. After a long and hard day at school, your child is eager to get home. Some children become apprehensive if the parent or caregiver is late. Certainly, if an emergency occurs, the child will be allowed to wait in the office until someone can come for him/her. The school office should be notified if there is an emergency. **THE OFFICE CLOSSES AT 3:45 P.M.**

***** PARENTS/VISITORS MUST ENTER AND EXIT THROUGH THE FRONT DOORS ONLY!!!**



The Learning Tree

Learning Tree is the after school care provided at Raba. They provide child care from 3:00 p.m. until 6:30 p.m. For information about enrolling your child, please call 210-397-2591 or pick up a flier in the front foyer of the school.

Attendance

Teachers can't teach students who aren't in school, and there is strong evidence regular school attendance can result in significant test score gains.

So remember:

- *Make sure your child is in school every day.
- *Schedule medical appointments after school hours.
- *Don't take your child out of school for a family trip or activity.
- *Make sure the child arrives at school on time and is not tardy. Have your child prepare the night before so they can get to school on time.

Acceptable reasons for a school absence include, but are not limited to personal illness, death in the family, family emergency, and any unusual or extenuating circumstance acceptable to the principal.

An absence is considered unexcused until a written note is provided. This note should include the date of the absence(s), the specific reason for the absence(s), signature, and should be turned in within 3 days of absence. Please keep statements from the doctor or dentist and send them to the teacher. We take attendance at 9:00 a.m. The student must be present at this time or it is considered an absence. **A child arriving after 9:00 a.m. is considered absent for the day.**

Only 6 absences for any of the aforementioned reasons may be excused by a note from a parent within a school year. Any additional absences will be unexcused unless a physician's note is provided. If a student incurs 3 or more unexcused absences within a four-week period, the parent will receive an Attendance Warning Notice (AWN) from the Associate Principal. It is the parent's duty to monitor the student's school attendance and require the student to attend school. The parent is subject to prosecution under Texas Education Code 25.093. Furthermore, Texas Education Code 25.092 states, "a student may not receive credit for a class unless that student is in attendance more than 90% of the days that class is offered."

Certain exceptions for doctor's appointments are permitted. If your child has a doctor's appointment and arrives back at school the same day with a doctor's note, the child will not be counted absent. The doctor's note is very important. If you leave the doctor's office without the note, it may be faxed (210-257-1335) to the school. Please confirm with the campus that the fax has been received. A doctor's note must be received on the same day as the appointment, or it will not be counted as a health day (H).

Tardies and Early Sign-Outs

The first and last minutes of school are very important. They set the tone for the day. If your child arrives at school after 7:45 a.m. or leaves before 3:00 p.m. It will be documented as a tardy or early sign-out.

Tardies: For safety purposes we ask that parents arriving after 7:45 am (tardy bell) park and sign their child into the building.

Early Sign-Outs: If it is necessary to pick up your child before the end of school day, please do so no later than 2:30 pm, which is when the campus begins dismissal preparations. Please be aware that our teachers plan for a full day of instruction. Early outs impact students' educational opportunities. If you need to make dismissal changes, please call the office no later than 2:20 pm, so we have adequate time to notify your child's teacher. Thank you for helping us maximize learning time at Raba.

If a pattern of excessive tardies, early sign-outs, or full-day absences develops, this information will be turned over to the District Truancy Officer for further action. All tardies and early sign-outs will be recorded, reflected on the report card, and will affect your child's chance for perfect attendance.

****For perfect attendance to be awarded to a student at the end of each nine-week grading period, the student may *not exceed one tardy or one early sign out during that time.***

Withdrawing from School

If it is necessary to withdraw a child from school, please notify the school at least 24 hours in advance by either sending a note or by calling the school office. Your child will have a withdrawal form, report card, and personal belongings when leaving. Cafeteria, lost book, and device charges must be cleared prior to the withdrawal of the student.

Safety

Your child's safety is very important to us. All exterior doors will remain locked at all times. Students will have access to the outside by using the panic bar located on the door. All parents and visitors will need to use the front door only and check-in at the security lobby to scan your ID, and receive a visitor's badge. **We do not permit visits from students from other schools.** If you do not have a visitor's badge, a school employee will request that you return to the office to obtain one.

Parents are always welcomed and encouraged to visit pending campus safety guidelines. Please be sure to stop by the office and obtain a visitor's pass. The duration of the visit should not impact children's learning. Don't be surprised if your child's teacher asks for your help during your visit to the classroom!

