



FALCON 4-1-1

MIDDLE SCHOOL PARENT-TO-PARENT INFORMATION GUIDE FOR NEW FAMILIES

2020-2021

Dear New Middle School Parents and Students:

Welcome and congratulations on becoming a part of the Kinkaid family! We know that this is an unprecedented time for all of us, and it is our goal to make your transition to Kinkaid an enjoyable one as this school year closes and you prepare to start as a Kinkaid Falcon. We also know that the transition to a new school can be a bit overwhelming, and we are here to help you every step of the way as you learn all about Kinkaid and the incredible opportunities you will have to enjoy being a part of its academic, athletic, and extracurricular activities.

The primary goal of the New Family Support Program is to emphasize the importance of jumping right in and becoming a part of the Kinkaid community. Every family was new at some point! We want you to truly enjoy all of the wonderful opportunities available to you and enjoy the sense of friendship and community that comes along with being an active member of the Kinkaid community.

The New Family Support Program is supported by “Falcon Friends,” a group of current parents who volunteer to help new families make the transition to Kinkaid. These parents are committed to providing their assigned new families with the tools they need for success at Kinkaid, including being available to answer questions (however many there may be and however big or small!); organizing new family events such as summer socials (if social distancing restrictions are removed); and assisting with the various deadlines that exist for getting everything in order to start the new school year. Your Falcon Friends are dedicated to making sure that your family’s initial experience at Kinkaid is a special and exciting one, and we hope that you will find the program a tremendous resource.

Finally, we have prepared the **Falcon 4-1-1** New Family Guide to assist both new parents and new students. The guide answers many common questions and includes valuable *Talon Tips* that provide practical advice based on other families’ experiences at Kinkaid. We hope you will take time to review it as a family.

We again welcome you to Kinkaid. Your family made a great decision to become a part of our Falcon community. We invite you to reach out to us at any time with questions, concerns, or just to say hello!

Warmest regards,

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The Kinkaid School
2020-2021 Important Dates & Deadlines for the Start of School
5th – 8th Grade (Middle School)
(as of April 2020)

Week of May 11	Welcome Webinar -- a link will be sent by New Family Support Team
June 15	Health Forms Deadline for All New Families – Online via Magnus Health
July 1	Tuition Due
July 8 - July 29	Birthday Celebrations Poster & T-Shirt One-Stop Shopping Order Form Available Online
August 1	Textbooks Order Form Available Online through Follett.com
August 12 - September 2	Back-to-School One-Stop Shopping (BTS OSS) Order Form Available Online
August 16	New Parent Dinner, 7:30 p.m. (Ogilvie Lobby in Katz PAC) – for parents with newly enrolled students at Kinkaid (parents only)
August 17	MS New Student Orientation, 9:00 a.m. – 12 noon (Middle School); Strikefest Bowling Party, 12:30 – 2 p.m. (students will take buses to Bowlmor)
August 17 & 18	Locker Day (get your lockers organized), 8:00 a.m. – 5:00 p.m. (Middle School Hallway)
August 19	SCHOOL STARTS for All Three Divisions
August 28	New Family Tailgate Party before 1 st Home Football Game, 6:00-7:00 p.m.
September 2	Middle School Grade-Level Meetings and Middle School Parent Night 6:00 p.m. (Parents Only)
September 23	Reception for Brand New Parents to the Kinkaid Community, 6:30 p.m.



KINKAID CALENDAR (2020-2021)

(HOSTING ISAS ARTS FESTIVAL)

