Fonwood Early Childhood Center

Parent Orientation

“We’re Wild About Learning”

Ms. Shanedra Burkhalter, Principal

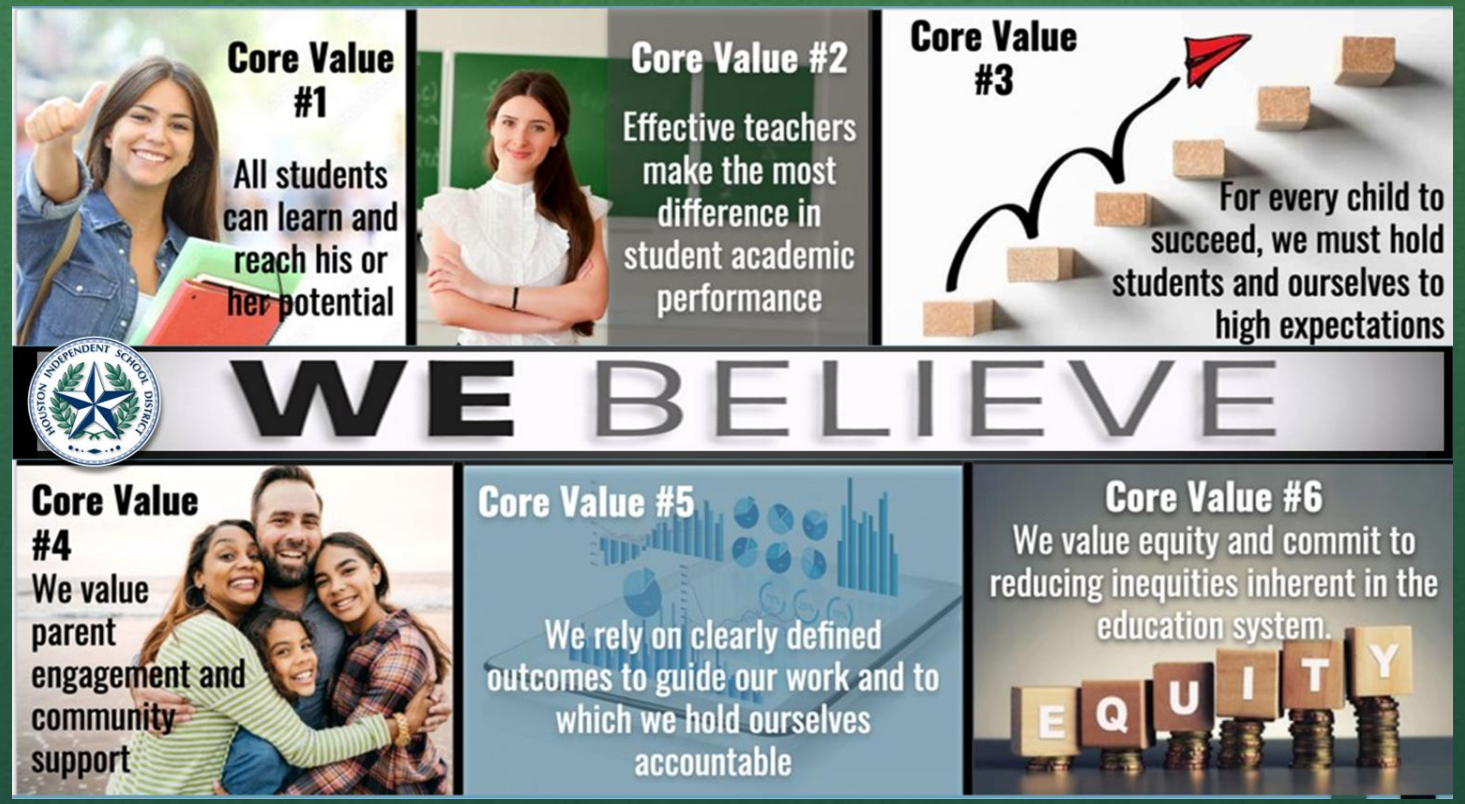
Welcome to Fonwood ECC

"We're Wild About Learning"

- Phone Number:
  - 713-633-0781
- Address:
- 9709 Mesa Drive, Houston, TX 77078
- School Website:
  - Home - Fonwood Early Childhood Center
    https://fonwood.houstonisd.org
- Administrators:
  - **Principal – Ms. Shanedra Burkhalter**
  - **Assistant Principal – Tamela Willis**
  - **Parent and Community Liaison: Flora Henry-Smith**

HISD/Fonwood Core Values

HIGH Performing Culture at HISD and Fonwood:
Core values undergird the culture and the priorities.
They are not only statements of what we believe or value,
but they guide actual behavior and the prioritization of decisions and actions.