The end of the day is very hectic and we want to ensure safety for all of our students; therefore, students will **not be released to parents after 2:30 p.m.** If you must pick up your child before the official school day is over (3:00 p.m.), you will need to go through the office. We will call for your child when you sign him/her out in the office. **If there are times when you are unable to pick up your child and need to send another person who is not on the emergency contact, please let us know. For your child's safety either send a note with the person's name or call the school office notifying us of the person's name.** The office may call you to verify the adult picking up your child; we will ask the alternate adult (18 and over) who is picking up your child to show a picture ID.

You can help us maintain good home and school communication by letting the alternate adult understand that all questions regarding his/her identity and asking for a photo ID is for the safety of the child.

If you have an unusual family situation regarding your child or have any questions regarding this matter, please call or make an appointment with an administrator. Please keep the school updated with any legal matters pertaining to your child.

Our school practices fire, tornado, and safety drills. We always hope we will never have to use the plans, but it is best to practice the drills. We also have an evacuation plan should one be needed. If you have any questions regarding any of the plans, please call an administrator.

Parent-Teacher Conferences

Parent-Teacher conferences are encouraged throughout the school year. During the first nine weeks of school, the teacher will invite every parent for an individual conference. Every effort should be made to attend this conference.

Any other time you wish to have a conference with your child's teacher, please email or leave your name and phone number on the teacher's voice mail at (210) 397-1350 and your child's teacher will call you and arrange a time that is convenient for both of you. Trying to have a five-minute conference during transitions with the teacher does not allow you to have the teacher's total attention, nor is it conducive to the learning environment. It is to everyone's

advantage that you discuss a concern with the teacher before calling an administrator. If you cannot resolve the matter at that level, please feel free to call the school.

Classroom Parties

In accordance with district policy, Raba Elementary will have two parties a year.

Winter Party-December 15th

EOY Party- May 31st

Birthday Celebrations



Make arrangements ahead of time with your child's teacher for celebrating your child's birthday. The teacher will allow the birthday child to pass out store bought and individually wrapped treats. These treats will be passed out after 2:30pm before the end of the school day to be eaten at home. Balloons and flowers are not permitted and will be kept in the office.

Every year we have students who want to distribute birthday party invitations to their classmates at school. Distribution is fine only if ALL the children in the class receive an invitation. A child's feelings will be hurt when an invitation is not extended to him/her as well.

Parents wanting their students to celebrate their birthday at school may do so by choosing one of the following options:

1. Parents may purchase ice cream from the cafeteria for students to eat after they have eaten lunch.

*Parents must make arrangements with Mrs. Lawrence, Cafeteria Manager, prior to the child's birthday to purchase the ice cream. She will know the class total and will charge the parent accordingly.

*Mrs. Lawrence will then give the parent/child birthday coupons to give to classmates for lunch.

*ECSE, Pre-K, and Kindergarten eat ice cream only on Fridays. Arrangements will have to be made in advance, as classes will only be able to celebrate one birthday per Friday.

*1st-5th grade may celebrate any day of the week. We will still have one celebration per day. If more than one set of coupons arrives on a given day, one set will be reserved for the next school day.

2. A parent may choose to send goody bags with store bought items and individually wrapped. The items will be disseminated at the day's end. These items will be placed in the backpacks and taken home.

** Purchasing pizza, happy meals, or any other meals for the whole class to celebrate a birthday or any other occasion will not be permitted due to the NISD Administrative Regulation EAD-08. Providing these types of meals will be reserved for the two school classroom parties listed under the title, Classroom Parties.

If a birthday was celebrated during the summer, parents need to call their child's teacher to schedule a time to celebrate, if they choose, so they do not conflict with another celebration.

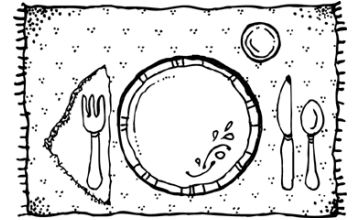
****Parents may bring their own child's lunch on the campus designated day(s). If you choose to eat with your child, please sit at the parent tables. You may only have lunch with your child, they cannot invite a friend to join them.**

We truly appreciate parents' support in helping us stay within the guidelines of the state in regards to Foods of Minimal Nutritional Value.

*NISD Administrative Regulation EAD-08

Breakfast and Lunch

Student breakfast is \$1.00 and lunch is \$2.10 for the 2023-2024 school year. Breakfast hours are from 7:00 am-7:35 am. Cafeteria doors will close at 7:35 am. Students who arrive after 7:35 am will not be able to get breakfast. To ensure that your child eats breakfast please make sure your child is here early enough. However, if your child rides the bus and the bus is late, those children can eat breakfast.



