



Overton Park Elementary  
2024-2025  
Family Handbook

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# Faculty and Staff Roster 2024-2025

Sandra Haro, Principal  
Kimberly Ballard, Assistant Principal

## **Office Staff**

Kayla Kopp	Secretary	office
Judy Franke	Data Clerk	office

## **Support Services**

Melani Skinner	Nurse	1003
Alicia Johnson-Mata	Counselor	1016
Rachel Cook	Librarian	2001
Carlee Byrd	Inclusion/Resource	2013
Lindsey Jackson	Sped aide	
Elizabeth English	Diagnostician	1046
Kristen Cooke	Speech	1048
Cara Hunter	Dyslexia	2013
Caroline Crixell	ECSE	1026
Sharon Barr	ECSE aide	1026

## **Campus Security**

John Saucier

## **Cafeteria**

Blanca Perez	Cafeteria Manager
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## **Custodial Staff**

Marta Santillan	Head Custodian
Alma Jaramillo	
James Brookins	
Kenya Wilson	

# Faculty and Staff Roster 2024-2025

Sandra Haro, Principal  
Kimberly Ballard, Assistant Principal  
817.814.6900

## **PRE-K**

Kim Balderston 1085  
Alyssa Bethea 1084

## **PRE-K Assistants**

Cathy Hutchinson 1085  
Jenni Wallis 1077

## **Kindergarten**

Kirsten Parker 1079  
Jill Evert 1080  
Mallory Kirk 1086  
Colleen Baum 1077

## **First Grade**

Jennifer Felker 1023  
Katie Hartz 1029  
Lori Hobbs 1036  
Wendy Parlington 1035

## **Second Grade**

Hailey Hughes 1043  
Holly Addington 1028  
Ashley Ryan 1037  
Heather Walker 1027

## **Third Grade**

Sayler Kampfe 2025  
Adele Morris 2027  
Shannon Quinn 1041  
Kristi Shelton 1044  
Madie Sandberg 1038

## **Fourth Grade**

Claire Hearn 2024  
Maggie Hoelke 2015  
Juan Espinoza 2023  
Olivia Nowell 2022

## **Fifth Grade**

Andy McKenzie 2029  
Jessica Patterson 2030  
Shannon Gonzalez 2028

## **STEM/Science Lab**

Chuck Henson

## **Special Ed Dept**

Carlee Byrd 2013  
Kristen Cooke 1052  
Cara Hunter 1050

## **Music**

Cindy Burlin 1047

## **Art**

Jacqueline Copeland 2009

## **P.E.**

Josh Kosciol 1069  
P.E. Aide  
TBD

## **Support**

Sherry Lanier Campus Asst.  
Diane Myers 1<sup>st</sup> Grade tutor  
Candy Channel KG tutor

# Overton Park Elementary School Family Handbook 2024 - 2025

This handbook will provide you with information and familiarize you with some of the more commonly used procedures and policies relating to your role at Overton Park ES. This handbook does not include all policies and procedures. Therefore, please familiarize yourself with the Board Policy Manual. If this handbook appears to conflict with the Board Policy Manual at any time, that policy will take precedence over the handbook. It is essential to be well-informed. Please use this as a reference throughout the year. As policies and procedures change, you will be advised. If you have additional questions that are not found here, please ask [Sandy Haro](#) or [Kim Ballard](#).

## **FWISD Mission:**

***"Preparing all students for success in college, career, and community leadership"***

## **Overton Park Elementary School Mission and Vision**

### **MISSION:**

The mission for Overton Park Elementary is to provide a comprehensive educational program that meets instructional, emotional, and safety needs of ALL students and prepares them for a pluralistic society.

### **VISION:**

The vision of Overton Park Elementary School is to develop students as lifelong learners who will strive to maximize their potential academically and socially in our global society.

### **MOTTO:**

Owls, Be Bold, Be Kind, Be You!

### **THEME:**

BE!



## Overton Park Elementary School

### **MISSION:**

The mission for Overton Park Elementary is to provide a comprehensive educational program that meets the instructional, emotional, and safety needs of ALL students and prepares them for a pluralistic society.

### **VISION:**

Overton Park Elementary School's vision is to develop students as lifelong learners who will strive to maximize their potential academically and socially in our global society.

### **MOTTO:**

Be Bold. Be Kind. Be You!