First Week of School
Things to Know

- When is the first day of school?
  - **Tuesday, August 10, 2026**
- What are our school hours?
  - **7:30 a.m. to 3:00 p.m.**
- Will students be able to eat breakfast at school?
  - **Yes. Breakfast is served from 7:30 a.m. to 8:00 a.m.**
- Will I be able to walk my Fonwood Cub to class?
  - **Parents are allowed to walk students to class the FIRST DAY of SCHOOL ONLY.**
- What are the daily requirements for my Fonwood Cub?
  - **Students must wear their Fonwood uniform and bring their backpack to school daily.**
- Where can I park on the first day of school?
  - **Park in the outer lane of the circular driveway, the visitor's parking lot, or on the street.**

Transportation

- **All Fonwood students have three options for transportation:**
  - Private Day Care Bus Rider
  - Car Rider
  - Walker
- **Each student will receive 2 transportation tags at Meet and Greet today.** *The animal name on this tag represents the team your student is on.*
- **Transportation tags are required to pick up Car Riders and Walkers.** *If your tag is lost or misplaced, you must secure a temporary tag from the main office before you child will be released.*

Morning Arrival

- 7:30 a.m.: School opens. Students are supervised by school staff as they walk to their classrooms. Instruction begins as soon as students arrive.

- 7:30 a.m.- 8:00 a.m.: Breakfast served in the classrooms (BIC). Breakfast is the most important meal of the day! If your child arrives after 8:00 a.m., he/she will miss the opportunity for a healthy morning meal.

ARRIVE TO SCHOOL ON TIME.

- 7:55 a.m.: Students must be brought into the building via the front office. Upon entering the office ***The authorized adult must sign the tardy binder. Multiple tardies will result in an administrative conference.*

Student Drop Off
(Car riders)

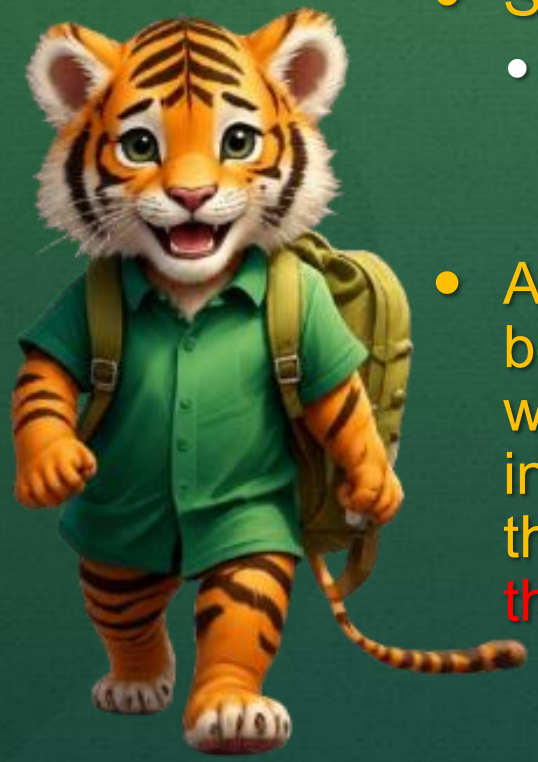
- School doors do NOT open until 7:30 a.m. Do NOT leave your student prior to this time as there will be no adult supervision.
- ALL car riders will be dropped off in the circular driveway off Sterlingshire Street. The Main Office doors will not open until 7:55 a.m.
- Cars are not allowed to park in the circular driveway off Sterlingshire Street from 6:30 – 8:00 a.m. due to traffic flow. If you need to enter the building, you must park in the visitor's lot or on the street.

Student Drop Off

(Walkers)

- School doors do NOT open until 7:30 a.m. DO NOT leave your student prior to this time as there will be no adult supervision.
- ALL walkers will be escorted to the entrance gate located off Sterlingshire Street near the circular driveway. The Main Office doors will not open until 7:55 a.m.

Student Dismissal



- PARENTS MAY NOT PICK UP CHILDREN FROM THE CLASSROOMS.
- Students must be picked up by an authorized adult.
  - *If an emergency arises and someone who is not authorized to pick up your child has to, the Main Office must be contacted before 1:30 p.m.*
- A student's mode of transportation for dismissal may only be changed if there is an emergency. If an emergency were to occur, contact the front office immediately to inform the appropriate personnel. Although contacting the teacher is helpful, the Main Office must be notified for the change to be official.