Edited January 21, 2020

AUGUST	3	School Offices Open
	5-7	New Faculty Orientation
	10-14	Faculty Meetings
	16	New Parent Orientation (Sunday)
	17	New Student Orientations (Lower, Middle, and Upper Schools)
	19	First Day of School – Lower, Middle, & Upper Schools (Wednesday)
	26	Lower School Parents' Night (Wednesday)
SEPTEMBER	2	Middle School Parents' Night (Wednesday)
	7	ALL SCHOOL HOLIDAY (Labor Day)
	9	Upper School Parents' Night (Wednesday)
	18	Rosh Hashanah; <i>no games; practices end by 5pm; no Saturday activities</i>
	28	ALL SCHOOL HOLIDAY (Yom Kippur) <i>no games/practices</i>
OCTOBER	9	No School for Students (Faculty Professional Day)
	12	ALL SCHOOL HOLIDAY (Columbus Day)
	30	St. John's Game and Falcon Family Feast
NOVEMBER	5-7	Southwest Preparatory Conference (Fort Worth)
	9-10	Book Fair
	13	Lower and Middle Schools Parent/Teacher Conferences (No school for LS/MS students)
	23-27	ALL SCHOOL HOLIDAY (Thanksgiving)
DECEMBER	6	Margaret Kinkaid Holiday Concert & Reception (Sunday)
	18	WINTER BREAK/NEW YEAR HOLIDAYS BEGIN at NOON DISMISSAL (Friday)
JANUARY	4	No School for Students (Faculty Professional Day)
	5	School Resumes (Tuesday)
	5-22	Interim Term (Upper School)
	18	ALL SCHOOL HOLIDAY/Dr. Martin Luther King, Jr. Day
FEBRUARY	11-13	Southwest Preparatory Conference (Houston)
	15	ALL SCHOOL HOLIDAY (Presidents' Day)
	26	Lower School Parent/Teacher Conferences (No school for LS students)
MARCH	12	SPRING VACATION BEGINS AT REGULAR DISMISSAL TIME
	15-19	ALL SCHOOL HOLIDAY (Spring Break)
	22	School Resumes (Monday)
APRIL	2	ALL SCHOOL HOLIDAY (Good Friday) <i>no games/practices</i>
	7-9	No School for Students
	8-10	ISAS Arts Festival (Campus Closed to Non-Student Participants)
	22	Field Day (Thursday)
	23	Late Start (LS & MS)
	29-30	Southwest Preparatory Conference (Dallas)
MAY	1	Southwest Preparatory Conference (Dallas)
	16	BACCALAUREATE (Sunday)
	21	Final Day for LS & MS Students (LS Noon Dismissal)
	21	GRADUATION (Friday)
	26	Last Day of US Exams
	28	Faculty and Staff Meetings (Friday)
	31	ALL SCHOOL HOLIDAY (Memorial Day)

Preparing for Back-to-School

Health Forms – Due June 15

The Kinkaid School uses an online electronic record keeping program called **Magnus Health** to maintain students' health and medical information. Magnus allows parents to have continuous access to your child's health record as well as the ability to make updates throughout the year.

Why are these documents so important? These documents are used to provide vital health information in the case of an emergency as well as to provide faculty, athletic trainers and coaches with information that may be essential to the health and well being of your child during their time at Kinkaid.

Please complete the "To Do" requirements in Magnus. All requirements must be updated annually.

Requirements for All New Students

These items must be completed by **June 15, 2020**, and do not require a medical visit. All information should be completed within the Magnus program.

- Consent for Medical Treatment: parent/guardian electronic signature required
- Vital Health Record: parent/guardian completes electronically
- Over the Counter Medication: parent/guardian electronic signature required
- **Immunization Record:** (follow the instructions for uploading shared below)
 - Must be compliant with the requirements of the Texas Department of Health and signed by a medical provider. Students attending The Kinkaid School must be immunized against certain vaccine preventable diseases.
 - **Students who are starting the immunization schedule must have begun the process by July 1, 2020, and be on schedule according to the catch up immunization schedule of the state of Texas for ages 4 months to 18 years.**

These additional items must be completed by **August 1, 2020**. Parents should upload all forms to your child's Magnus account. **Do NOT fax or mail forms to Kinkaid.** Instructions on how to access forms and upload them to Magnus can be found on the Kinkaid parent portal as well as at the end of this letter.

- **The Kinkaid School Physical Exam Record (including vision and hearing):**
 - Due to Covid-19 and the challenge of scheduling an annual physical the health services department will accept a copy of your child's most recent physical from the 2019-2020 school year. This is for the 2020-2021 school year only.
 - **Additional Forms to be submitted and completed by the medical provider if applicable.**

You do not need to complete these forms if your child does not take medication at school or have any of the conditions noted below. These forms are valid for one year from the date of the medical provider's signature and must be updated annually.

- Prescription Medication (for medications administered at school) such as ADD/ADHD prescriptions
- Life Threatening Allergy Action Plan
- Asthma Action Plan
- Diabetes Action Plan
- Seizure Action Plan

IF YOU HAVE ANY QUESTIONS OR CONCERNS ABOUT THE ANNUAL HEALTH RECORD OR FORMS LISTED ABOVE PLEASE EMAIL US AT HEALTH.CENTER@KINKAID.ORG AND A STAFF MEMBER WILL RESPOND AS SOON AS POSSIBLE.

