

Welcome to Hicks!



Our future starts here

Tracy Rehfuss, Principal – rehfusst@lisd.net

Alex Kown, Assistant Principal – KownA@lisd.net

Hicks Main Office Phone Number – (469) 713-5981

Welcome!

- ▶ Welcome to the 2022–2023 school year! We are so fortunate to have such a wonderful school community. Thank you for all your support of Hicks!

OUR FUTURE

STARTS HERE

The logo features the word "ONE" in a bold, sans-serif font. The letter "O" is white and contains a dark blue five-pointed star. The letter "1" is a vibrant yellow with a 3D effect, appearing to wrap around the "O". The letters "N" and "E" are white. The entire logo is set against a dark blue background with a subtle grid pattern.

ONE

LEWISVILLE ISD



OUR COMMUNICATION COMMITMENT



Be proactive! Establish communication with your student's teacher(s) early on.



Engage in ongoing communication with teachers and utilize your campus' tools and resources to stay informed.



Please allow 24 hours for teachers to acknowledge that they have received your communication.



Be courteous in communications and always assume positive intent.



Families are always welcome as partners in education. Our promise and priority is to keep students safe -- when on campus please cooperate with safety protocols.



OUR COMMUNICATION COMMITMENT



If the need to discuss a difficult subject arises, we will make every effort to contact families over the phone.



We will be proactive in letting you know about any concerns so that we are able to work together to find a solution.



During time of crisis, we understand establishing contact with your student is important, but please allow district staff to be your primary points of contact for updates.



Please allow district staff to investigate and respond to any rumors that you may see on social media. We take these very seriously and will address them ASAP.



We want you to engage with your student's campus and district communications. We will celebrate and inform and hope you will join us with positive interactions!