Student Dismissal

Car Riders

- Every parent/guardian will receive two transportation tags at Meet and Greet. If your student is a car rider you MUST have this transportation tag to pick your student up during dismissal.
  - Additional transportation tags may be purchased for $1.00.
- Parents of car riders SHOULD NOT get out of the car during dismissal.
  - If this occurs, the student will not be sent for until after parent is in car.
- School personnel will call for students and escort them to the parent once transportation tag has been verified.
- Students will be picked up in the circular driveway off Sterlingshire Street.
- Cars are not allowed to park in the circular driveway from 1:30-3:30pm.

Student Dismissal

Walkers

- **Every parent/guardian will receive two transportation tags. You MUST have this tag to pick your student up during dismissal.**
  - Additional transportation tags may be purchased for $1.00.
- School personnel will call for students and escort them to the parent once transportation tag has been verified.
- Walkers will be picked up at the West Exterior Doors.
- Cars are not allowed to park in the circular driveway from 1:30-3:30pm.
- To ensure a smooth dismissal process, parent/guardians should not park in the visitor parking lot. Instead, parents should park on the street.

Early Arrival/Late Pick

- Supervision is NOT provided prior to 7:30 a.m. during morning arrival.
- If an emergency arises and you will be late picking up your child, please notify the Main Office.
- Supervision is provided during dismissal. However, calls will be made to authorized adults if a student has not been picked up a student by 3:30 p.m.

Early Pick Up

- Students will not be allowed for Early Release after 1:30 p.m.
- When leaving early, the student must be signed out by an authorized adult in the Main Office.
- Transportation tag, driver's license, state identification, or passport is required before a student is released.

Nurse Protocol

Important Information

- The Nurse will verify all immunizations and contact you if your child needs any updates.
- Please note that failure to satisfy immunization requirements may result in your child being removed from school.

Helpful Hints:

- Provide food allergy, medical diagnosis, and /or special diet information to school nurse as soon as possible.
- Completed HISD medication release forms are required for all medications, including OTC medications, being administered during school hours. All forms turned in for medications must be HISD approved forms and will be signed by parent / representative at the time the medication is given to the school nurse.
- All students are encouraged to be toilet trained. Please provide any medical diagnosis concerning toileting to Nurse Ivory.

Other Nurse Protocols

Your child should not attend school if the following conditions exist:

- Fever greater than 100 degrees; may not return until symptom free for 24 hours without medications
- Open rashes until improved or doctor's release
- Contagious illnesses that require a doctor's release to return such as:
  - ❑ Pink eye
  - ❑ Chicken pox
  - ❑ Ringworm
  - ❑ Scabies
  - ❑ Hand, foot and mouth disease
  - ❑ COVID-19 related diagnosis

Please see nurse ivory today if you need to provide her a copy a copy of your student's vaccination, food allergies, or medication.

Fonwood ECC Dress Code

Girls

Khaki shorts, skirts, pants, jumpers and skorts

- Hunter green short/long sleeve polo knit shirt
- Fonwood ECC Polo Shirt or Fonwood ECC T-shirt
- Skirts and skorts should be knee length
- Closed toe-shoe, comfortable shoes (Velcro shoes recommended)

Boys

- Khaki shorts or pants
- Hunter green short/long sleeve polo knit shirt
- Fonwood ECC Polo Shirt or Fonwood ECC T-shirt
- Closed toe-shoe, comfortable shoes (Velcro shoes recommended)

NOT allowed:

- Crocs, open toe, flip flops, sandals or high heels
- Large or dangling earrings on girls
- Any clothing displaying inappropriate language, pictures, or themes

IN CASE OF ACCIDENTS

Parents should send a change of clothes including socks, underwear, shirt and pants, skirt or dress in a gallon size bag. All soiled clothing will be returned in the gallon size bag if an accident occurs. Once the items are used, please send a replacement set so that your child always has extra clothing on hand.

Fonwood Cub Daily Needs

- Complete change of clothes in a ziploc bag. Please label clothes and Ziploc bag.
- Backpack
- Tiger Folder
  - Monthly Homework Calendar
  - Daily Conduct Log
  - School Communications (if applicable)
  - Absence Excuse Notes (If applicable)

School Meals

Breakfast	Lunch	Snack
• FREE to all students • 7:30 a.m. – 8:00 a.m.	• FREE to all students through the Community Eligibility Provision (CEP) • Student can eat the school lunch, or a complete lunch brought from home daily.	• Provided school-wide through partnership with KIDS' MEALS. . Parents must make prior arrangements with the classroom teacher before planning any birthday celebration. Celebrations will take place during the class's scheduled recess time only. Parents may bring cupcakes and ice cream to celebrate; however, cakes and other food items (Pizza, Chick-fil-A etc..) are not allowed. All cupcakes must be store-bought and pre-packaged .Parents may also provide treat bags for students. All items must be nut-free pre-packaged store items. All participating parents must be VIPS approved and present valid identification upon arrival for check-in.