All health related forms can be found in Magnus as well as on The Kinkaid School parent portal. Instructions for uploading and completing requirements are located on The Kinkaid parent portal. Parents are responsible for the completion and uploading of all health information and forms. **Please do NOT email, fax, or mail any forms to The Kinkaid School.**

To access health related forms and the Magnus Health portal please complete the following steps:

- Go to The Kinkaid School website at Kinkaid.org
- Click on the Parents tab found at the top of the page
- Click on the Parent Portal Login box
- Log into the website using the same username and password that you used when accessing your child's application. If you do not remember your username and/or password you may use this link to reset that information:
https://accounts.veracross.com/kinkaid/accounts/forgot_password
- On the left side of the page you will see Magnus Health Portal in teal. Under that header you will see information on How to Upload Your Health Forms to Magnus, Health Forms to Download, Fill Out, and Upload to Magnus, and Information About Magnus Health and Contact Info.
- Download and print any forms that you need
- To upload all signed forms and complete your child's health information click on the teal colored header Magnus Health Portal.
- Log into the Magnus Health Portal using the same username and password you used to log into The Kinkaid School portal. You must log into The Kinkaid School parent portal first in order to log into the Magnus Health Portal.

If you experience difficulty navigating the Magnus system, please refer to the Magnus tip sheet on The Kinkaid School portal or contact customer support at Magnus Health by phone at (877) 461-6831 or by email at service@magnushealthportal.com.

We appreciate your cooperation and look forward to a happy and healthy school year! For specific health questions or issues related to your child, please contact Judy Grisell, Kinkaid's Director of Health Services, at judy.grisell@kinkaid.org or 713-243-5075.

Summer Reading

The Middle School Library posts a summer reading list. Each grade level varies on the school year reading assessment format, but students will be expected to complete summer reading requirements. Summer reading assessments typically occur during the first or second week of school.

Talon Tips:

- The Middle School Summer Reading List will be posted online. It can be found on the www.kinkaid.org homepage this summer or by going to Academics>Libraries>Summer Reading, then click on appropriate grade level.
- ▮ The Middle School Library stocks the correct version of each book. Please note that it is easier to follow assigned reading when you do have the suggested version in hand.

Book & Supply Orders

- For the 2020-2021 school year, required Middle School supplies are included in your tuition.
- Preorders for books and supplies will not be offered through the School Store.
- Please see the list of required supplies that will be provided by your grade level, on the School Store page of the Kinkaid website (www.kinkaid.org/SchoolStore).
- There may be other supplies that you might need or want based on your personal learning style, that you may purchase in the School Store or from other retailers. Additional items might be suggested by your teacher that you already own, i.e. adaptors, earbuds, etc.
- Supplies will be available for pickup from your assigned advisory on the day of locker setup or by a date to be determined later this summer. More info will follow in the Falcon Flyer, on the website and in emails regarding Back-to-School events and dates.
- **Books may be purchased through our retail partner Follett.com beginning in August 2020.** All required books will be coordinated with your schedule via the secure online portal. Easy one-stop shopping offering new, used, and rentals, if available, shipping directly to your home. Notification when the online portal is open will be sent via Falcon Flyer and also by email. Links to the Follett portal will also be available on the School Store page of the Kinkaid website.

Talon Tips:

- The School Store will reopen for regular business for Back-to-School shopping on Monday, August 17th, 2020, at 9:00a.m. Additional supplies and spirit wear will be available to purchase. Required books will not be stocked in the store.
- For questions regarding Books & Supplies, contact 713-243-5070 or school.store@kinkaid.org.

One to One Laptop Computer Program

Kinkaid provides each student in the Middle School with a school-issued laptop for academic use. These laptops are given to students in the first weeks of school and are returned before departing for summer break. Some textbooks will have an online alternative that may be posted on the Kinkaid School Store website. Students will need access to a printer for homework assignments. Although the laptops are primarily for schoolwork, students will be allowed to use them for personal use as long as it does not contradict the Acceptable Use Policy. See the Middle School Handbook for more information on technology policies.

Uniform Shopping

Dennis Uniform is the official uniform vendor for Kinkaid. They have a physical store at 7613 Katy Freeway, Suite A, Houston, TX 77024, as well as convenient online ordering at www.dennisuniform.com. The Kinkaid school code on Dennis' school search page is VKS. The national customer service number is 800-854-6951.

