



**Jose H. Damian Elementary  
6300 Strahan Road  
El Paso, Texas 79932 (915) 877-6800**

Jesus O. Barba, Principal

Robert Seeburg, Assistant Principal

August 27, 2018

Dear Firebird Families,

**Welcome Back!**

I hope you enjoyed a wonderful summer and that you are relaxed, recharged and ready to start a new school year. I am so delighted that you are part of our amazing learning community. I welcome and value your positive energy and dedication to excellence in education, and I look forward to working with you and your children. Our theme for the school year is to **OPEN A WORLD OF POSSIBLE**. Keep your eye on ideas on how to incorporate this at home with your child.

All signs point to another incredible and productive school year. Our skilled and devoted staff is already planning and preparing for your child(ren). STEM (Science, Technology, Engineering and Mathematics) will continue to be incorporated into our curriculum this school year. Our enthusiastic office team is assisting new families, ordering needed materials and updating student files. Our hard working and conscientious custodians have spent the entire summer thoroughly cleaning the facility and giving it a fresh coat of paint. We are indeed a joyous and caring community with the common goals of nurturing responsible, caring students and promoting high-level learning.

**New Staff**

Each year brings positive change. This includes a few additions to our staff. We are delighted to welcome the following individuals: PPCD – **Mrs. Gracia-Frias**; PK (Full time)- **Ms. Centeno** coming from Austin, Texas; Music – **Mr. Quintanilla** coming from SISD; 3<sup>rd</sup> Grade Dual Language – **Mrs. Mendoza** coming from Reyes Elementary; 4<sup>th</sup> Grade Monolingual – **Mrs. Dayrit** coming to us from Canutillo Elementary; 5<sup>th</sup> Monolingual – **Mrs. Martinez** coming to us from EPISD and **Mrs. Palacios** coming to us from Reyes Elementary. We still are in the process of hiring an additional Pre-kinder teacher and a second Special Education Resource teacher.

**Scholar Placement**

A great deal of time, effort and thought has gone into the process of student placement for school year. Careful consideration was given to input from staff and families as well as scholar learning styles. Classrooms have been balanced academically and socially. Our class lists are structured to provide equitable class sizes at each grade level. Moving students is difficult as it may cause imbalances and inequities. Please be aware that we will make every effort to grant teacher requests. These requests need to be submitted in writing before June 1, 2019.

**BELL SCHEDULE**

Please remember that it is very important that your child is in school every day and that your child arrives on time. Every minute counts and we are going to ensure that teaching and learning occurs from Bell to Bell.

Bell Schedule	
7:40	First Bell
7:45	Tardy Bell
11:30	PK (AM) Dismissal
11:40	PK (PM) Begins
3:15	Dismissal



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**LUNCH SCHEDULES**

Please also remember that you are still welcomed to come and have lunch with your child if you would like on our designated day, which this year will be on **Wednesdays only**. You must have a valid ID in order to do so. Our lunch schedule is listed below.

Lunch Schedules					
Start	End	Grade	Recess START	IN	Location
10:45	11:15	PPCD (AM)			
10:55	11:25	PK (AM)			
11:40	12:10	PK/PPCD (PM)			
11:00	11:30	K	After (11:30)	11:45	Kinder Playground
11:15	11:45	1st	After (11:45)	12:00	Kinder Playground
11:30	12:00	2nd	After (2:00)	11:45	Main Playground
12:00	12:30	3rd	Before (11:45)	12:00	Main Playground
12:15	12:45	4th	Before (12:00)	12:15	Main Playground
12:30	1:00	5th	After (1:00)	1:15	Main Playground

**P.E./MUSIC SCHEDULES**

PE/Music Schedule		
Start	End	Grade
7:45	8:30	Conference
8:30	9:15	PK (Designated Days)
9:15	10:00	Kinder
10:00	10:45	1st (P.E. only)
10:45	11:30	2nd Grade (P.E. only)
11:30	12:00	LUNCH
12:15	1:00	PK (Designated Days)
1:00	1:45	3rd Grade
1:45	2:30	4th Grade
2:30	3:15	5th Grade

**SAFETY/TRANSPORTATION:**

We are concerned about the safety and welfare of all scholars. Please discuss the following precautions with your child. Drive SAFELY in school zones while cautiously watching out for our walkers.