Weekly Word	Daily Conduct Log	Progress Reports	Report Cards	School/Class Parent Square
• The Weekly Word Newsletter is a weekly newsletter for parents to stay informed of ALL school activities. • It will be sent home every Monday via the School/Class Parent Square App.	• The Daily Conduct Log goes home daily • Requires a parent's signature **daily** • Monthly Homework calendar • All students are encouraged to read or be read to at least 15 minutes each night.	• Update of student progress • Sent home every 6 week of each cycle.	• Pre-Kindergarten Progression of Skills. • Official part of student's academic transcript • Sent home at the end of each cycle.	• Parent Square is the school-wide communication app that connects you to your child's school and classroom. You can see your child's feedback from teachers, hear important announcements and updates, watch instructional videos, receive and post student activities in your child's portfolio, and see your child's classwork in their own Student Story.

Stay in Contact

- If you have a change of address or phone number during the year, you must fill out a change of information form so that if an emergency arises, we will be able to contact the parents/guardians.

Student Attendance

- **Student attendance is mandatory.**
- After **3 unexcused absences** parents will be issued a warning about attendance. After **10 unexcused absences** a court order will be issued, and parents will have to appear before a judge.
- Students are tardy at 8:00 am and will be marked absent if not in class by 9:30 a.m. A parent must escort students into the building after 7:55 am.
- If a student is absent more than 3 consecutive days, a note from a medical professional is required.

Perfect Attendance

- Fonwood rewards both students and parents for perfect attendance.

Tiger Treat Trolly:

Daily Weekly Attendance

To qualify the student can not have any absences within the week. (no exceptions)

Monthly attendance incentives

How to qualify for these events?

To qualify the student can not have more than 1 absence within the month. **(no exceptions)**

How do I get involved?

Staying involved in your student's education and school.

School Events

School events are held by teams. These include but are not limited to:

- **Meet and Greet**
- **Open House**
- **Parent-Teacher Conference**
- **Family Literacy Night Events**

Make sure you attend at the designated time for your student's team.

Parents will have the opportunity to pre-register for school events.

Volunteering Opportunities

- Fonwood welcomes parent volunteers. In order to have this opportunity, parents must be VIPS certified by completing the VIPS application online.

- What is Raptor?

  RAPTOR is HISD's Volunteer System. ALL HISD schools are required to use the VIPS/RAPTOR Volunteer Management system to track volunteers who are regularly providing services for, or on behalf of, HISD.

- For entry into the Fonwood campus, all visitors will need a state ID, State Drivers License, or Passport.

Pre-K 3 Head Start

- Introduction of Head Start Center Manager and Assistant Center Manager (roles)
- Family Service Providers role
- Required heath documents
    - Physical Exams
    - Dental Exams
    - Immunizations
    - Insurance
- Parent involvement
    - Parent Committee Meetings
    - Parent Committee elected positions
    - Policy Council Meetings
- Teacher home visits
- Program requirements for reporting child abuse and neglect
- Head Start staff contact information

Fonwood PTO

- How to join the Fonwood PTO?

Do Not Leave Parent Orientation Without Doing the Following:

- See Nurse Ivory if you received a phone call about incomplete immunization records.

Next Steps

- Purchase Fonwood t-shirts and polo shirts
  - T-shirts - $10.00
  - Long sleeve t-shirts- $12.00
  - Polo shirts - $15.00

- **Meet your Fonwood Cub's Teacher!**

Fonwood ECC

COME JOIN US

MEET & GREET

Wednesday, August 5, 2026

- Parents can drop off your student's school supplies on that day

Gator, Lion, and Zebra Teams 12:00 pm – 1:00 pm

Bear, Kangaroo, and Toucan Teams 1:30 pm – 2:30 pm

(713) 633-0781

9709 Mesa Drive Houston, TX 77078

Fonwood ECC

VEN Y ÚNETE A NOSOTROS

CONOCER Y SALUDAR

Miércoles, 5 de agosto de 2026

- Los padres pueden dejar los útiles escolares de su hijo ese día

Equipos de caimanes, leones y cebras de 12:00 pm – 1:00 pm

Equipos de oso, canguro y tucán de 1:30 pm – 2:30 pm

(713) 633-0781

9709 Mesa Drive Houston, TX 77078

Stay Connected

ParentSquare

- Connect with us on Parent Square
- Visit our school website:
  - www.houstonisd.org/fonwood

Thank you for your Time & Commitment!

We look forward to a successful academic year, filled with tons of fun and learning!

Thank you for being "WILD" about early childhood education!

Questions???