Dennis has the uniform requirements on file (online and at the store) for each school and grade, so, when you arrive, just inform them of your school and your class. Typically, you can get all of your needs filled at the store. If they are out of a specific item, they will ship it to you. For additional tips/information regarding Kinkaid's uniform policy, see the "General Information" section of this document and/or reference Kinkaid's Middle School Handbook online.

Talon Tips:

- You can also order your items online for delivery if you want to avoid the store.
- Middle School boys do not have to wear Dennis Uniform ties or belts and can wear an appropriate tie or belt of their choosing.
- Only Dennis Uniform's plain black fleece (no monogram) or outerwear purchased from the Kinkaid School Store may be worn indoors at Kinkaid during the school day.
- ▮ Kinkaid's Clothing Nook (located on the 2nd floor of Harrison House) offers gently used uniform pieces in an array of sizes for a nominal cost (ex: pants & shirts-\$5, skirts-\$6, blazers-\$15).

Birthday Celebrations Posters & T-Shirts - Online July 8 - July 29

Birthday posters are a very cool Kinkaid tradition that benefit the Kinkaid 7th Grade class each year. 7th Graders design birthday posters to hang at the entrance to campus. Posters can be requested for a full birthday or a half birthday (for those kids with summer birthdays). This is a very popular tradition with most families opting to purchase a sign for their child/children. Parents also have the option of purchasing a birthday t-shirt for their child (see *Talon Tip*).

Talon Tips:

- Remember to print a copy of your receipt! You can also view your purchases via the Charge Summary tab on your Veracross page in the Parent Portal.
- Carefully check your calendar before choosing the date on which you would like your child's sign hung. Signs will NOT be hung on weekends, holidays or summer break. There are also various days that students are not on campus for teacher conferences and faculty in-service days so select a date for the sign to be hung that your child will be in school. Unfortunately, last minute changes cannot be made and no late orders will be accepted.

Back-to-School One-Stop Shopping (BTS OSS) - Online August 12 through September 2

BTS OSS, offered only at the very beginning of the school year, is an opportunity to purchase many items online that you and/or your child will want this year. It is incredibly convenient if a little overwhelming at first. However, once the year is underway, you'll be so glad you did it!

Talon Tips:

- Remember to save a copy of your receipt (paper or a PDF) so you can refer to it throughout the year. You will be surprised how easy it is to forget exactly what you purchased! However, you can always check your Charge Summary on your Veracross page of the Parent Portal.

- It is definitely worth your while to take the time to complete BTS OSS when it's available online. While it's not impossible to get most of the items later, it can be more complicated and less convenient to order items one-at-a-time throughout the year. See below for more details.

Items Offered on BTS OSS:

- Extra Directories - All families get one directory per student, but it's a great idea to buy some extras -- you will want one for the office and one for the car!

- Dances - By purchasing the dance tickets up front, the organizers can begin to plan and you won't need to worry about having your child make the purchase later. With your purchase, your child's name will simply be added to the guest list -- no need for tickets!

- Falcon Family Feast and the Kinkaid vs. St. John's Football Game -- Traditionally held at Rice Stadium, this is one of Kinkaid's big annual all-school events. Put it on your calendar -- it is a fun night for the entire family. Tickets can be ordered for the feast and/or the football game and will be given to you (for more information, see the All School Events section).

- Book Fair Family Night Dinner - The Book Fair is an unbelievable event where the School Gym is transformed into a huge Barnes & Noble bookstore. The family dinner occurs on the opening night and it is a great opportunity to shop with your kids, invite the grandparents and other relatives, and meet up with friends. With your purchase, your name will be placed on the guest list. Proceeds from the Book Fair support all three divisional libraries (for more information, see the Fundraisers & Giving Opportunities section).

- Poinsettias - A great 9th Grade fundraiser. These beautiful red or white Poinsettia plants come in 2 sizes and really are the prettiest in town! They can be sent to teachers and staff or ordered for home, family and/or friends. Pick up days are typically during the first week of December. Proceeds from poinsettia sales go to the 9th Grade Class Fund (for more information on class fundraisers, see the Fundraisers & Giving Opportunities section).