We encourage you to have your child set up a cafeteria account in whatever dollar amount you prefer instead of carrying money. You or the child may add money to the account in the morning in the cafeteria or online. If a child forgets his/her lunch or money, s/he may charge. Charges should be paid the following day in the school cafeteria. After five unpaid charges (up to \$10), your child will be offered an alternate meal for \$.50. If you have any questions regarding charges or your child's lunch account, contact the cafeteria manager, Mrs. Lawrence at 210-397-1385.

***Pending Safety Guidelines.** Please help us make your child's first few weeks of school pleasant. If you feel your child will be upset to see you leave after having lunch, it would be better for the child if you did not have lunch with him/her for a few weeks. Some children find separation from their parents very difficult. Also note that if you come in to have lunch with your child please ensure that you sit in the designated areas with your child only. We cannot allow other students to join or be given outside food.

If you would like to apply for free or reduced meals you may apply online at <https://www.schoolcafe.com/NORTHSIDE> or pick up a form in the security lobby. It will take about 10 working days for the district Child Nutrition Department to process the application. Applications completed online have a faster turn-around. Student ID numbers cannot be given over the phone.

School Year 2023-2024: We are pleased to inform you that Raba will be implementing the Community Eligibility Provision (CEP) under the National School Lunch and School Breakfast Programs for School Year 2023-24. All enrolled students are eligible to receive a healthy breakfast and lunch each day at no charge to your household. You do not need to complete a NSLP Free & Reduced-Price Meal household application, however you will need to complete a CEP form that will help determine additional funding for state and federal programs and services that may be provided to Raba for future school years.

CEP Data Entry [Website](#) (for families)

Nuisances/Gadgets/Dangerous Weapons

Children should not bring toys to school unless specifically requested by the teacher for a

special unit or activity. Depending upon your child's age a toy or nuisance item can look different. A nuisance is anything that distracts your child or others from learning. A hair ribbon or new watch has the ability to be a distraction for your child. Your child is always encouraged to bring books to read.

No one may bring a weapon or item associated with weapons for any reason at any time. Children may never bring fireworks, firecrackers, poppers, matches, or lighters to school at any time. Boy Scouts may never bring their Boy Scout knives to school for any reason. The term "knives" includes pocket knives and knives attached to a key chain. Toy guns and toy knives should never come to school either as they can look very real.

Cell Phone Policy

Responsibility of staff, students and parents: It is the parent's decision to allow their children to bring a mobile device to school and they need to be aware when their child has the mobile device with them. Responsibility for the mobile device rests with the owner of the device and the District accepts no financial responsibility for damage, loss or theft. Each teacher has the right to allow or disallow the use of devices that support student achievement during instructional time as appropriate. Devices should not be used in any manner or place that is disruptive to the normal routine of class/school.

Cell Phones/Mobile Device Cell Phones are to be turned off and kept in students' backpacks while at school. Students not complying with this policy may have the cell phone secured by their teacher or administrator until a parent picks it up. This includes school buses as they are an extension of the classroom. Cell phones or any other electronic devices are not allowed to be out on the school bus.

Parent Teacher Association (PTA)

We love for you to join and support the Raba PTA. During Parent Orientation Night, teachers will provide you with membership information. We hold PTA meetings on the second Tuesday of the month at 5:00 p.m. Please be sure to watch for PTA meeting times on the marquee, Rattlin' Rattlers Newsletters, ClassDojo, Twitter, and our Raba Facebook page. Many interesting programs are planned for the school year.

Parent Volunteers

PTA will also be asking for volunteers (pending security and safety guidelines) for our PAL (Parents Assisting in Learning) program and classroom parents. Parents assist the teachers by making copies, laminating, or by helping in the classroom. Room parents coordinate the school parties and call or email parents to volunteer to help with book fairs, vision and hearing screening, picture day, and other important events.



Your child's teacher may also request chaperones for field trips as they occur during the school year. Each year chaperones and volunteers must fill out a criminal background check form online or in the office. If you have a special area of expertise or a hobby, please let your child's teacher know. Guest speakers always bring the curriculum alive for students and are needed for Career Day.

School Advisory Team (SAT)

The School Advisory Team of Raba consists of parents, teachers, and community members who serve as an advisory team to the principal. The purpose of the SAT is to improve student

