



LOWER SCHOOL NEWSLETTER

November 21, 2024

UPCOMING DATES: NOVEMBER

- 21** PK/K Thanksgiving Feast from 10:30-11:15 a.m. in the classrooms
25-29 Thanksgiving Break - no school for faculty/staff or students

IMPORTANT DATES: DECEMBER

- 6** Late Arrival Day for students (9:00 a.m.)
7 FBCA Robotics Competition
11 3rd/4th Grade Christmas Program (during chapel)
11 4th Grade Christmas caroling, lunch, and service project (details coming soon)
12 3rd/4th Grade Christmas Program 6:30 in the LS Cafetorium
16-19 Christmas themed dress-up days (more details to come)
19 Early Dismissal for students: PK/K at 11:00 a.m., 1st-4th: 11:30 a.m.
19 Christmas Parties: PK/K: 10:00 - 11:00 a.m., 1st-4th: 10:30 - 11:30 a.m.
20 First day of Christmas break for Lower School students

NOTE FROM MRS. CLAYTON, HEAD OF LOWER SCHOOL:

Dear Lower School Families,

We've had an exciting week with Book Fair, chapel, Kinder/Senior buddies, and our Lower School/Middle School Preview Night for prospective families. We are grateful for what God is doing here at FBCA.

Our Pre-K and Kindergarten students had a wonderful time at the Thanksgiving Feast. They love celebrating with their peers and focusing on showing gratitude during this season.

I pray that you and your family have a restful Thanksgiving Brea. We are so grateful for you and your continued support. It is a joy to get to be with your children each day!

We look forward to seeing our students on Monday, December 2.

With Gratitude,
Stephanie Clayton

LOWER SCHOOL NEWS

3rd and 4th Grade Christmas Program - This year, our third and fourth graders will be joining together to complete a practice performance of their Christmas Program during chapel on Wednesday, December 11. Students will need to wear jeans and a Christmas shirt for this practice performance. Parents are invited to attend. On Thursday, December 12, the third and fourth graders will perform the Christmas Program at 6:30 p.m. in the Cafetorium. Students will need to wear dressy Christmas attire and meet in their classrooms at 6:15 p.m.

4th Grade Field Trip - On Wednesday, December 11, immediately following their practice performance, our fourth graders will visit a few local nursing homes to bring tidings and joy by singing Christmas carols and bringing the donated socks. Afterwards, they will eat at Live Oak Grill where the students fellowship over lunch, and will learn money management by buying their own food. They will also have an opportunity to participate in a service project at a nearby non-profit organization called Lunches of Love. We will be sending more details soon!

Lower School Sock Drive - November 20 - December 6. We will begin collecting socks to donate to local nursing homes. Our fourth graders will deliver the donated socks to local senior citizens during their field trip on Wednesday, December 6



Student Christmas Dress Up Days - December 16th - 19th: We'd love for our students to participate in our dress-up days as we close out the first semester together. Please remember to follow the FBCA dress code during the free dress week.

- Monday, 12/16 - Sweater Weather: Wear your favorite Christmas sweater or any sweater
- Tuesday, 12/17 - O Holy Night! Dress up as your favorite Bible character in the story of Jesus' birth.
- Wednesday, 12/18 - Polar Express Day: Wear pajamas
- Thursday, 12/19 - Rockin' Around the Christmas Tree: Wear a holiday shirt
 - This is a half day for students. Early Release PK/K: 11:00 a.m. , 1st-4th: 11:30 a.m.

Morning Carline: Please remember to pull all the way up to the next available spot. Some parents are stopping at the front doors or middle doors, and it's delaying the flow of the carline. Also, please remember that *only* faculty/staff should be turning left into our LS/MS campus parking lot.

Student Dismissal Change: If you need to change your child's dismissal location, we ask that you provide this update to the front desk by 2:30 p.m. This will allow us to communicate to your child and ensure they are in the correct dismissal location.

Outerwear: As we are approaching the cooler weather, please remember that students are required to wear only FBCA outerwear (jackets, sweaters, etc) when they are inside the building. These items can be purchased through our [Spirit Wear Store](#). Please make sure to label your child's items in the event they get misplaced. We do have a lost and found near the Cafetorium that you're welcome to visit.

Fall Book Fair Announcement: From November 18-22, students will explore starfields of stories at our Literati Book Fair! Every purchase supports our school!

- **Hours:**
 - Monday – Thursday: 7:15 a.m. – 4:30 p.m.
 - Friday: 7:15 a.m. – 2:30 p.m.