- T-shirts - It's a good idea to purchase as many of the very popular T-shirts up front as you can. There are plenty of opportunities to wear them during the year on spirit days and special occasions -- and your child is going to want them! T-shirts will be sent home with the youngest child in the family. Proceeds from Homecoming t-shirts support the Kinkaid Booster Club. Proceeds from St. John's Game t-shirts go to the 10th Grade Class Fund. Proceeds from Field Day t-shirts go to the 11th Grade Class Fund (for more information on class fundraisers, see the Fundraisers & Giving Opportunities section).

- Scrapbook Pages/Cover – The Parents' Association has suspended Scrapbook for Middle and Upper School. Do not buy Scrapbook pages in this year's BTS OSS. A yearbook is available for Middle School and will be distributed to all students in May.

Book & Locker Set-up – Monday, August 17 & Tuesday, August 18

On this day, your student will have the opportunity to set up his or her academic locker for the school year. The lockers are relatively small and need to fit a lot of supplies, binders and textbooks. Shelves and accessories can be purchased at any office supply store or Target. As for supply organization, your student will be taught to organize and label binders in his/her classes.

Talon Tips:

- It is a good idea to laminate a copy of your student's schedule and post it on the inside of their locker. It will be helpful to them as they get adjusted to their schedule.
- ▮ Although it is not required, many students like to decorate their locker. You can purchase locker "décor" at a local store, and/or use personal photographs to make it a welcome place. You can use your imagination; but remember lockers are wood, so magnets will not work. Plus, you are not permitted to use tacks, nails, or glass mirrors in the locker. Your best bet is double-sided tape or contact paper to hang decorations because students will be expected to clean their lockers at the end of the year.

New Parent Dinner - Sunday, August 16

This is a *parent only* event. The evening will begin with a reception in the Ogilvie Family Lobby in the Katz Performing Center, followed by a dinner. School administrators, Parents' Association leaders and Booster Club presidents will be on hand to tell you about their favorite aspects of Kinkaid.

New Student Orientation (for 6th Grade students who are new to Kinkaid) – Monday, August 17

Your child will be offered the opportunity to participate in the New Student Orientation program. This is strongly encouraged and incredibly helpful for new students. During this day your child will have a fun, activity-filled orientation to Kinkaid. The only thing your child needs to bring is a pencil and a great attitude.

Strikefest Bowling Party (for 6th Grade students who are new to Kinkaid) – Monday, August 17

Following the New Student Orientation program, new students will be transported by bus for lunch and a bowling party at Bowlmor Houston, 925 Bunker Hill Road, Houston, TX 77024. Parents are encouraged to join their students from 12:30 – 2 p.m. and get the chance to talk to other new parents and Falcon Friend Team Leaders. Parents must pick up their student at 2 p.m. at the bowling alley.

School Starts (for All Divisions) - Wednesday, August 19

The first day of school is a regular day, and students go to all their classes. The student needs to have all his/her books labeled with their name and locker number, and the locker should be organized.

On the first day of school, regular school dress is worn. Don't forget to bring an extra pair of tennis shoes (which can be left in his/her P.E. locker throughout the year) for P.E. On dress uniform days, students MUST wear his/her dress shoes at all times except during P.E.

Middle School Parent Night & Back-to-School Class Meetings – Wednesday, September 2

Every fall, the Parents' Association grade level chairmen hold a back-to-school meeting for each specific grade. This meeting is one of the most helpful meetings of the year. The class calendar will be reviewed and any class specific information will be relayed. This meeting will be followed by the Middle School Parents' Night, which gives parents the opportunity to visit their child's classrooms and meet their teachers.

Staying Informed

There are many ways to stay informed about opportunities and activities at The Kinkaid School.

The Kinkaid Website – www.kinkaid.org

The Kinkaid website address is www.kinkaid.org. The website is the “go to” place to find out what’s happening at The Kinkaid School. Be sure to check out the New Family Information pages located on the Parents Community page. Over the summer, you will receive information on accessing the “Parent Portal” portion of the website.

Talon Tip:

- ❑ Website Training -- Kinkaid will be offering online video tutorials to show parents how to interact with the website, Veracross, Smart Tuition, lunch menus, etc.

Falcon Flyer

Every Sunday, the School sends out an e-newsletter called “The Falcon Flyer.” The Flyer is the main source of important information regarding upcoming events and volunteer activities, so be sure to read it when it comes out every Sunday night.

