



Lamar Academy
2019 – 2020
General Information for Parents/Guardians

WELCOME Parents/Guardians!

This letter serves to inform you about school procedures for our campus and to assist you with planning ahead for a great school year!

Attendance

The school day for Lamar Academy is from 8:00 a.m. – 4:06 p.m. The Lamar Academy bell schedule may be viewed at <https://lamar.mcallenisd.org/> by clicking on the **Our School** tab. Regular daily attendance is expected and critical to a student’s academic success. Your support of regular daily attendance is appreciated and essential. Parents are encouraged to notify the school on the day their child is absent, but is not required. An excuse stating the reason for any absence or lateness is required upon a student’s return and must be submitted to the attendance office. Parents and/or students must contact the teacher via email to request any missed assignments. Staff email addresses are available via our school webpage at <https://lamar.mcallenisd.org/> by clicking on the **Academics** tab.

Please be informed of attendance record guidelines:

- Teachers will record a student “tardy” in Skyward once the bell rings and up through the first five minutes for each class period.
- Teachers will record a student “MAT” (missed academic time) in Skyward for any time the student arrives late to class after the first five minutes.
- Teachers will record a student “absent” in Skyward if a student is not present in class.

**Please note: Excuses provided to teachers on behalf of a student explaining the reason for lateness does not change the recording entry a teacher made at the designated time.*

Meals and Lunchtime Procedures

Lamar Academy is a closed campus. Students are not permitted to leave during lunch or at any other time of the day. Breakfast and lunch are provided for all students. Breakfast is provided during advisory from 9:26 – 9:36 a.m. Parents/visitors dropping off items, such as meals, will be required to park their vehicle and visit the front office. Please identify your child’s meal by writing their name. The front office staff will assist parents by indicating the designated cabinet to drop off meals and for their child to collect. Please notify your child of the meal being dropped off, so they may pick up their food in a timely manner. *The front office staff is not responsible for lost or misplaced meals or for notifying students about their meal arriving to the designated space.* Also, students are not permitted to step outside to receive items, including meals, from vehicles. These lunch procedures are for all McAllen I.S.D. High Schools to serve as a continued practice to ensure the safety of all students, staff, and visitors to our campus.

District Transportation

A district bus is available for Lamar Academy students to travel to and from home high school campuses. The District provides bus transportation for students taking courses at other high schools to and from Lamar Academy. You may access our campus bus schedule to plan accordingly at <https://lamar.mcallenisd.org/> by clicking on **For Students** tab and accessing the **Lamar Academy/Home Campus Bus Schedule**. You may also visit the district's transportation webpage at https://www.mcallenisd.org/apps/pages/index.jsp?uREC_ID=1101971&type=d&pREC_ID=1384536.

McAllen I.S.D. Grading Guidelines

Please view the district's grading guidelines information that is incorporated as part of a teacher's course and syllabi at <https://lamar.mcallenisd.org/> by clicking on the **Academics** tab.

Announcements

The Pledge of Allegiance and school announcements will be done daily at 9:26 a.m. After the announcement time, students will eat breakfast in their first period class and prior to leaving for second period/block.

Front Office Sign In & Safety

All visitors must sign in at the front office located on the east side (10th street and Jasmine street) of the campus. Please have a form of identification **each** time you visit the front office to avoid delays and with staff assisting you in a timely manner. The latest time for students to be signed out of school is 3:30 p.m.

The McAllen I.S.D. Police Department assigns an officer to monitor the campus, including student parking lots. The intent is to minimize students leaving campus, which may expose them to potential harm.

Students who drive their own vehicle to school will not be permitted to visit their vehicle throughout the school day. Students will need to ensure they have all belongings and materials needed for each school day.

I look forward to a year of collaboration with you to support our students at Lamar Academy!

Respectfully,

Jeanette C. Nino

Principal

Lamar Academy

1009 North 10th street, McAllen, TX 78501

(956) 632-3222

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<https://lamar.mcallenisd.org>

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