### **OVERTON PARK SCHOOL SONG**

Melody by Dvorak

Lyrics by OPE 5th Grade Class of 2021 and Ms. Burlin

Green and blue, soaring high, reaching to the sky  
Overton, we love you, you've taught us how to fly.  
Integrity, character, tradition, and pride,  
Leadership, wisdom, you have been our guide.  
Green and blue, soaring high, reaching to the sky,  
Overton, we sing to you, you've taught us how to shine.

# Overton Park Elementary School Family Handbook 2024 - 2025

Dear Overton Park Families,

The OPE Family Handbook guides families with rules and procedures unique to OPE and is aligned with the FWISD Student Handbook. Please take the time to read through the handbook and review the contents.

Overton Park Elementary is an exceptional campus. We are ranked as an A campus!! Our "A" rating does not happen by accident! We earn our high ratings through performance and progress that directly reflect the hard work and effort of all our teachers, students, and families.

Overton Park is committed to clearly communicating the expectations and implementing policies and procedures in a fair and consistent manner. It is our hope that this document will be used as a resource throughout the school year to gain an understanding of our policies and procedures and be able to answer questions.

We are all excited to begin the 2024-2025 school year together!

As always, please feel free to contact me if I can assist you in any way.

Educationally,

Sandy Haro, Principal  
[sandra.haro@fwisd.org](mailto:sandra.haro@fwisd.org)  
817-814-6900 (office)

# Facts about Overton Park Elementary School

## Inaugural School Year

2020-2021

### Hours:

7:40-3:25: Staff

7:50-3:20: Students

### School Colors

Blue and Green

### School Mascot

Ozzie the Owl

2000 Park Place, 76110 | 817-814-5400

## The Paschal Pyramid Schools

### R. L. Paschal High School

3001 Forest Park Blvd., 76110 | 817-814-5000

### Daggett Middle School

1108 Carlock, 76110 | 817-814-5200

### W. P. McLean Middle School

3816 Stadium Drive, 76109 | 817-922-6830

### W. P. McLean Sixth Grade Center

3201 South Hills Drive, 76109 | 817-814-5700

### George C. Clarke Elementary School

3300 S. Henderson, 76110 | 817-814-6100

### Lily B. Clayton Elementary School

### Alice D. Contreras Elementary School

4100 Lubbock Avenue, 76115 | 817-814-7800

### Daggett Elementary School

958 Page, 76110 | 817-814-5500

### De Zavala Elementary School

3009 Bilglade Rd., 76133 | 817-814-5800

### **Overton Park Elementary School**

**4865 Briarhaven Rd, 76109 | 817-814-6900**

### Tanglewood Elementary School

3060 Overton Park Dr. W, 76109 | 817-814-5900

### Westcliff Elementary School

4300 Clay, 76109 | 817-814-6000



# Overton Park Elementary School Family Handbook 2024 - 2025

## Contact Information

Principal	Sandy Haro	<a href="mailto:sandra.Haro@fwisd.org">sandra.Haro@fwisd.org</a>	817-814-6900
Asst. Principal	Kimberly Ballard	<a href="mailto:kimberly.ballard@fwisd.org">kimberly.ballard@fwisd.org</a>	817-814-6900
Counselor	Alicia Johnson-Mata	<a href="mailto:alicia.johnson@fwisd.org">alicia.johnson@fwisd.org</a>	817-814-6915
Nurse	Melani Skinner	<a href="mailto:melani.skinner@fwisd.org">melani.skinner@fwisd.org</a>	817-814-6920
Secretary	Kayla Kopp	<a href="mailto:kayla.kopp@fwisd.org">kayla.kopp@fwisd.org</a>	817-814-6997
Attendance and Data Clerk	Judy Franke	<a href="mailto:judith.franke@fwisd.org">judith.franke@fwisd.org</a>	817-814-6902

## Bell Schedule

Doors Open	7:35 am
Breakfast	7:30-7:45 am
Students to Class	7:35 am
School Begins	7:50 am
PreK-5 dismissal	3:20 pm

## Marking Periods

	<b>Grading Period</b>	<b>Progress Reports</b>
1st Six Weeks	August 13 – September 20, 2024	September 4, 2024
2nd Six Weeks	September 23 – November 1, 2024	October 16, 2024
3rd Six Weeks	November 4 – December 19, 2024	December 4, 2024
4th Six Weeks	January 7 – February 14, 2025	January 29, 2025
5th Six Weeks	February 18 – April 4, 2025	March 12, 2025
6th Six Weeks	April 7 – May 22, 2025	April 30, 2025