LISD.NET



LEWISVILLE ISD



@LEWISVILLEISD

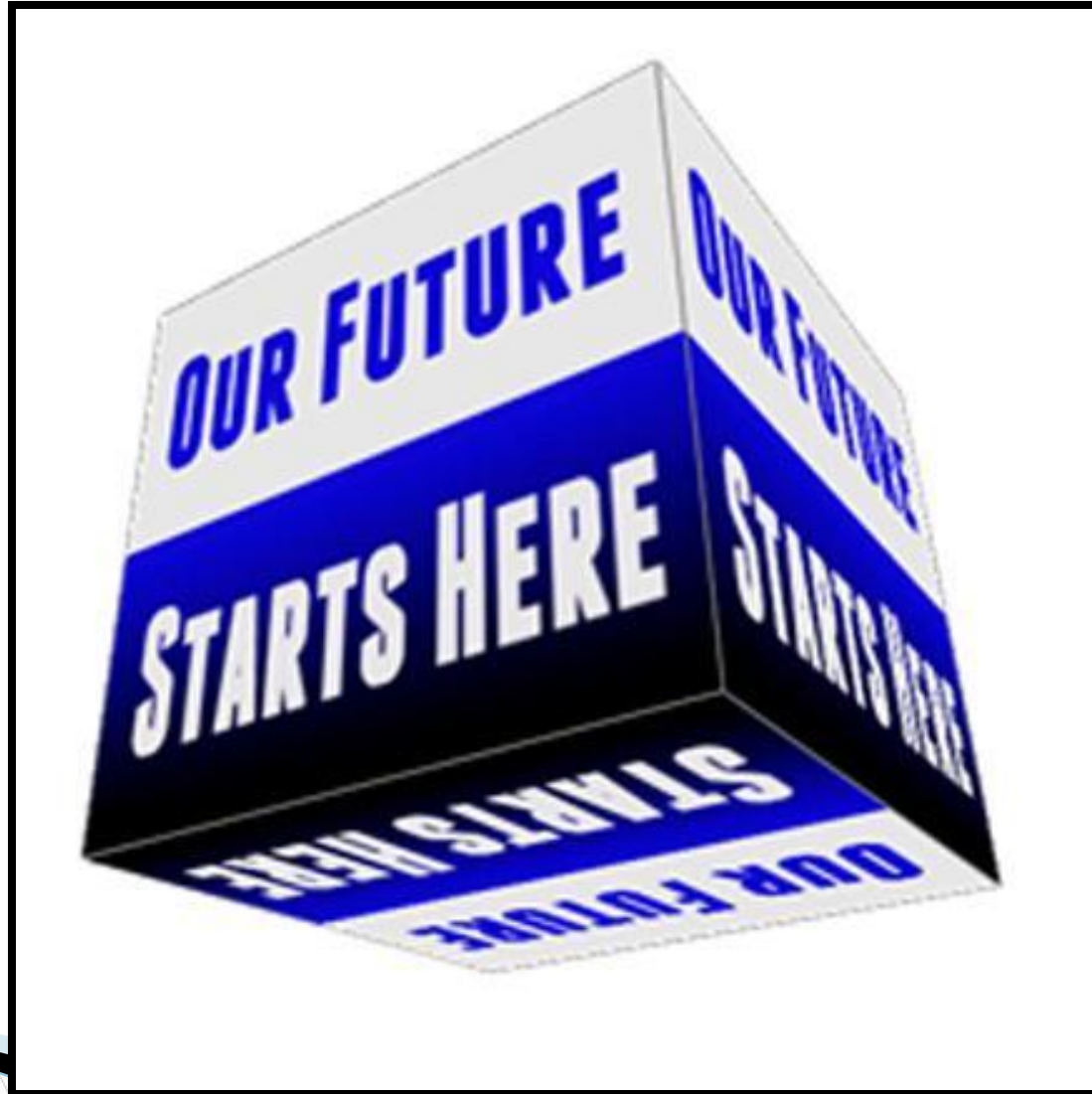


@LEWISVILLEISD



#ONELISD | #LISD22

Our Campus Motto



Communicating with Teachers & Staff

Teachers will communicate with you through the following means:

- Teacher website
- Canvas
- Email
- Phone

Please give teachers and staff 1 business day to respond to any communication before follow up, especially during the school day.

PTA

PTA Website:

- PTA Memberships
- Room Parent Sign-ups
- Class fees for parties
- Spirit wear and Grade level shirts (\$10 new this year).



Please let our counselor, Kristin Migliore (migliorek@lisd.net) know if there is a financial hardship

Communication

- ▶ **Skyward Family Access**– <http://www.lisd.net/>
- Set your preference for Call Blasts and Email Blasts from Hicks and LISD in Skyward
- You can get alerts for your student for the gradebook as well (2–5th grade). K–1 are standards based report cards.

Scan for a Quick reference guide for Skyward Family Access





Follow our social media!



facebook.com/hickselementary/



[@hickselementary](https://instagram.com/hickselementary)



[@hickselementary](https://twitter.com/hickselementary)

COVID

- ▶ Parents/guardians will be responsible for monitoring their students symptoms.
- ▶ If your child tests positive, keep them at home. To inform the district of a positive test, please call the COVID Call Center (CCC) at (469) 444-3558 from 7am - 11am on school days, or use the self-reporting link on the LISD website. A COVID health plan, including return to school date, will be generated and emailed to the parent and school.
- ▶ Plans will be generated for: isolation, positive tests or showing symptoms, or quarantine at parent request due to exposure.
- ▶ TEA mandates a 5 day isolation period.
- ▶ Families will be notified if there is exposure from a case in the classroom.

Safety and Security

- Our district is ahead of others in the state and country thanks to our 2017 bond election. From that, we have already:
 - ❖ Created secure vestibules on all LISD campus' with bullet resistant glass and a buzzer with a camera where all visitors must show their driver's license which is run through our Raptor system.
 - ❖ Created a 2nd set of doors, so visitors cannot get through the doors to get into the building unless they are let in due to official business on campus.
 - ❖ Increased the number of cameras on the interior and exterior of our school.
- Effective this school year, all interior doors will be locked (any room with students in it)
- Students are never allowed to open an exterior door for an adult. Teachers will be communicating this to students.