School Calendar

The Kinkaid School offers several calendars. The most current copy will be available on the website. From the home page, click on the menu item titled “ABOUT,” then click on “Calendars for the School.” The calendars range from full calendars to quick views to multi-school combo calendars. You can subscribe to a specific school calendar (Lower, Middle, or Upper) or multiple calendars if you have more than one child. There is even a calendar available for parents who have children in all three divisions. You have so many options!

Talon Tips:

- ▮ If you view the calendars over the summer, please be aware that they are updated in August (before school starts) with additional information. So always check the calendar again at the beginning of the school year for any adjustments you may have to make.
- ▮ For athletics calendars, there’s a separate calendar for each sport. Be sure to click on the ALERT button and click on the RSS BUTTON to subscribe to the schedules for those teams you’re interested in following.
- ▮ For arts calendars, be sure to subscribe for those calendar events you are interested in following. There are also rehearsal calendars in the password-protected Parent Portal for your reference.

Weekly Emails from the Division

On Friday (Upper School) or Thursday (Middle School), both parents and students receive a weekly email from the Division Head or Assistant Division Head highlighting events for the upcoming week.

Talon Tip:

- ❑ This weekly email is great for parents to see “at a glance” what’s coming up for the week especially for dress days, guest speakers, Advisory days, along with various events.

Emails from New Family Support Team & Grade Level Chairs

Expect correspondence from your NFS Falcon Friends and your Grade Level Chairs (GLC's). These parent volunteers will send information about upcoming events in your grade, actions needed by parents and may include attachments, such as social invitations. Make it a habit to read these informative emails! All emails sent to you can be found in the parent portal under 'My Messages.'

Special E-Bulletins

Occasionally, the headmaster, athletic director or other school administrator will send out an email to all parents with timely information or updates.

Text Messages

Kinkaid uses a notification service called SchoolMessenger to send important information via phone calls and text (SMS) messaging, regarding time-sensitive school happenings, e.g. a school closure, a power outage or an unusual weather situation affecting campus operations.

Parent-Student Handbook (Lower, Middle, Upper)

There's an All-School Handbook at Kinkaid as well as divisional (Lower, Middle and Upper) handbooks. The handbook is in a printable format for your child's reference and can also be found on the website in the fall. For your reference now, you can find a copy of the current school year handbook on the New Family Information web pages. You will want to familiarize yourself with the handbook for your child's division and refer back to it throughout the year.

KINKAID - The School Magazine

The KINKAID magazine is published three times each year for the alumni, parents, grandparents and friends of The Kinkaid School and includes news of current activities and events, as well as alumni news. To view the magazine online, go to the Kinkaid website.

Student Newspapers

The Falcon, the Upper School newspaper is a great way to see what the students are thinking. The Upper School Journalism students produce six issues a year. *The Talon Times*, the Middle School newsletter, is produced by Middle School students multiple times a year.

Kinkaidian (Yearbook)

The Middle School and Upper School students publish yearbooks each spring. Every student receives a copy of the yearbook -- there is no need to place an order. The yearbook is not to be confused with the scrapbook pages, which are produced by volunteers, for Lower School grades.

Social Media

Follow Kinkaid on all social media platforms to stay up-to-date with the latest news on what's happening at the School!

Twitter: @KinkaidSchool
Instagram: @TheKinkaidSchool

Facebook: @KinkaidSchool
YouTube: The Kinkaid School



Middle School Details/General Information

Falcon Card

Kinkaid is (with a few exceptions) a “cash free” campus and the Falcon Card is the school “credit card” that can be used in the Dining Center, including the Coffee/Snack Bar, the School Store and the concessions stands. Each student receives his/her Falcon Card on the first day of school and is responsible for its safekeeping. The student’s picture was taken during the new student visit days and will be used for the Falcon Card. If a Falcon Card is lost, it will be disabled and a new card will be issued. It can be replaced at NetOps, Kinkaid’s in-house tech center, for a fee that will be charged to your child’s Smart Tuition account.

Talon Tips:

- If necessary, parents should have a conversation with their child about spending limits since the School does not have the ability to set a limit.
- Parents may use their child’s card or cash to make purchases at the concession stand and can check all charges on the Parent Portal.

Advisory

Advisory is similar to homeroom and typically meets on Monday and Friday for 30 minutes. The role of the Advisor is to be a “point person” for parents and students regarding progress and communication. The groups of 10-14 students meet to discuss current issues, work on goal setting and organization, or engage in wellness activities. This is also a time for work with Peer Mentors and service learning opportunities.