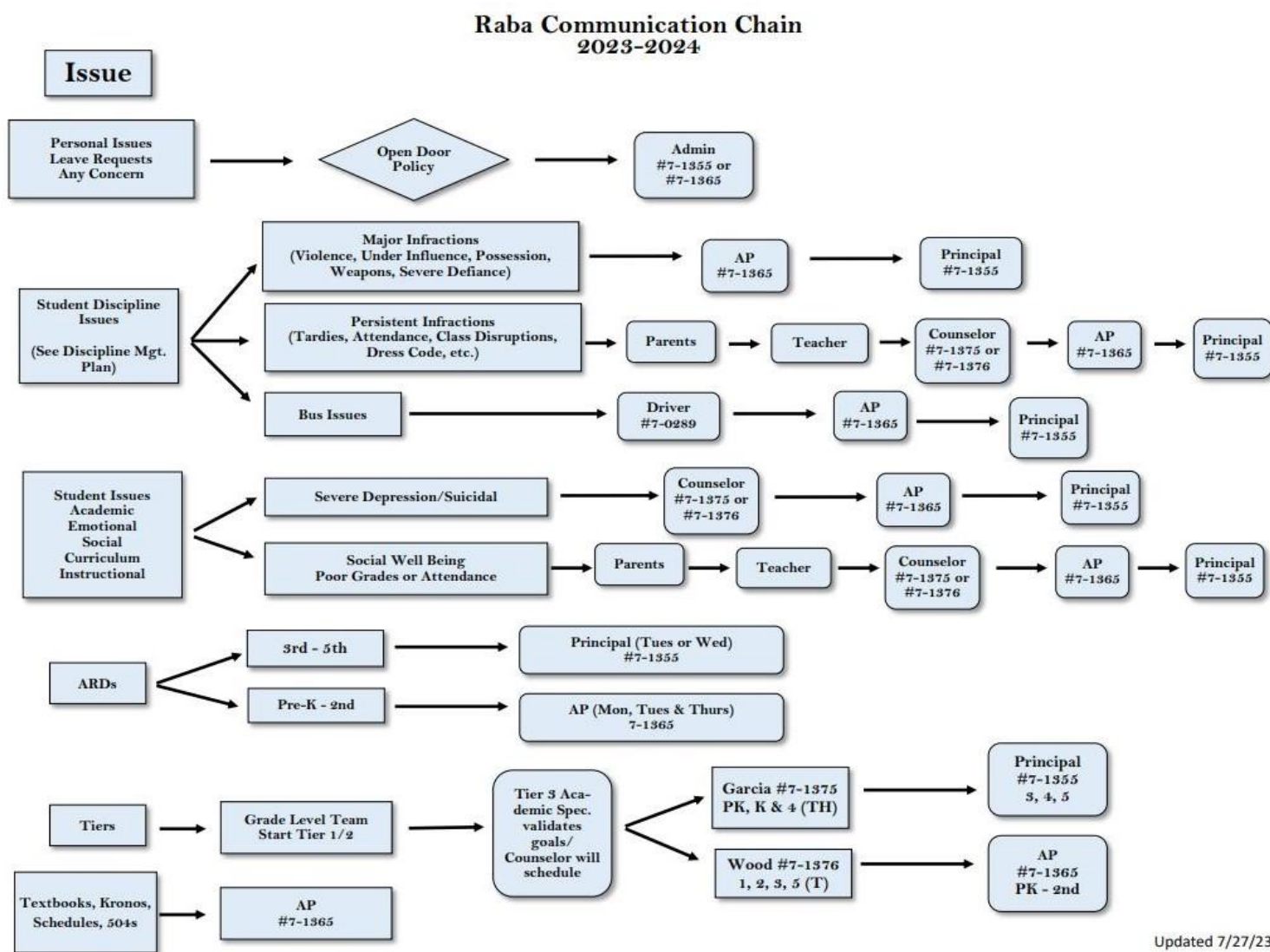
learning. The SAT committee will meet four times each year. You may contact the school if you are interested in becoming a member of the SAT. Names will be drawn randomly around the third week of school. You will be notified of your selection.

If your neighbor does not have a child attending Raba and would like the opportunity to serve, please let him/her know we are always looking for community and business representatives. Please contact Mrs. Neal if you know someone who might be interested.

Lost and Found

Periodically remind your child to look for lost items. A rack is located by the cafeteria. Every year coats, sweaters, lunch boxes, and other items are left at school. Putting your child's name on clothing, lunch boxes and water bottles and other school items will help us find the rightful owner.

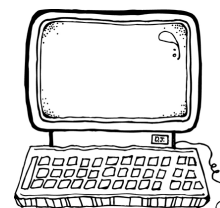
Raba Communication Chain



Updated 7/27/23

Visit us on the Web and in Social Media

Our school web page can be reached through Northside's web page at:



Information on school events and teacher pages are available on the web. Your child's teacher will give you their email address. If you have an e-mail address at home or at work, please share it with your child's teacher.

You can also find school information and stories on ClassDojo, Facebook and Twitter:



@rabaelementaryes



@NISDRabaES



ClassDojo

<https://www.classdojo.com/invite/?s=520b97ac4dcc50b37e000880>