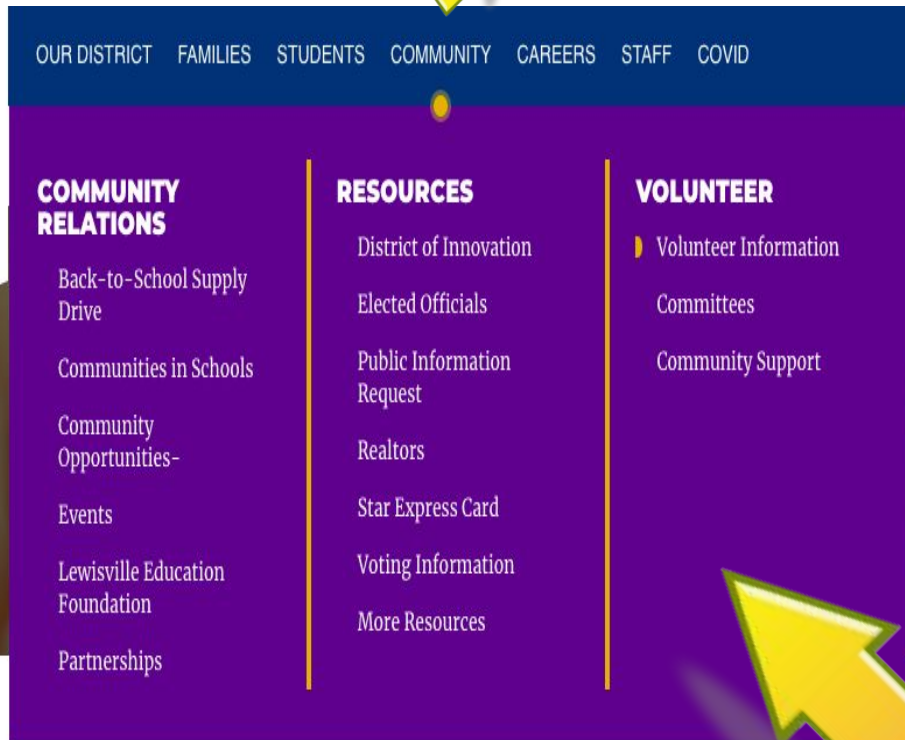
(continued on next slide)

Safety and Security cont.

- Teachers are well versed on making sure anyone in the building has a LISD badge on or visitor's badge.
- NO doors may be propped open.
- Mandatory weekly exterior door checks submitted to district and state
- Increased rover patrols for all elementary campus
- Conduct Civilian Response to Active Shooter Events (CRASE) training for ***all staff by Oct. 1st***
- Our car loop doors used to be on a timer to unlock during drop off times. They will not be on a timer any more, a human will hold the door for the students. Even our custodial staff will be aware of these new procedures.
- We are getting new keyless entries on doors (such as the custodial door), to make it easier for them to do their job while keeping everyone safe.
- Another change is we will have pre-registration for parents to come to large events at Hicks. This will help us to know who is in our building and everyone will run DL through our Raptor system. Please be patient with our office staff as we get used to this new system.

**Convenience
is the Enemy
of Security**

Visitation/ Volunteering



To Volunteer, you must fill out the VOLY volunteer forms at:

LISD.NET

>Community

>Volunteer

The background checks expire each year, so please be sure to apply again!

Every time you come up to school, you must bring your driver's license to check in the front office with our "Raptor" system.

Check-in Process

- ▶ Please be on the lookout for links to preregister for events occurring the school day!
 - This saves time during the check-in process.
- ▶ Bring your driver's license each time you come to campus.
- ▶ Please be patient with our staff during check-in.
 - We are learning and will be adjusting our processes as we ensure the safety of all of our students.

1:X Ipad

- ▶ K-3 will have 1:1 ipads in class. They will use one assigned to only them for use in class.
- ▶ 4th and 5th will have ipads to take home and bring to class each day.



School iPad Rules (4th & 5th)

- ▶ Ipad must be at school fully CHARGED DAILY! No other electronic devices are needed. Leave your charger at home.
- ▶ This device is for school use only.
- ▶ Only the 4th or 5th grade student assigned to the iPad is authorized to use it.
- ▶ DO NOT remove the case unless specifically requested by an LISD employee. Use of a case other than the district issued will VOID the insurance paid by parents. Keyboard is considered part of the case!
- ▶ Inappropriate/misuse of iPad will result in serious consequences.
- ▶ Student's picture/name must be kept on home screen and wallpaper. No stickers on case please!
- ▶ Digital Citizenship will be taught to all students using a district issued device.

Hicks ES Traffic Loops

-AM drop off and PM pick up-

The school opens at 7:15am, and dismissal is at 3:00pm.
School hours are 7:45am - 3pm



Arrival and Dismissal Car loop

Tip to avoid congestion

Instead of coming from Compass and turning on Ridgeland (and then having to make a left turn into the carloops), it will be less congested to take Compass to Mira Vista and turn right, then right again on Ridgeland. Going this way will enable you to turn right into the carloops, rather than left.



Morning Arrival

- ▶ Car riders are dropped off on the Ridgeland side of the school (see map–next page). Older siblings get dropped off in the loop of the youngest sibling.
- ▶ Unless you are parking and have business in the school, do not use the loop in front of the office. For safety, this is for busses only.