After-School Study Hall

A great offering to the Middle School students and their parents is the after-school study hall program each day from 3:15 p.m. – 6:00 p.m. Look for more specific information in the fall. There is no additional fee for this service.

Assembly/Class Meeting

On Thursday mornings, the Middle School comes together as an entire division or by grade levels for an assembly or class meeting. Assembly meetings allow an opportunity for both student-centered presentations and outside guest speakers and celebrations of special events. Class meetings are important vehicles for group communication and Student Council leadership.

Attendance

The Middle School office is a great source of information, as well as the single most important place to communicate attendance issues. You will contact them directly regarding absences for illnesses, doctor appointments, etc. If your child will be absent, try to let the office know by 9:00 a.m. Please put ms-office@kinkaid.org in your address book now for an easy way to inform the office of absences and dismissals. You may also use 713-243-6402 to talk to the MS office directly.

Bell Schedule

Middle School start time is at 8:05 a.m. for all four grades. The dismissal bell is at 3:15 p.m. (for 5th and 6th Graders) and 3:40 p.m. (for 7th and 8th Graders). In the morning, students need to be in the MS building by 7:40 a.m. in order to attend tutorials. (Tutorials on Mondays are by appointment ONLY.) Students not in the building can go to the Dining and Learning Center until 8:00 a.m.

Dining Center

Breakfast may be purchased in the Dining Center daily using the student's Falcon Card. Lunch can also be purchased with a student's Falcon Card, or he/she may bring lunch from home. Lunch can be purchased on a per day basis, or parents can enroll their students in the pre-paid lunch program. Overall this saves the students about \$1.00 per day. Look for more information on enrollment in the pre-paid lunch program in August.

Talon Tips:

- ▮ Parents can have their students opt in or opt out of the Prepaid Lunch Program on a quarterly basis. This program covers lunch expenses only. Breakfast and snacks may be purchased at additional costs.
- ▮ You can check your child's Dining Center purchases via your Smart Tuition account by simply clicking on the Smart Tuition button on your Parent Portal page.
- ▮ Middle School students cannot go to the Dining Center or Falcon Fuel during recess or after classes during carpool (without an adult).

Computer Acceptable Use Policy

The Kinkaid School has an Acceptable Use Policy that all parents and students must agree to in order to use the computers and Internet on campus. Please see the Middle School Handbook for more specific information.

Drop-Off and Pick-Up

5th and 6th Grade students are dropped off in front of the School, along the center island. Drive past the kiosk, turn left onto the outer driveway (north of the median) and drop your student along the median in front of the Student Life Building. Your student should then cross the inner driveway at the crosswalk. If you are also dropping off a Lower School student, your Middle School student can be dropped off in front of Lower School.

7th and 8th Grade students can be dropped off in the West Parking Lot along the Upper School curb. This is especially helpful for dropping off athletic gear in the locker room before school.

In the afternoon, 5th and 6th Grade students should be picked up in front of the Student Life Building between 3:15 p.m. and 3:45 p.m. 7th and 8th Grade students should be picked up at 3:50 p.m. in the West Parking Lot alongside the Upper School. Please see Kinkaid Carpool Routes map.

Talon Tips:

- ▮ Please remember the use of cell phones is not permitted while dropping off and picking up your student.
- ▮ Please remember to display your name placard during afternoon carpool to help carpool be as efficient as possible.
- ▮ Stay in your vehicle at all times – do NOT get out of your car while in the line to go get your student or visit with a teacher or friend.
- ▮ Encourage your child to be ready to disembark. Remember the carpool drill - Stop, Drop & Depart!

- ▮ You can use Veracross in the Parent Portal to help source potential carpool partners.
Simply click on the Directory icon, then click on the Nearby Families tab.

Electronic Devices

Students are permitted to carry their cell phones into the Middle School, but are required to leave them silent and in their lockers until the end of the day. Please see the Middle School Handbook for more specific information on the consequences if a student is caught using their cell phone during the school day. If you need to reach your student during the school day, please call the Middle School Office at 713-243-6402.

Independent Work Time (IWT)

Each Thursday morning, all Middle School students have a 45-minute period to independently work in Advisory groups. This provides an opportunity for students to complete schoolwork, prepare for assessments, collaborate for group assignments or meet with teachers for extra help. Students who complete their work should read independently.