- Students should not arrive at school before 7:15 a.m. due to lack of supervision.
- After 7:15 a.m. scholars may enter the building through cafeteria doors and go directly to the breakfast line or wait by sitting down at a table. Scholars will be allowed to go to the playground at 7:30 a.m. with the exception of Pre-Kinder and Kinder, which will remain in the cafeteria and will be picked up by teachers there. 1<sup>st</sup> through 5<sup>th</sup> grade scholars will line up outside in a designated location.
- Our crossing guard, teachers on duty and the safety patrols will be available to assist children in front of the school or within the school. The entry of parents into the building needs to remain limited because of safety reasons. Parents are allowed to eat breakfast and/or lunch only on Wednesdays. Please follow their directions for the safety of all.
- If your child is a walker, please assist him/her in selecting a safe route for walking to and from school. Your cooperation in teaching your child the correct procedures for crossing streets and getting in and out of cars will keep them safe.



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- School is dismissed at 3:15 p.m. Walkers should leave school property at that time. Parents meeting students should meet them in the front portion of the school. Please do not plan to meet scholars in the front foyer during dismissal. Students may not remain on school property unsupervised at any time.
- Please observe parking rules and only use the parent parking lot for drop off and pick up. You may use the staff parking lot only if you will be parking and getting off your vehicle. You may drop your child off in this area as well but ONLY AFTER 7:30 a.m. as a second choice. **PLEASE DO NOT DROP CHILDREN OFF WITHIN THE PARKING LOT OR BETWEEN CARS.**
- BUSES will now pick up scholars in the driveway located in the staff parking lot, therefore picking up scholars in this area is **STRICTLY PROHIBITED**. It is imperative that everyone follows all rules and regulations to ensure the safety of all scholars. Please do not block driveways, parked vehicles or park in the No-Parking Drop-Off Zone. Do not park illegally or let children run across the road alone. Pick-up and drop off times will be patrolled by El Paso Police Department. Be very aware of new signs posted to avoid any citations.
- Scholars are permitted to ride bikes to school. Please remind scholars what once they enter the fenced area they must walk their bikes on school grounds at all times. Law requires wearing a helmet and all safety rules must be followed. Please label the bike helmet and provide a lock for the bicycle. The school is not responsible for missing or damaged bikes.
- **Drop-Off Loop Guidelines:** It is important that everyone follow the drop-off guidelines for picking scholars up at the end of the day. The guidelines have been established for the **SAFETY** of students.
  - Drive slowly for everyone's safety and only pick up scholars in the driveway located in the parent parking lot.
  - **Pull up to the end of the loop**, which is at the crosswalk. You **may not stay in the middle spot** even if you are the first to arrive.
  - Stay in your spot and once your vehicle is loaded, then you may slowly and safely pull into the left lane to exit the loop.
  - Do not double-park and ask students to run across a line of cars to board your car.
  - **YOU MUST REMAIN IN YOUR VEHICLE** in the drop-off lane. If you need to park, please use the spaces provided or if need be, use the staff parking lot.
  - If you park in the limited spaces, you must get out of your vehicle to escort your child across the lot. Please do not wave your children across the street to your car. Back out carefully as other cars queue up along the drop-off lane. Please do not use the handicap space unless you have a tag.
  - Refrain from delaying the process by using your cell phone during pick-up.
  - JDE's staff and patrols are there to assist in arrival and dismissal; however, they are not to cross the parking lot nor wait with your child after 3:30 p.m. Scholars that are not picked up by 3:30 p.m. will be asked to wait in the main office.
  - If staff is giving you a direction, it is only because they are looking out for your child's safety. Please be respectful. We truly appreciate your cooperation! Please help us create a safe environment and follow the safety guidelines during dismissal.

I am very excited about the beginning of this next chapter together. This school year is going to be about accomplishing goals and paying what we have forward. Again, welcome to another great year at Jose H. Damian Elementary, where scholars soar to new heights and will have their HANDS ON STEM.

Respectfully,

A handwritten signature in blue ink that reads "Jesus O. Barba". The signature is fluid and cursive, with the first name "Jesus" being the most prominent.

Jesus O. Barba, M.Ed.  
Principal