Students can shop independently before school and during their recess or regular library time. They can also shop with their families during lunch or after school.

- **Shop Our Fair Online:** Can't attend in person? No worries! Shop an even wider selection of books [here](#).
- **Gift Cards:** Purchase digital gift cards for use at both our in-person and online fairs, for an easy payment method that won't get lost in a backpack (and never expires!).



1st – 4th Grade Parents – This is just a reminder that in order for your child to have the option to get ice cream on Fridays, you'll need to ensure there is not a \$6 limit or any dessert restrictions on LunchTab. Ice cream treats cost \$1.50. Please reach out to taher@fortbendchristian.org with any questions.

REMINDERS

School Times

Pre-K and Kindergarten: 8:00 a.m. – 2:45 p.m.

1st – 4th Grade: 8:00 a.m. – 3:15 p.m.

Lunch Times

Pre-K, Kindergarten: 10:30 a.m. – 11:00 a.m.

1st Grade, 2nd Grade: 11:00 a.m. – 11:30 a.m.

3rd Grade, 4th Grade: 11:30 a.m. – 12:00 p.m.

**We love having parents visit for lunch. Please remember to bring lunch just for your child and only visit the Cafetorium while you're here. If you need to connect with your child's teacher, please set up a conference to do so. We want to make sure they get to enjoy their lunch as well. Thanks so much for your attention to this matter. **

Uniforms

As a reminder, students are required to wear uniforms. We are aware that some families are waiting for ordered uniform pieces to be delivered. Please let your Lower School Administration know if you are not able to wear proper uniform attire due to missing items.

Extended Care

Morning Care: 6:30 a.m. – 7:30 a.m.

After School Care for PK/K: 2:45 p.m. – 6:00 p.m.

After School Care for 1st – 4th: 3:15 p.m. – 6:00 p.m.

Extended Care will be available beginning the first day of school. If you have any questions, please contact our Assistant Head of Lower School, Riki Garcia at

rigarcia@fortbendchristian.org

Arrival/Dismissal Procedures

Morning Drop-off

To help with the flow of traffic for FBCA, we encourage parents to turn right on Lakeview from Gillingham from the direction of Jess Pirtle. Also, left turns from Lakeview to enter the parking lot are prohibited during morning and afternoon carpool times.

In an effort to help with the traffic flow for nearby businesses, we ask that you do not use Schlumberger's parking lot and driveway as a turnaround or waiting point to get in the FBCA carline.

We are asking families to approach our campus as follows:

Take Highway 90 to Eldridge

Head north on Eldridge to Seventh Street

Turn right on Seventh Street

Turn right on Gillingham

Turn right on Lakeview until you reach our parking lot

Left turns on Lakeview to enter the Lower School/Middle School parking lot are prohibited.

Morning drop-off for Lower School begins at 7:30 a.m. Enter the parking lot and circle around to form one line. On-duty staff members, Dads on Duty, and CIA (Courtesy-In-Action) students will assist your child(ren) in exiting your car. For the safety of students, do not allow children to exit vehicles unassisted or to exit from the left side of your vehicle. In order for

traffic to flow continuously and so that others are not kept waiting, please have backpacks ready to unload and kisses and hugs already given! Your child will be escorted into the building and attended in the LS/MS gym until our staff is dismissed from morning devotion at 7:50 a.m.

PLEASE NOTE: Children dropped off prior to 7:30 a.m. must be escorted by a parent into Morning Care. Regular Extended Care charges will be applied to your child's tuition account.

After School Pick-up

Traffic flow for after-school pick-up of Lower School students:

- PK/Kindergarten students are dismissed at 2:45 p.m.
- Prominently display your carline tag from your rearview mirror
- Enter the lot and proceed to the covered area by the second door (gym and extended care entrance) and form two lines
- Attending staff will escort student(s) to your car
- At 3:00 p.m., remaining students will be taken to extended care prior to the middle school dismissal and regular Extended Care fees will be charged.
- PK/K students riding with older Lower School or Middle School students will be supervised in a designated area until 3:15 p.m.
- Middle School students are dismissed at 3:05 p.m.
- If you arrive before the Middle School dismissal has concluded, please line up on Lakeview Drive.
- 1st – 4th grade students are dismissed at 3:15 p.m.
- Hang Carpool tag on your mirror
- For parents picking up one child – Single carline: Please display the carpool tag from your rearview mirror. As you enter the parking lot, two lines will form. The *left* lane is for parents picking up one child – no siblings or carpools. Circle around to the first row of parking spaces and proceed until near the covered porte cochere. Your child will be waiting in a designated area and placed in your car by a staff member.

