

Velma Penny Elementary

2024-2025

HELPFUL INFORMATION

Address	Mailing: P.O. Box 370, Physical: 1000 Mt Sylvan
Phone	903.881.4250
Fax	903.881.4251
Other District Numbers	Administration Building: 903.881.4000
	Transportation: 903.881.4110
	Special Programs: 903.881.4030
	Food Services: 903.881.4120
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	
FIRST DAY OF SCHOOL: Wednesday, August 14th	
Doors open	7:25 AM
Start time	8:00 AM
Car Line	7:25 - 8:00 AM 3:05 PM Call office by 2pm for all transportation changes
Tardy Bell	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.
Dismissal	Bus Riders 3:05 PM Car Riders 3:05 PM
Absences	Please call the office by 10:00 AM explaining the absence.
Student Breakfast	\$2.50
Student Lunch	\$3.25
Visitor/Parent Meal Cost	\$4.50 lunch

Dismissal

If it is necessary to change the way a student is to go home from his/her normal routine, please call the office **BEFORE 2:00 PM**. We will send a child home the usual 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.