# FORT WORTH INDEPENDENT SCHOOL DISTRICT 2024-2025 TRADITIONAL CALENDAR

JULY 2024						
SU	M	TU	W	TH	F	SA
		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			
NEW! - PEER-LED TEACHERS BEGIN 7/23/24						
0 Student Days   3 Leave - no Teacher Days						

AUGUST 2024						
SU	M	TU	W	TH	F	SA
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
13 Student Days   20 Teacher Days						

SEPTEMBER 2024						
SU	M	TU	W	TH	F	SA
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					
Hispanic Heritage Month September 15 - October 15						
20 Student Days   20 Teacher Days						

OCTOBER 2024						
SU	M	TU	W	TH	F	SA
	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			
22 Student Days   23 Teacher Days						

NOVEMBER 2024						
SU	M	TU	W	TH	F	SA
Latino American Heritage Month						
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
THANKSGIVING BREAK						
15 Student Days   16 Teacher Days						

DECEMBER 2024						
SU	M	TU	W	TH	F	SA
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					
WINTER BREAK						
14 Student Days   15 Teacher Days						

JANUARY 2025						
SU	M	TU	W	TH	F	SA
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	
16 Student Days   19 Teacher Days						

FEBRUARY 2025						
SU	M	TU	W	TH	F	SA
African American History Month						
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 1
19 Student Days   20 Teacher Days						

MARCH 2025						
SU	M	TU	W	TH	F	SA
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					
Women's History Month						
15 Student Days   16 Teacher Days						

APRIL 2025						
SU	M	TU	W	TH	F	SA
	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			
Arabic American Heritage Month						
21 Student Days   21 Teacher Days						

MAY 2025						
SU	M	TU	W	TH	F	SA
Asian American and Pacific Islander Heritage Month						
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				
16 Student Days   17 Teacher Days						

JUNE 2025						
SU	M	TU	W	TH	F	SA
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					
20 Work Days						

JULY 2025						
SU	M	TU	W	TH	F	SA
	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			
22 Work Days						

AUGUST 2025						
SU	M	TU	W	TH	F	SA
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				
21 Work Days						

- DISTRICT HOLIDAY (SCHOOLS CLOSED)
- STAFF DAY (NO STUDENTS)
- SENIOR MILESTONE
- STATE TESTING

**SCHOOL HOURS:**  
 7:50 am - 3:20 pm Pre-Kindergarten (NEW)  
 7:50 am - 3:20 pm Elementary School  
 9:00 am - 4:30 pm Middle School  
 8:15 am - 3:45 pm High School

173 STUDENT DAYS x 450 Minutes = 77,850 Minutes  
 187 TEACHER DAYS  
 TEACHER PLANNING DAYS: Aug 9, 30, Oct 14, Jan 6, Feb 17  
 TEACHER PREP DAYS: Aug 7, 12, Dec 20, May 23  
 PROFESSIONAL LEARNING DAYS: Aug 5, 6, 8, Nov 5, Mar 24

**DATES SUBJECT TO CHANGE**  
 Fort Worth ISD Board Approved 1/30/2024

State Testing Dates and Dates Subject to Change  
 Student Assessment Testing Calendar: 2024-2025



Districts and charter schools are required to operate for a minimum of 75,600 minutes (including dismissals and recess). Districts are also allowed to add minutes as necessary to compensate for minutes of instruction lost due to school closures caused by disaster, flood, extreme weather conditions, bus cancellation, or another calamity. Texas Education Code (TEC), §25.167

## Important Sites to Know and Subscribe

Overton Park FWISD  
Website

<https://www.fwisd.org/overtonpark>

Overton Park PTA Website

<https://www.overtonparkpta.org/>

Overton Park Eblasts

<https://bit.ly/OPEEblasts>

Overton Park Parent FB  
page (private for parents only)

<https://bit.ly/OPEparentFB>

Approval and answered  
questions required

The Overton Park PTA Website is a wealth of information. From this site, you can join PTA, subscribe to the school's calendar of events, check out the spirit shop, join Dad's Club, and so much more!

Teachers and school administration send out updates and reminders to parents via email and text messages using Blackboard/Parent Link. The email address and phone number you use to register your student is the one that is populated for OPE to utilize. If you are not receiving the updates, please check your spam/junk/clutter folders and allow them to be sent to your inbox. If you happen to block FWISD, you will also block OPE.

