

# Velma Penny Elementary

## 2024-2025

### HELPFUL INFORMATION

<b>Address</b>	<u>Mailing:</u> P.O. Box 370; Lindale, TX <u>Physical:</u> 1000 Mt Sylvan St.; Lindale, TX	
<b>Phone</b>	903.881.4250	
<b>Fax</b>	903.881.4251	
<b>Other District Numbers</b>	Administration Building: 903.881.4000	Food Services: 903.881.4120
	Transportation: 903.881.4110	Special Programs: 903.881.4030
Taylor Jarman, Principal Katie Standerfer, Asst. Principal Brandi Harry, Counselor Kathy Wilder, Secretary Whitney Bray, Receptionist Cheryl Worrell, PEIMS      Email: worrellca@lisdeagles.net Traci Fountain, Nurse		
<b>FIRST DAY OF SCHOOL:    Wednesday, August 14th</b>		
<b>Doors Open</b>	7:25 AM	
<b>Start time</b>	8:00 AM	
<b>Car Line</b>	7:25 - 8:00 AM 3:05 PM *Call office by 2pm for all transportation changes	
<b>Tardy Bell</b>	8:05 AM If your child arrives after 8:05, parents must walk the student to the office for a tardy slip and to sign in on ipad.	
<b>Dismissal</b>	Bus Riders 3:05 PM Car Riders 3:05 PM *Early Car Riders- 2:55 (Parents that are in line early)	
<b>Absences</b>	Please call the office by 10:00 AM explaining the absence.	
<b>Student Breakfast</b>	\$2.50	
<b>Student Lunch</b>	\$3.25	
<b>Visitor/Parent Meal Cost</b>	\$4.50 lunch	

#### Dismissal

- If you need to adjust how your student needs to go home, which is different from their usual routine, please call the office **BEFORE 2:00 PM.** We will send a child home the normal way unless a phone call comes from the parent. **Phone calls must be made to the office only.** Teachers are providing instruction to students during the day; therefore, they do not collect transportation notices.
- Office delivers notice of transportation changes to teachers at the end of the day. **If your child is a first time bus rider, you must call the bus barn first and then call the school.**
- There will be no early checkouts past 2:45. Those arriving to pick up after 2:45 must go to the car line.

#### Visitors

Visitors must check in at the office with their ID. Visitors for lunch must be on the student's emergency contact list in Skyward and are **approved to eat with that student only.** Other students may not come and eat with visitors.