- For parents picking up multiple students, including carpools and middle school students: Please display the carline tag from your rearview mirror. As you enter the parking lot, two lines are formed. The right lane is for parents picking up two or more children including carpools Your child(ren) will be escorted and loaded into your car by a staff member.
- At 3:35 p.m. students will be escorted to Extended Care. Childcare charges will be applied to your tuition account.

Important Updates from the IT Department

Blackbaud (MyFBCA) is the core system for student and parent information for FBCA. Please go through and update the following information if changes have occurred:

Parents, please ensure the contact record on your account, spouses account or guardians account contains an updated phone number and email address. This is important for you to receive emails and information.

SchoolPass

If you have not done so already, please download the SchoolPass mobile app and ensure it is up to date. SchoolPass will be the primary way to communicate attendance change; late arrivals, notifying the school of early departures, reporting absences.

Student Profile Photos

Teachers and cafeteria service personnel would love to see a student's picture associated with their profile. Please know this is optional, but the step(s) below:

1. Login to MyFBCA
2. Select your student
3. Click Contact Card
4. Edit Photo and upload

Calendar

The calendar in MyFBCA has been enhanced to show not only a student's schedule but also the instructional calendar, traditions calendar, events by divisions, and athletic events by divisions. The same calendar with the exception of the students schedules is integrated on the FBCA website and mobile app. Parents have the option to unselect calendars they do not want to see and subscribe to calendars. Click here to watch the MyFBCA overview video.

LunchTab

The Cafeteria System, MyPaymentsPlus, has been replaced for the 2024–2025 school year with a system called LunchTab. LunchTab integrates with MyFBCA for student information and leverages the same login. Other features include:

- POS will support a faster lunch line by offering biometric scanning (MS and US only) to look up student accounts. Student ID QR codes for Upper School will still be an option.
- Parents and caregivers have control of their child’s meal choices and full visibility of spending.
- Parents and families can manage how children are allowed to spend money from the family account daily (for example, only one snack per day).
- Automatic email notifications for a variety of specific events. These include low balances, overdrawn accounts, order confirmations, reminders, and more.
- A LunchTab welcome email will be sent the week of August 5 from the email address: support@lunchtab.io

Nurse’s Office

Please make sure you have filled out the online Snap Health Portal. The health portal is used for all health condition updates and permission for medications (Tylenol, Ibuprofen, Benadryl, and Tums). If you have any questions about the health portal, please contact Danielle Herndon, dherndon@fortbendchristian.org.

- Link to Snap Health Portal: <https://www.studentehr.com/>
 - If you cannot locate your welcome email, click the “forgot password” link.

Click here to watch a Parent Tutorial Video from the FBCA IT Department on How to use the SNAP Health Portal.

- On the SNAP Health Portal, parents will need to update their students’ record
 - Demographics- give permission to treat and transport in an emergency
 - Health conditions and other alerts

- Medications- Give permission for nurses to administer OTCs such as tylenol, benadryl, ibuprofen, tums and sudafed (12 years and up) in the clinic.

Nurse Contact Information:

Lead Nurse, Lower/Middle School (PK-8): dherndon@fortbendchristian.org

Lower/Middle School (PK-8): aclements@fortbendchristian.org

COUNSELORS CORNER

This 6 weeks Kindness is our Eagle trait

Important Facts to remember about kindness:

1. **Kindness is good for your health**- kindness improves both mental and physical health as well as reduces stress
2. **Kindness can improve relationships**- kindness improves relationships, minimizes loneliness and connects people
3. **Kindness is contagious**- kindness spreads and when one person receives a kind act, he or she is more likely to pass on kindness to someone else
4. **Kindness is teachable**- kindness helps you respond with care and compassion
5. **Kindness is simple and free**- kindness doesn't cost a thing and small acts go a long way

Definition of Kindness - The ability to be compassionate, express gratitude, forgive others and be considerate of others' feelings.

"Be kind and compassionate to one another, forgiving each other, just as in Christ God forgave you." Ephesians 4:32

CONTACT INFORMATION:

Mrs. Stephanie Clayton, Head of Lower School

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Mrs. Riki Garcia, Assistant Head of Lower School

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Mrs. Jade Hawkins, Lower School Counselor

JHawkins@fortbendchristian.org

Ms. Liz Thorton, Director of Curriculum and Instruction

LThornton@fortbendchristian.org

Mrs. Kelly DeLozier, Lower School Administrative Assistant

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Lower School Attendance

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Nursing Staff

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