# FWISD Dress Code

## Student Dress Code

All FWISD students are required to be in dress code/uniform daily. An outline of the dress code is available on the district webpage. Here is an overview of what Overton Park expects:

- White or blue collared shirts are allowed.
- Khaki, black, navy, denim pants, shorts, and skirts are permitted.
- Hats and hoods may not be worn inside the building.
- No slip-on or slide shoes are allowed. (students will need to have sneakers for PE)

\***Tights/leggings** are not pants. Tights/leggings may only be worn under shorts, skirts, and dresses/jumpers. This applies to all spirit days as well. No pajama style/loose leggings. The tights/leggings may be any color, but they must be a solid color. No prints, polka-dots, or designs of any kind are allowed.

\***Jeggings** are acceptable so long as they are not skin-tight. Remember, all shirts must be tucked in, so the jeggings must be thick/loose enough to accommodate a tucked shirt.

\***Jumpers/Sleeveless Dresses** must have a collared shirt underneath.

\*No White Bottoms - White Dresses- White Skirts

\*No Butterfly Skirts

\***Hoodies** are allowed, but the hood may not be up or worn during school hours. Uniform shirts must be worn underneath the hoodie.

**Overton Park Spirit Shop Clothing** that meets the dress code policy may be worn daily. The Spirit Shop socks are not a solid color but have been approved for daily wear.

### **Overton Park Plaid**

The navy/evergreen plaid has been approved for OPE. Lands' End calls it classic navy/evergreen plaid, which may be purchased locally. Some uniform shops refer to it as Plaid #79.

### **Spirit Days/Free Dress**

- Every Friday is Overton Park Spirit Day! Students may wear Overton Park clothing from the spirit shop or other OPE t-shirts from school-related activities.
- The first Monday of each month is College Spirit Day! Students are invited to wear tops representing colleges and universities. Several "first Mondays" are non-school days, so please check the Overton Park School Calendar for exact College Spirit Day dates.
- 5th-grade students may wear their 5th-grade shirts each Monday.
- There are several free-dress days throughout the school year. Please check the school calendar for exact dates.

No spaghetti strap tops, or strapless tops allowed. Student shoulders should be covered.

# Grades

## Numerical Grades

Numerical grades on a scale of 1- 100 will be used to evaluate student progress in the following academic areas: Language Arts, Reading, Spelling, Mathematics, Science, Social Studies, and Health.

Beginning with the 2019 – 2020 school year, the numerical grading scale for elementary students, middle school students, and high school students graduating in the class of 2023 and thereafter are shown below:

90 – 100 A - Above Average to Outstanding Progress  
80 – 89 B - Satisfactory to Above Average Progress  
70 – 79 C - Limited to Average Progress  
0 – 69 F - Failing  
I\* Incomplete/Failing

\* The "I" is not an academic grade but indicates incomplete work or the required number of grades not complete, or a grade of 69 or below; therefore, students with an "I" are ineligible for extracurricular activities. (TEC 33.081)

## Homework

Homework aims to improve student learning and provide opportunities for extending learning time beyond the school day by giving practice, developing proper study habits, and fostering positive attitudes toward school work outside the school day.

Homework is not to be counted as more than ten percent of the six-week grade and may only be counted if it improves the student's grade at the campus and at the teacher's discretion.

Additional reading assignments, as outlined in the campus handbook, may be required but do not count toward cumulative total homework minutes.

Homework guidelines, not including additional reading assignments:

K – 2; 10 – 20 minutes per day

3 – 5; 30 – 60 minutes per day

## Focus

Focus is the FWISD student information system. Students and parents can access FOCUS to view assignments, grades, and absences. FOCUS is updated in 'real-time'. While this is a fantastic feature, it is also a little 'dangerous.' Please have conversations and ask questions with your owl if you see something that raises questions or concerns. It is very hard to see something you do not like or are unsure of and want to fix immediately, but allowing your child to explain gives them a sense of accountability and ownership.

## Parent Portal

Parent Portal is a FOCUS account where parents may access grades and attendance. You will create an account using your email and password of your choice by clicking here:

[www.fwisd.org/parentportal](http://www.fwisd.org/parentportal)

The Letters E, S, N, and U will be used for conduct grades.

<b>Letter Grades</b>	<b>Explanation</b>
E-Excellent	Overall, clearly outstanding regarding behavior; exceeds expectations in following school/classroom rules.
S-Satisfactory	Overall meets expectations regarding behavior and in following school/classroom rules.
N- Needs Improvement	Overall fails to meet expectations following school/classroom rules; clearly needs help to improve behavior.
U- Unsatisfactory	Overall, far below expectations following school/classroom rules; clearly needs help to improve behavior.