Dismissal (car riders and parents who walk up to get students) **NEW PROCESS THIS YEAR!**

- Students will wait inside to be dismissed (older students go to dismissal location of youngest sibling)
- Parents will drive up through the designated car loop. All parents will receive a car tag. Each student will have a Letter/Number that will correspond with their teacher and number in class.
- Parents walking up to get your child, please bring the car tag so you know your child's number.
- If you need more car tags (for another parent or nanny, etc.), let your teacher know.
- A teacher will type your child's number into our system when you arrive and your child will come out to your car.
- Be patient with us as we get used to our new process.

Car Tags & backpack tags

For dismissal –

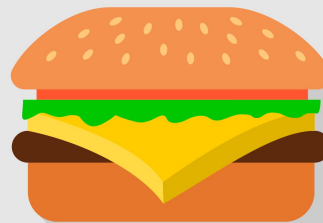


Walking Your Student to Class

- ▶ On the first day of school, only parents/guardians of Kindergarten students will be able to walk their student to the gym. After the first day, no parents will be allowed to walk their student to their morning waiting area.
- ▶ Between 7:15 and 7:40, K–5 students will go to their designated spot:
 - K, 1st, 2nd: Gym
 - 3rd, 4th: Cafeteria
 - 5th: Hallway by the Library
- ▶ The school opens at 7:15am, please do not drop off earlier than that as there no supervision. Students are expected to be in their seats by 7:45am.

Visitors at Lunch

- ▶ Starting September 6th, the cafeteria will be open for lunch visitors.
- ▶ You need to scan your license into our Raptor system with our Office Clerk when you arrive.
- ▶ While dining with your child, remain at the guest table with your child.
- ▶ Guests may only dine with their child.
- ▶ All students enter and exit the cafeteria with their grade level.
- ▶ Guests and students at the guest table are to follow all cafeteria procedures.
- ▶ The final 5 minutes of lunch is a quiet time for all students to finish their lunch



Nurse Updates

*Online health cards should be reviewed EVERY YEAR and signed dated with new school year. Please update with any new information. IT IS ESSENTIAL THAT EMERGENCY CONTACT NUMBERS ARE CURRENT AND ACCURATE.

* Attendance at school is not permitted if these circumstances are present: vomiting, diarrhea, temperature over 100.0, rash, active lice infestation, drainage from eyes, or if the severity of the condition indicates school attendance would not be in the best interest of the child. Please check with the nurse if you have any doubts.

*PLEASE do NOT send your child to school sick! Tylenol and Motrin wear off after 4-6 hours. So expect a phone call from the nurse.

* Elementary school students are not allowed to carry medications with them. Medications must be kept in the health room and administered by the school nurse or a provider designated by the principal.

*HEALTH SCREENINGS Each year students in Kindergarten, first, third, fifth, and those who are new to LISD are screened for vision and hearing. Students in second and fourth grades may have a vision and/or hearing screen done at the request of the parent, teacher, or special education department. Parents may request a vision or hearing screen at any time, simply call your school nurse or stop by the health room. 5th graders get screened for scoliosis.

Hicks ES Parent Orientation: August 11th, 2022

Grade	Hicks General Orientation (all sessions below are the same, so if you have multiple children, you can attend just one and if needed, a different time than listed for your student's grade level)	Teacher Orientation
K/ ECSE	5 pm Library with Principal Rehfuss	5:30 - Kinder - Cafeteria; ECSE - classroom F103
1st	5 pm Gym with AP Kown	5:30 Classrooms (upstairs) - Spanish Immersion - Ms. Marino's room (E117); Southard and Lewis' classes -Ms. Lewis' room (E111)
2nd	5:30 pm Library with Principal Rehfuss	6:00 Classrooms (upstairs) - Dotson, Campos and Divin in cafeteria; Spanish Immersion - in Ms. Sanchez's class (D123)
3rd	5:30 pm Gym with AP Kown	6:00 Classrooms - (downstairs)
4th	6 pm Gym with AP Kown	6:30 Classrooms - (downstairs). Spanish Immersion together in Ms. Walker's room (F207)
5th	6 pm Library with Principal Rehfuss	6:30 - In Cafeteria
*AVLS/ALS	Parents may attend any session above for general orientation.	AVLS/ALS - after general orientation session - Ms. Pasley's classroom (E113-upstairs).

We Are Here For You!

- ▶ It is an honor to be able to serve your child at Hicks Elementary. We are here to serve the students, families, and community when you need us. Please do not hesitate to contact us for any reason. At Hicks, we truly believe “Our Future Starts Here.”



Our future starts here

Tracy Rehfuss, Principal – RehfussT@lisd.net

Alex Kown, Assistant Principal – KownA@lisd.net

Hicks Main Office Phone Number – (469) 713-5981