

Tardies If you enter the building after the tardy bell rings, you will be counted tardy. If you are late for any reason, you must go immediately to the office when you arrive at school. You must sign in and get a pass before going to class. We appreciate it when your parents walk you into the school and sign you in when you are late.

Emergency Cards It is most important that the school be able to reach parents in the event of an emergency. For this reason, we ask that you fill out an emergency card for each child at the beginning of the school year. Forms must be completed and updated online at parentportal@pisd.edu. You will need your child's student ID number. Changes in address or contact numbers during the school year should be reported to us by calling 469-752-0600.

Forgotten Items After 3:15 p.m. students will be allowed to retrieve forgotten items from the grade levels only once per semester. This will prevent students from being in unsupervised areas after hours. Please help your child build responsibility by being sure that they have what they need before leaving school at 2:45 p.m.

Visitors Doors are kept locked for the safety of students and staff. All visitors and volunteers must stop in the school office and sign in. Visitors are asked to wear name badges while in the building. To better protect our students, visitors and staff, our campus screens for registered sex offenders. A valid state issued I.D. is required to enter our campus. **Please note that beginning Tuesday, August 26th we will ask parents to strictly adhere to the sign-in procedures.** Thank you for your support and cooperation.

Schedules

Lunch

Fourth	11:30-12:00
Fifth	12:15-12:45
KG	11:15-11:45
Third	12:30-1:00
Second	12:00-12:30
First	12:45-1:15

Recess

Fifth	11:45-12:15
Fourth	11:00-11:30
KG	10:45-11:15
Third	12:00-12:30
Second	11:30-12:00
First	12:15-12:45

Specials

Second	12:55-1:45
KG	1:50-2:45
First	8:45-9:35
Fourth	12:00-12:50
Third	9:40-10:30
Fifth	7:50-8:40

Teachers will set aside time for a mid-morning snack. Please send your student with a nutritious snack that can be enjoyed with minimal disruption. During the first week of school, teachers will have an emergency supply of snacks for those students who do not have one. After that, it will be important for parents to send their student with a snack.

Medicine Both prescription and over-the-counter medicines must be in an original, labeled bottle and must be accompanied by a PISD medication request form obtained in the clinic. Dosage and time should be included with nonprescription drug containers. Students should bring medications to the nurse for safekeeping. **Medications may not be kept in lockers, desks or lunch bags.**

- Spirit Day** Every Friday is Spirit Day. Students can show school spirit by wearing Carlisle spirit wear or the school colors, royal blue and white.
- Dress Code** Students should dress modestly according to district guidelines. Please refer to the Student/Parent Policy Guide for specific details about appropriate dress for students.

Communication

One very important way you can get more involved is by signing up for the Carlisle ENews. This is a free e-mail list serve that is sent out once a week with school announcements, Principal thoughts and other important info about Carlisle. My goal is that all parents sign up for this **free** service. You can receive ENews at work or at home, or both. Carlisle ENews is easy to sign up for by going to the district website at www.pisd.edu and clicking on the ENews link or by going to <http://elist.pisd.edu>. Another way you can receive information is by our Phone Master. With the Phone Master a message is recorded and the system delivers the message to all active Carlisle phone numbers. Please ensure that your most current phone numbers are on file in our office.

Online access to the Plano ISD Parent Portal; is available and provides direct access to Parent Viewer information (grades/attendance). Reports available online enable you to view details such as assignments, quizzes and tests along with the grade, score weights, due dates, and maximum values. Missing assignment reports are also an option for you to view.

The Parent Portal will also give you direct access into your child's myPISD.net classroom information. Teachers are providing class calendars, important class files, informational bulletins and other instructional material via their class pages.

New users may register for this parent portal online at <http://parent.mypisd.net> to setup individual account information for access. You will need your child's student ID number. Existing users of Parent Viewer will use their current Parent Viewer Email address (Username) and Password to begin accessing the Plano ISD Parent Portal.

Volunteer

The best way to be part of the success here at Carlisle is to be involved with your child's education and to volunteer any time that you can give to the school through the PTA. Many volunteer activities can be done at home and at different hours based on work schedules.

The Carlisle PTA website is a great way to receive up-to-date information and forms. Visit them at www.Carlislepta.org.

If you plan on volunteering in the classroom or around the school for various activities, you will need to complete a background check. Go here: <https://oea.pisd.edu/volunteer> or www.pisd.edu/volunteer to complete the volunteer application paperwork. You will need to reapply every year after July 1st. The process takes 2-3 weeks to complete, so don't delay.

Notice to Parents

The school district periodically applies pesticides as part of an Integrated Pest Management program. All person applying pesticides at this school district are required to receive special training in pesticide application and pest control. In addition, this district has a policy that requires the use on non-chemical pest control tactics whenever it is possible. However, pesticides may periodically be applied.

Should you have any further questions about pesticide use, including the types and timing of treatments, you may contact:

Facilities Services
6600 Alma Dr., Plano, Tx 75093
469-752-0180 or
Fax 469-752-0181