<b>Work and Study Habits</b>	
Completes Assignments	Has Supplies and Cares for Materials
Does Neat Work	Listens Attentively
Follows Directions	Obeys School Rules

<b>Conduct</b>	
Respects Authority	Uses Time Wisely
Talks at Appropriate Times	Work and Plays Well with Others
Uses Acceptable Language	Uses Self Control

### **Awards and Certificates for 3<sup>rd</sup>-5<sup>th</sup> Grade**

- Gold Honor Roll – All 90's and above in the five core subjects (reading, writing/CLA, math, science, and social studies)
- Silver Honor Roll-All 80's and above in the five core subjects (reading, writing/CLA, math, science, and social studies)
- AR Goal Award- Met goals (comprehension 75% or higher and point) every six weeks

If a student enrolls mid-year, they are eligible for the above awards so long as we can determine eligibility through their transcript from the previous school.

## OPE School Day Information and Rules

### **Attendance**

According to Texas State law, each student must be in attendance 90 percent of the days the class is offered.

When a student is absent, he/she will **not** be allowed to attend any events on campus before, during or after school hours. These events may include but are not limited to:

- Enrichment
- Running Club
- PTA Sponsored activities.
- Movie Night

### **Contacting Teachers and Staff**

Every FWISD employee has a district-issued email. Please utilize this email to contact teachers and other staff members. Teachers have a **55-minute** planning period once daily, which is when they can read and respond. Allow 24 hours for a response before contacting a second time. Most of the FWISD emails are [firstname.lastname@fwisd.org](mailto:firstname.lastname@fwisd.org). Your child's teacher will give you their exact contact information during the parent meetings. **Please refrain from calling and texting teachers during the day. Call the office if you need assistance immediately or get a last-minute dismissal change for a student. The office will get the message to the teacher. We need all communication to come through the main office during the school day that deals with last minute changes and messages for students. This includes texting lunch reminders, bus changes, carpool changes etc.**

### **Classroom Parties**

Per FWISD, classroom parties must be designated as a campus during certain times of the year, i.e., winter break and Valentine's Day. Birthday celebrations are for PK and KG only, and parents must coordinate with teachers to schedule a celebration. All celebrations must take place during the last 30 minutes of the day. No celebrations are allowed during lunch. Parents must coordinate with the teacher in advance to schedule birthday celebrations.

### **Cafeteria**

Breakfast and lunch will be provided to students daily at no cost. Parents who would like their students to purchase additional items, such as chips, ice cream, cookies, etc, are encouraged to log on to MySchoolBucks.com and add money to the account.

Menus can be found on the Child Nutrition Services page ([www.fwisd.org/Page/480](http://www.fwisd.org/Page/480)).

We will do our best to update you on social media, Eblasts, and the parent Hoot! Newsletter.

### **Lunch with Students**

Parents cannot eat with their children at school in the cafeteria. However, if you would like to spend time with your child during lunch/recess, please come to the main office and request a dismissal slip for that time period. You may take your child off campus or utilize Ozzy's Perch. The perch is located at the front of the building on the turf. Picnic tables are provided for your use. We do ask, however,



that you try to limit this to special occasions. Lunch and recess provide our students with time to socialize with peers and exercise to get them ready for the rest of their academic day.

### **Lunch and Recess Schedule**

<b>Grade</b>	<b>Recess</b>	<b>Lunch</b>
PK	9:45-10:15	10:15-10:45
K	10:15-10:45	10:45-11:15
1	10:35-11:05	11:05-11:35
2	11:00-11:30	11:30-12:00
3	11:35-12:05	12:05-12:35
4	12:30-1:00	12:00-12:30
5	12:00-12:30	12:30-1:00

### **Planning Period Schedule**

<b>Grade</b>	<b>Time</b>
PK	1:10 -2:05
KG	11:35-12:30
1	12:30-1:25
2	1:25-2:20
3	8:45-9:40
4	9:40-10:35
5	7:50-8:45

### **Clayton Youth Before and After School Care**

Clayton Youth has an on-site program for our families at OPE. Please contact them directly for pricing, hours, and availability.

## **Deliveries**

We are unable to accept special deliveries for students. Please do not bring, drop off, or send lunches, flowers, cookies, etc. We are also unable to accept deliveries from Door Dash, Uber Eats, Grub Hub, etc.

