

# Celeste Independent School District

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August 19, 2010

Dear Parents/Guardians,

Welcome back! I hope all of you had a fine vacation and are looking forward with enthusiasm to the new school year. I am writing this letter to inform all of you of some changes that have been made regarding the beginning and the end of the school day at Celeste Elementary. Each morning, all students will report to the gym and will sit in a designated area. The students who will be eating breakfast at school will be lined up at approximately 7:35 A.M. and will be led to the cafeteria. Any student who needs to eat breakfast and arrives after that time will be dismissed from the gym by the employees on duty. After breakfast the students will rejoin the students in the gym and will wait until 8:03 A.M. to recite the United States and Texas pledges and have a moment of silence as dictated by law. Once the pledges and the moment of silence have been completed, the teachers will escort their students to the classroom to begin the teaching day. Students who arrive at 8:10 A.M. or later are considered tardy and will have to report to the office for a tardy slip. Once a student has received three tardies in a six week period, he or she will face disciplinary consequences.

All students, except pre-k and kindergarten students who are picked up at 2:30 P.M., will be dismissed from the gym at the end of the day. Students who are car riders will be dismissed from the south gym door. I am asking that parents, guardians, babysitters, etc. remain in their vehicle and form a single file line on the south side of the elementary building. The teachers on duty will open the gym door and as each car pulls up to the door the teacher will summon those students to that vehicle. Once the students are in the vehicle, that car will move on and the next car will pull up. We will repeat the procedure until all students are picked up.

Students who are walking or riding bicycles will be escorted from gym through the north door by the breezeway to the southwest corner of the pavilion. Last year several students who were walking or riding bicycles ran in front of or between the buses at dismissal time; therefore, in order to keep all students safe they will be walked and dismissed as a group across the street to the designated corner.

The bus students will be lined up in the gym according to the bus number that they will be riding. Prior to the dismissal of students from school, 7<sup>th</sup> Street will be blocked off at approximately 3:00 P.M. daily. This is done to ensure that the bus lane is clear and to keep other vehicles from going around the buses as students are loading. As each bus pulls up, a school employee will notify the supervising teachers which bus is ready for students to load. A teacher will walk the students from the gym to the bus and ensure that all students load the bus safely. This process will be repeated until all buses have been loaded.

Thank you in advance for your help in making these changes successful. With your help and cooperation, this should be an excellent school year! If any other information is needed, please feel free to contact me at 903-568-4530.

Sincerely,

Paula Lyon  
Celeste Elementary Principal

