

Dear Drabek Dragon Parents,

Welcome to the 2024-2025 school year at Rita Drabek Elementary where we prepare every child to be growth-minded and empower them to take ownership of their learning! Mrs. Sellers, our Assistant Principal, and I are excited to welcome you back to our learning community as we begin a wonderful school year with our theme, **“Dragons LEAD with Pride!”** We are looking forward to collaborating with you to provide a learning environment that promotes academic excellence and exemplary citizenship.

The following information should help you and your child get off to a smooth start this year:

“Meet and Greet” will be held on **Tuesday, August 6th from 4:30-5:30**. Students and parents may come by at any point during the assigned time according to the student’s last name. Students will use this time to meet their teacher and visit their classroom. Please bring your school supplies at this time. Families will receive a phone call and/or email from their teacher with classroom information by August 5th.

First Day: The first day of school is **Thursday, August 8th**. Parents are encouraged to walk their child to their classroom on the first day of school beginning at 7:30 AM. Teachers will be available to assist you with locating your child’s classroom.

Arrival/Dismissal: The building opens at 7:30 AM. Please do not drop off students prior to 7:30 since there is no adult supervision provided before school. **All students should arrive at school by 7:55 and be in class by 8:00 AM to prevent being tardy.** Any student not in their classroom by 8:05 AM will need to be checked in by an adult and will receive a tardy for the day. Dismissal is at 3:25 PM. Communicate to your child’s teacher how they will get home prior to the first day of school.

Transportation:

- **Dismissal:** School ends at 3:25 PM each day. We appreciate you making arrangements to have your student picked up at the end of the day, on time. Teachers are off duty after dismissal and may not be available after 3:50 PM without an appointment.
- **Dismissal Changes:** We understand that plans sometimes change. Dismissal change requests cannot be taken over the phone. Please send dismissal changes in writing, through email to your student’s teacher. All changes must be received by 2:00 PM so that your student is dismissed safely and according to the pre-determined plan. Teachers only have guaranteed access to email before school, during their planning period, or after dismissal; it is best to email them before the end of their planning period to confirm receipt of the dismissal change. If you did not receive email confirmation that your teacher received your student’s dismissal change, you may call the front office to confirm.
- **Bus Route** information can be found [HERE](#). ****PreK students may not ride the buses; parents are responsible for transportation. Siblings of PreK students should have the same dismissal plan as their PreK sibling.****
- **Car Rider drop off and pick up** is located at the front of the school and only through the drive through lane. After the first day of school, parents will be asked to not park and escort students, as staff members will be there to assist children to and from cars. A windshield identification tag will be provided for all car riders to hang from the rear view mirror of your car in order to expedite dismissal procedures; please help your child memorize this number. Children are not allowed to walk unescorted to a car. Please realize, in advance, that on rainy days the procedure for drop off and pick up will take a longer due to the increased number of car riders.
- **FBISD buses and Day Care buses** will load and unload students in the bus zone area/ faculty parking lot in the back of the campus. **Cars may not drop off or pick up students in the bus zone or teacher parking lot for safety purposes.**

Walkers/Bikers (Read Carefully):

- Woodbridge Walkers/Bikers- Students will be escorted by staff members with their bikes all the way down the sidewalk of Lake Woodbridge. **All students MUST cross at the crosswalk; please wait for your student on the corner of Hundred Bridge Lane and Lake Woodbridge on the other side of the cross walk.** For safety purposes, **walkers should not be picked up in a car; all car riders should be picked up in the car rider line.** Please be respectful of the neighbors’ driveways and the safety of our children. All students in grades 2-5 are

allowed to walk home without an adult, if that is the plan you created with your child. If a student does not see their guardian or know their way home, he/she will be returned to campus to call parents and wait in the front lobby.

- West Airport Walkers/Bikers- All students MUST cross at the crosswalk; please wait for your student at the appropriate West Airport Corner on the other side of the cross walk. For safety reasons, walkers should not be picked up in a car; all car riders should be picked up in the car rider line. All parents and siblings are to remain on the three corners of West Airport and meet their children across the street. All students in grades 2-5 are allowed to walk home without an adult, if that is the plan you created with your child. If a student does not see their guardian or know their way home, he/she will be returned to campus to call parents and wait in the front lobby.
- Bad Weather Dismissal Announcement – Students will be allowed to walk on light, rainy days. Light rain/showers will not automatically prompt a walker/biker’s alternate dismissal plan. Walkers/bikers are encouraged to keep a small umbrella or rain jacket on hand if light rain or light showers are expected. An alternate “Rainy Day/Bad Weather” dismissal announcement will be made when it is unsafe to walk due to heavy rain, thunder, and/or lightening. This will be announced prior to 3:00 PM by email. Once called, only an adult or older sibling LISTED in Skyward WITH a government issued picture ID in-hand will be able to retrieve students whose “Rainy day/Bad Weather” plan is to still walk/bike. If the alternate plan is to be a car rider, then they can be picked up in the front drive.
- *Please be mindful that rainy day dismissal will take longer than normal. Students must follow the rainy day plan provided to the teacher by the parent: Car riders may only be picked up in a car and rainy day walkers can only be checked out by an adult listed in skyward with an ID in hand. We will not be able to make last minute changes during dismissal.*

Student safety is a matter of the utmost importance, so please let us know if you have any questions about dismissal or transportation.

Meals at School: If your child will be eating breakfast in the cafeteria, please have them arrive between 7:30-7:50 AM. The breakfast line closes at 7:50 AM, with the exception of tending to late bus riders. Students may purchase breakfast and/or lunch for the prices specified below. The District strongly encourages all families to complete the Free & Reduced Meals application at www.schoolcafe.com/fbisd in order to receive free/reduced meals; a new application need to be completed each year by all families wanting to qualify.

[School breakfast/lunch information with prices \(Click Here\)](#)

Students will be able to receive lunch visitors beginning August 29th. In an effort to prevent overcrowding, parents are asked to follow a lunch visitor schedule: Students with last names beginning with A-M can have visitors on odd numbered days, and students with last names beginning with N-Z can have visitors on even numbered days. Parents and students will also be seated at a visitor only table.

School Entry: All building doors will be locked at all times. Parents who come to campus must enter through the front door and check in with a government issued ID at the front office.

Communication: Please complete your child’s Student Verification forms in Family Access. ***This is a district requirement each year and must be completed for NEW and RETURNING students before August 18th:*** [Verification Flyer in English](#) [Verification Flyer in Spanish](#)

Weekly newsletters, report cards, and progress reports are sent to the primary email on file in Skyward Family Access. Parents will also be asked to complete custom forms including: Consent Form, Medical/Emergency Information, Library Opt-In Notification Form, Text Message Opt-In, and others. Please also list any person(s) that are allowed to pick up your child for dismissal as well as all numbers available to contact parents in case of an emergency. [Family Access Quick Guide](#) .

Thank you for taking the time to read over these important procedures. Since the first day of school is fast approaching, please review these procedures with your child. With all of us working together, I know we will have a great beginning. I am looking forward to an inspiring, productive year! The combination of bright, eager students, an amazing staff, and supportive parents makes Drabek an excellent school for our children!

April Marsters, Principal
Drabek Elementary