## **Food and Snacks**

The number of students with life-threatening allergies has increased significantly. To limit exposure to allergens, food is not to be used in class lessons or as a reward/incentive. PK and KG will have a store-bought afternoon snack. Teachers will send home information regarding their procedures and preferences. **There are no birthday party treats beyond kindergarten.**

## **Gifted and Talented**

All of our teachers are trained and certified in gifted and talented instruction. All teachers provide advanced academic instruction in the classroom to meet the needs of all our students. While we screen and identify gifted and talented students, ALL Overton Park students are treated as gifted and talented learners. We believe that advancing all our students is critical; therefore, we have chosen to run a school-wide GT program. We teach at high levels during whole group lessons and scaffold instruction during small group time to meet the needs of individual students. All students participate in special projects and enrichment activities regardless of their GT code.

## **Overton Park Playground**

The OPE playground is open to the public during non-school hours. The field areas are on a first-come, first-served basis. OPE does not set a schedule or take reservations for the field. Please be courteous to all those using the field and equipment. Please dispose of all trash in the outside trash cans.

## **Student Cell Phone and Smartwatch Policy**

Students may bring a cell phone or wear a smartwatch to school. However, certain rules must be followed.

- The cell phone must remain **turned off** and kept in their backpack while at school.
- Smartwatches must remain **turned off** and kept in their backpack while at school.
  
- Please be aware that OPE cannot be held responsible for lost, damaged, or stolen devices.

## Water Bottles

We ask that students bring a water bottle to school with them daily to stay hydrated. It has been found that when our brains become dehydrated, our cognitive performance declines. This can impact students' ability to learn new information or concentrate during school.

We are asking for bottles that can be sealed when not in use. This will minimize spills in the building. Please only send bottles, plastic or stainless steel, that have a flip top.

## Visitors and Volunteers

Volunteer workers, including parents, mentors, and club sponsors, are always welcome at Overton Park Elementary School. As a security measure, volunteers **must** sign in with the front office and wear a volunteer sticker while in the building. If volunteers will be working with students individually without teacher supervision, they must have a background check first.

All volunteers and visitors are required to enter OPE through the front doors. There is a 'doorbell' that alerts the front office staff that you are requiring admittance. Once you enter, you will remain in the front office. If you are picking up a student, he/she will be called to the office to meet you. All visitors **must** present a photo ID and be processed through FWISD's Raptor Security System. This is the system that prints the visitor badges. You **must** wear the badge while on OPE's campus.

## Arrival and Dismissal

The arrival and dismissal procedures have been revised to ensure the safety and security of our students. Please be patient; traffic may be heavier in the first few weeks as we get into a routine.

ALL students (PK-5) will enter the building through OPE's front or side entrance (rock wall) doors. The only students who will enter through the cafeteria are those riding the bus or attending Clayton Youth.

Adults in the halls will assist all our students in getting to their classrooms. We are confident that all our students will be able to make it to their classes, and they will help to limit safety concerns.

ECSE will drop off and pick up at the side door near the handicap parking.

PreKinder-5<sup>th</sup> grade will be dismissed from the front of the school at 3:20.

You can use the parking lot across the street at Temple Beth-EL for drop-off and pick-up using the spots that face Briarhaven and Library Lane. **\*\*You may NOT park in the spots that face the temple.** You can also park along Library Lane to drop off and/or pick up students. Please be mindful of the traffic and the cars coming and going. There is a **no-left turn from Library Lane onto Briarhaven.**

The staff parking lot is for Overton Park teachers and staff only, apart from our Early Childhood Special Education students. Please **DO NOT** drop off or pick up students from the lot. If you have children attending Lil' Goldman, please plan to pick them up before or after picking up your owl. **We will not allow any student to walk through the parking lot to be picked up.**

**Arrival Information**

**How students enter OPE**

<b>Who</b>	<b>When</b>	<b>Where</b>
Bus Kids	7:30ish-according to FWISD bus schedule	cafeteria
Walkers	Before 7:35	To the cafeteria to sit at designated tables
Walkers	After 7:35	To the halls outside classrooms
Carpool	Before 7:35	To the cafeteria
Carpool	After 7:35	To the halls outside classrooms
Clayton	7:00-7:40	Cafeteria- monitored by Clayton staff

**Dismissal Information**

**How students leave OPE**

<b>Who</b>	<b>When</b>	<b>Where</b>
Bus Kids	3:15	cafeteria
Walkers	3:20	Walk to the front crosswalk and cross when given permission
Carpool	3:20	Out front on the porch area/grass area

## **OPE Events & Special Days**

### **Enrichment**

The OPE Enrichment Program runs for six weeks in the fall and spring. The classes take place after school on Wednesday and Thursday for one hour. Each semester there is a different variety of classes offered by outside companies and OPE teachers. Classes have included chess, drone flying, cooking, cheerleading, papier-mâché, and more. Registration is **first-come, first-served**.

