

James B. Bonham Elementary



717 Buccaneer
Abilene, Texas 79605
(325) 690-3745

School Mascot: Bulldog
School Colors: Red and White

Principal: Kevin Wellborn
Assistant Principal: Shannon Barnett
Instructional Coordinator: Amy Packer
Counselor: Sandra Morgan
Nurse: Emily Wiford
SAP Assistant Principal: Krystal Villarreal
School Secretary: Micaela Villanueva
Parent Coordinator: Debra Reese

Bonham Mission Statement:
Learning is the key
To finding The Leader in Me
Choose your path and never stray
Leading is the Bulldog Way!
Learn! Lead! Succeed!

A Note from Mr. Wellborn...

Welcome to the 2023-2024 school year! The Bonham Staff is excited for this school year and the opportunity to learn and grow with all of our students. We strive to teach excellence in literacy, numeracy, character, and leadership in order to help prepare our students for future success. We have proudly served this neighborhood since we opened our doors **70 years ago** in 1953!.

Arrival, Dismissal, and Traffic Procedures

Early Arrival

Students arriving between 7:15 and 7:35 may report to the cafeteria to read or visit in an adult supervised environment. Breakfast will be served to all students in the cafeteria beginning at 7:15.

Arrival

At 7:35, students may enter the building at the front of the school, on S. 7th St, or on Potomac and may report directly to their classrooms. Faculty and staff will be posted at all doors and throughout the hallways to guide students to class and ensure safety. With the exception of the first day of school, parents may not walk their children to class.

School Dismissal

We dismiss students from their classrooms when the bell rings at 3:15. At that time, teachers will escort students to designated areas for pick up. Students who walk home will meet in the cafeteria and then faculty and staff will escort them off campus as a group. If your child's pick up location needs to change during the year, please let the office and your child's teacher know.

Designated Pick Up Areas

Kinder, 1st Graders, and their older siblings will be picked up on the Potomac side of the school. Cars will enter from Potomac Ave. and exit on Buccaneer Dr.

2nd, 3rd, 4th, and 5th Graders will be picked up on the South 7th side of the school. Cars will enter from Buccaneer Dr. and exit on South 7th.

Students who have not been picked up by 3:30 will be taken to the front office to call their parents.

Traffic and Parking

Visitors to our campus may park in marked visitor parking at the front of the school or in the teacher parking lot on the side. Please be sure to follow all marked traffic procedures and signs for entering the campus parking lots.

Change in After School Plans

If your child will be going home a different way than their usual after school, the office or classroom teacher must be contacted by a parent by note or phone prior to 2:30 PM to ensure the change has been communicated to the teacher and student in time. If there is not a notification prior to dismissal, the child will be sent home in the usual way. For the safety of the child, we cannot rely only on the oral communication from the student.

Absences and Tardies

Reporting Absences

Students are considered absent if they are not at school by 9:30. Please report all absences to the school as soon as possible. You may report absences to your child's teacher or by calling the school number, 690-3745 and choosing option 1. If a student is absent for a medical appointment, please send the note from the doctor to school so the absence can be coded correctly.

Tardies

When a student arrives after 7:50, he or she must report to the office for a pass to enter class. Teachers will mark tardies electronically and tardies will be noted on report cards each six weeks.

Release and Return of Students During the School Day

Students are expected to remain in class until the end of the school day. All students who need to leave school before regular dismissal time must be signed out in the office. If early pickup is necessary, you are encouraged to do so before 2:45 to assist with traffic flow. At 2:45, cars will start lining up for dismissal.

If a student is leaving for an appointment during the school day and returning, he or she must check back in at the office and present a doctor's note before returning to class.

Note: Only individuals whose names appear on the student's contact list or on the child's emergency card will be allowed to pick up a student. If someone other than that will be picking up your child, please notify the office beforehand. All individuals must present a driver's license or some form of picture identification.

School Communication

Throughout the school year, the campus and the district will send out communication in a variety of ways to keep families updated and informed. This can include class and campus newsletters, callouts, and emails through the School Messenger system, messages through the Remind app, and individualized emails and phone calls. In order to ensure that you receive call-outs and Remind messages, please keep your phone number and contact information current with the school office. You can also visit the AISD website and the Bonham webpage to find current information throughout the school year.

Contacting the Teacher and Conferences

Contacting the Teacher

The best way to contact your child's teacher is through email or the Remind app. Teacher email addresses can be found on the teacher's faculty web page. If you would like to call your child's teacher, please call the office and they will assist you. Teachers are discouraged from taking phone calls during the school day..

Parent/Teacher Conferences

Teachers will schedule a parent conference for each student during the first semester of school. In addition, one of our leadership goals is to have every student conduct at least one conference with his or her parent(s) to explain their academic progress and progress toward meeting goals. During student led conferences, teachers will be available to clarify information and answer questions. If you would like to request an additional conference throughout the school year, you may contact your child's teacher.

Student Behavior Management

Behavior Management

Abilene ISD implements *Safe and Civil Schools* in all campuses. Our *Safe and Civil Schools Foundations* Team ensures that we have consistent expectations throughout our campus. The *Safe and Civil Schools CHAMPS* classroom management system incorporates a proactive and positive approach to discipline. Emphasis is placed on teaching and supporting positive and appropriate behavior, which in turn lessens negative behaviors and the impact those types of behaviors have on learning and the educational setting. Parent communication is an important piece of supporting student's behavior. Teachers and principals will contact parents as needed to discuss plans for supporting positive and appropriate behaviors.