### **Fall Fundraiser**

Fall Fundraiser is a week-long fundraising initiative to raise money for the PTA to support OPE. There are class coin wars, fun give-back nights at various restaurants, a food-truck family night at school, and more.

### **Running Club**

The Running Club allows 3<sup>rd</sup>-5<sup>th</sup> grade students to sign up to practice running after school on Tuesday, Wednesday and Thursday during the spring and fall. Running Club members may also participate in various races around town, like the Cowtown Marathon races.

### **Grandfriends Day**

Grandfriends Day is an opportunity for student's grandparents or a special grand friend to come to OPE for an activity and a chance to see the school on the day designated by the principal and PTA each year. Parents do not attend this event.

### **Carnival**

Carnival is a school favorite! All OPE students and their immediate family may attend the carnival one evening in the fall. It is a special night with many carnival games, bounce houses, face painting, treats and so much more. The event is free to attend.

### **Math Bee**

3<sup>rd</sup>-5<sup>th</sup> grade students have the opportunity to compete in a school math bee. 1<sup>st</sup> place student competes in a district competition.

### **Spelling Bee**

3<sup>rd</sup>-5<sup>th</sup> grade students have the opportunity to compete in a school spelling bee. 1<sup>st</sup> place student competes in a district competition.

### **Visiting Author**

Various authors come throughout the year to read to our students and discuss their books. This special event gives our students an opportunity to ask questions and learn about what it takes to be an author. Their books are also available to pre-order before the event. Parents do not attend this event.

## **50<sup>th</sup> Day**

Students are allowed to dress in 50's attire to celebrate the 50<sup>th</sup> day of school.

## **Book Fair**

Book Fair is a week-long book extravaganza! Our PTA and Librarian partner with a book vendor to showcase an amazing selection of books, posters, and gifts for students, teachers and families to purchase throughout the week.

## **Storybook Parade**

The Storybook Parade is a school-wide parade encouraging students to dress up as their favorite book character. Parents come and line the sidewalk of the playground as students walk through showcasing their character and the book. Participation is not mandatory. Students must have a school appropriate storybook and the worn costume must represent a character in the book. Students will not be allowed to wear masks, have group costumes, nor wear blown up costumes.

## **Mother/Son Event**

The mother/son event is held one evening in the year. Each year the activity will be different, but it is a fun opportunity for moms and sons to be together.

## **Thanksgiving Feast**

The entire student body celebrates Thanksgiving together with a school-wide feast. The PTA provides a meal to all students. The 3<sup>rd</sup> grade/Kindergarten pals dine together. Volunteers from the OPE Dad's Club assist with meal distribution and clean up. Parents do not attend this event.

## **Ugly Sweater Day**

Students and staff are encouraged to wear a silly (and appropriate!) seasonal sweater to school on the designated day.

## **Battle of the Books**

This is a battle of comprehension. Students choose to read a set of books and compete to see who will represent Overton Park at the district level Battle of the Books in May.

## **Grade-Level Plays**

Throughout the school year, grade levels will have a play that is rehearsed and performed as an entire grade. Each program has a different theme and type of play that is coordinated with the help of our music teacher.. Families are allowed to attend. \*4th grade participates in a musical recorder event off-campus and parents do not attend.

## **School Sing-Along**

Students and staff get together in December and sing fun song to celebrate winter. Parents do not attend this event.

## **Western Day**

Students may dress in western attire on the designated day to celebrate the Fort Worth Stock Show and Rodeo! Parents do not attend.

### **Pre-K/Kindergarten Round-Up**

Round-Up is a morning where prospective pre-k and kindergarten families come to tour the school, receive information from the principal, teachers, and the PTA, and meet fellow future Owls.

### **100<sup>th</sup> Day**

Kindergarten celebrates 100 days of hard work by dressing up as "100 year olds!" They get to parade through the halls so all students can cheer for them. Parents do not attend.

### **101<sup>st</sup> Day**

First grade students celebrate 101 days of school by dressing up to the theme of 101 Dalmatians. Parents do not attend.

### **Daddy/Daughter Event**

The Daddy/Daughter event typically takes place around Valentine's Day and it's an evening filled with dancing, sweets, and fun!

### **Class Parties**

Throughout the school year there will be 2 class parties: Winter Break party finishing the first semester of school and Valentine's Day. These are held at school at the end of the designated day. Parents are welcome to attend. The End of Year class party is organized by the class room representative and will be coordinated individually; not held at Overton Park.

### **Auction**

Every spring the OPE PTA hosts an auction to raise money for the PTA to support the school. The event is hosted off-site. Auction items include trips, experiences around Fort Worth and also our many school related items, such as: various student and parent parties, gym rental for sports practices, marquee birthday announcements, the coveted "teacher for the day", and so much more!

### **UIL**

UIL is a district-based competition focusing on various academic competitions for students in grades 2-5.

### **Artapalooza**

Artapalooza is a day only for the ARTS! An all-day art extravaganza where students participate in and learn about different visual and fine arts. Our amazing parents volunteer to orchestrate this fun day! Parents may attend if they're volunteering.

### **Field Day**

Students participate in various field games and competitions. Parents are welcome to attend.

### **5<sup>th</sup> Grade Promotion**

5<sup>th</sup> grade students and families attend a special promotion ceremony honoring their elementary career at OPE.

## **PTA**

The OPE PTA consists of parent volunteers that fulfill various positions that compose our PTA board. The PTA builds strong relationships among parents, teachers and the school, all to support the students. This includes organizing various fundraising events, teacher appreciation activities, academic material and program support, special projects around the school, and so much more. For more information about the OPE PTA, please visit: [www.overtonparkpta.org](http://www.overtonparkpta.org) for our current board roster and a link to join the PTA to receive voting rights at all General Membership Meetings (GMM dates available in school calendar).

## **Pre-K/Kindergarten Sneak Peek**

Pre-K and Kindergarten students attend a sneak peek at OPE to visit their classroom and enjoy some time on the playground. This event gives our youngest, newest students a chance to meet fellow classmates and families and see the school before the first day.

## **Spirit Shop**

The PTA runs a school spirit shop that consists of various uniform and spirit clothing items for students and adults to purchase. Students may wear "Spirit Day" t-shirts on Friday. The fall spirit shop has a pre-sale in the summer and items can be picked up at Meet the Teacher before school starts. The Winter sale will hold a pre-sale in the fall and items will be distributed after the holiday break.

## **Live Thankfully**

Live Thankfully is a series of service projects, like food drives and holiday meals, that provide students leadership training and community enrichment. LF is a local organization that OPE partners with to support.

## **Meet the Teacher**

Meet the Teacher is a designated time a few days before the first day of school for students to come see the class lists and meet their teacher for the school year. The Spirit Shop is set up and passes out purchased spirit shop items.

## **Boo-Hoo Woo-Hoo Breakfast**

The first day of school is happy for some and sad for others! The PTA hosts a breakfast immediately following drop-off on the first day of school for parents to visit with one another.

## **Gallery Night**

Following our final PTA General Membership Meeting in the spring, families are invited to walk the halls of OPE to view the fabulous artwork that was completed at Artapalooza.

## **Dad's Club**

This is a chance for the dad's of OPE to get together to help sponsor things for the campus, have a chance to be Ozzy, serve at the Thanksgiving Feast, and just have a great time with each other. The Dad's club hosts a cornhole and par-3 tourney, along with challenging the Tanglewood Dad's club to fun sporting events in the Spring.



**Room Reps**

Each classroom has two room representatives that help be the liaison between the teacher and the parents in that class. They organize class parties, teacher gifts, and assist with all communication pertaining to that classroom. Any parent can submit a room rep inquiry form and those will be selected and announced in the first month of school.

**Open House**

After the first General Membership PTA Meeting, families are invited to come up to school to tour, meet teachers and see what students have been working on in class.

**E-Blast**

Every week the PTA sends out an email with important information, including calendar information, a note from the principal, upcoming event information, and more. Please sign up at the following link:

[Overton Park : Sign Up to Stay in Touch \(constantcontact.com\)](https://constantcontact.com)

**Winter Wonderland at OPE**

The OPE halls get decorated for the various winter holidays celebrated around the world.