Student Code of Conduct

Bonham Elementary complies with guidelines set forth in the Abilene ISD Student Code of Conduct. The complete AISD Code of Conduct is located on the District website at www.abileneisd.org, or you can obtain a copy from the school office upon request.

Campus Behavior Coordinators

The campus principal, Mr. Kevin Wellborn, and the assistant principal, Mrs. Shannon Barnett, are the Campus Behavior Coordinators (CBC). If discipline is referred to the office the parent will be contacted by office administration either through a phone call, written note, email, or a parent conference.

Nurse's Clinic

School Nurse

Mrs. Emily Wiford, RN, is Bonham's school nurse. Her office is equipped to handle routine medical needs. In the event of more serious illness or injury, parents will be notified immediately. You can contact her directly by calling (325) 690-3745 and choosing #3.

Allergies

It is very important that the school nurse and classroom teacher be informed of any allergies to drugs, food, or environmental conditions that your child might have.

Medications

Children who are taking medication at school are required to have a "Form of Consent" on file in the school clinic. Please see the nurse for this form. For your child's safety, we keep all medicine in the clinic and the nurse administers medicine there. Prescription medication must be in the original bottle/package with the pharmacy label that includes the child's name and dosage. Over the counter medication such as ibuprofen or acetaminophen may be kept in the nurse's office as well, and does not require a doctor's note.

Illness

If you are unsure whether your child is sick enough to stay home for the day, you may contact Nurse Wiford to help make the determination. Here are some guidelines to follow when determining if you child can return to school after being sick:

- Your child should be free of fever without the use of fever reducers (such as Tylenol) for 24 hours before returning to school.
- If your child has been given antibiotics, he/she needs to wait 24 hours after the first dose before returning to school.
- If your child has been vomiting and/or has been having diarrhea, he/she needs to stay home for 24 hours after the last episode.

Visitors

Visiting Campus During the School Day

Parents and other visitors are welcome to visit Bonham Elementary for lunch and special events. For the safety of our students, the front door remains locked during the school day. Visitors will use the doorbell to the left of the main door to notify the front office of your presents. All visitors are required to report to the office upon entrance to

the campus and present an official picture ID, such as a driver's license, in order to receive a visitor pass. Your ID will be kept in the office until you check out to leave, and your visitor pass must be worn visibly for the entire time you are on campus. The office will deliver items to the classroom for you to keep classroom interruptions to a minimum. All classroom visits during the school day must be scheduled ahead of time with the teacher and/or principal.

Foods/Snacks

- Food purchased as part of the lunch tray must be finished during the student's lunch period.
- Any unfinished "extra" items purchased from the cafeteria may be stored and saved for after school if approved by the classroom teacher.
- Food brought from home that is unfinished during the lunch period can be stored in the container it was brought in and saved for after school.
- Students may not share food, candy, and/or drinks with other students.
- Food or treats sent to school intended for the entire class must be given to the teacher. The teacher will distribute items at an appropriate time.
- A "nutritional snack" including cupcakes for birthdays can be given to students thirty minutes prior to or after any scheduled food service on campus. This means snacks may be given from 8:30 to 10:00 or from 1:45 to 3:00.
- Parents may not provide food for other people's children during lunch.

Lunchtime Visitor Guidelines

Having a parent eat lunch with you is a special treat. We welcome all parents to occasionally eat lunch with their children during the child's scheduled lunch time. Please see the following guidelines for visitors eating lunch with students:

- Visitors eating with a student must check-in with the office.
- Visitors must be on the student's contact list.
- Visitors may only sit with the student they are visiting.
- Visitors may bring lunch only for students that they are visiting.
- Visitors eating with a student must sit at the designated 'Parent' tables.

Birthdays and Celebrations

Throughout the year, your child's class may participate in a variety of celebrations and parties, such as for Christmas and Valentine's Day. Please refer to information sent home by the individual teachers regarding these events. Birthday treats, such as store-bought cupcakes, can be dropped off at the school office to be enjoyed at the end of the day in the classroom. Please coordinate ahead of time with your child's teacher if

you plan on sending birthday treats for the class. According to Child Nutrition Service guidelines, birthday cake or treats may not be served during lunchtime. Private birthday party invitations can be handed out at school only if the whole class is invited.

Recess

Time spent outdoors is an important part of the school day. Each class has a scheduled daily recess time. Teachers and school administration will use their discretion and good judgment as to whether students will go outside. Consideration of indoor or outdoor recess will begin as the temperature reaches above 95 degrees or below 40 degrees. Temperature, wind chill, relative humidity and proper clothing of the children are factors considered to determine if the weather conditions are appropriate and safe for students to have outdoor activity.

Lost and Found

The school maintains a central Lost and Found. If an item has the student's name on it, we will attempt to return the item to the student. Parents may request to look through the Lost and Found by visiting the front office.

Dogs and Animals on Campus

Animals are not allowed on campus without permission from the school principal.

Volunteering

Volunteers

We welcome volunteers at Bonham in classrooms, the library, on field trips, and many other areas. *Please note, all school volunteers will be required to complete AISD's Campus Volunteer Application & Name-Based Background Check.* Steps for completing this online application can be found by visiting the district website. There is often some time between applying and being approved, so we encourage ALL of our parents to complete this process early in the year before the need comes up. The process must be completed every three months. If you need assistance or access to a computer please speak to the front office staff.

Title 1 Parent Advisory Committee

If you are interested in volunteering in this area, please contact the school principal. We would love to have you!

Field Trips

Teachers will contact parents with field trip information throughout the year. *Parents*

who volunteer to accompany students on field trips must complete the AISD's Campus Volunteer Application & Name-Based Background Check.