Library

The Middle School Library (Kayem Library) is open daily from 7:30 a.m. until 3:45 p.m. These extended hours allow students extra time for quiet study and research before and after school, as well as during quad time. Please see the Middle School Handbook for more specific information.

Lockers

Each student is assigned a hall locker at the beginning of the year. All student belongings must fit in the locker and permit the locker door to shut. As part of the culture of honesty and respect at Kinkaid, there are no locks on the lockers. Core Values are taken very seriously at Kinkaid, and it is strictly against the rules for a student to enter another student's locker without specific permission from a teacher or administrator.

Lost and Found

It is very helpful if all shoes and clothing are labeled with the student's name. Unlabeled items found will be taken to the Lost and Found cabinets in the Middle School. Jewelry and other valuables found will be kept in the Middle School Office.

Morning Tutorials

The morning tutorials provide students time to seek help with homework, ask questions or to have quiet study time on their own. Morning tutorials are very popular and strongly encouraged among the Middle School students. They take place from 7:40 a.m. - 8:00 a.m.. Afternoon and Monday tutorials are available by appointment only made in advance between the teacher and student.

Online Directory Access

To access the online directory **on an iPhone**, please follow these directions:

1. Open Safari.
2. Type in portals.veracross.com/kinkaid
3. Log in with your parent username and password and navigate to the Directories page.
4. Tap the Share button at the bottom of the screen.
5. Scroll over and choose Add to Home Screen.
6. Voila! There is now an icon on your home screen for your online directory.

For an Android phone, follow the instructions on this link:

<https://support.mozilla.org/en-US/kb/how-add-shortcut-website-android>

Recess

Middle School students are able to enjoy a recess period four mornings per week (Monday, Tuesday, Wednesday and Friday). Students go outside to the athletic fields for 20 minutes to socialize and play games. Equipment (balls, frisbees, etc.) is provided for games, though some students choose to bring their own. Students are actively supervised by faculty members.

Talon Tip:

- Students can bring a snack from home to have during this time. There is not an opportunity to buy anything in the Dining Center or Falcon Fuel during recess.

Quad Time

After lunch, there is also a social time for 10 – 15 minutes called “Quad Time.” This is a unique time when students again are encouraged to socialize with their friends.

School Store

The School operates a full school store where students may purchase their school-related materials throughout the year by using their Falcon Card. Students may go to the School Store before school, during Quad Time (with permission) or after school.

Talon Tip:

- The School Store not only sells school supplies and books but also an array of snacks and Kinkaid spirit items so parents may want to visit the Store with their child and then have a conversation about what he/she is allowed to purchase and how often. NOTE: By Middle School rules, snacks are only available to purchase after school with an adult.

Student Clubs & Organizations

Students are encouraged to join any clubs that are of interest to them. The clubs are presented to them early in the year at Assembly, and they can choose what to join. Most clubs meet during lunch, though some 5th and 6th grade clubs meet after school. Parents are generally not involved in this process, but here is a list of some clubs offered in the past

- Robotics
- Student Council
- Chess Club
- Math Club
- Magic Club (6th Grade only)
- Minecraft Club
- Peer Mentors (7th and 8th Grade only)
- Quiz Bowl
- Ethics Bowl
- Wellness Club
- Girls Who Code

Visiting Campus/Kinkaid Car Sticker

During the summer, you will receive a parking sticker to put on the front lower driver-side windshield of your car. This will allow you to go past the security kiosk without stopping. The campus map at the back of this notebook shows the designated visitor parking spaces throughout the campus. When you enter the buildings, you will need to sign in with the receptionist in the Student Life Building or the office of the Lower, Middle or Upper Schools. They will provide you with a nametag to wear while you are on campus.

Uniforms/Dress Code

Dennis Uniform is Kinkaid's official uniform vendor. In addition to the core uniform purchase information included, here are a few additional tips about uniforms and dress code:

Dress Uniform: Navy blazers, white dress shirts, ties and belts (for boys) may be purchased elsewhere.

Shoes: Girls tend to wear Sperrys or flats for dress day and athletic shoes for regular uniform days. Boys wear Sperrys or loafers on dress day and athletic shoes for regular uniform days.

Socks: For both boys and girls, dress socks should be black, navy, or white. The other days, they can be any color, as long as they match.

Ties and Accessories: Boys may wear any color tie. On cold days, students are only allowed to wear Kinkaid-specific outerwear from the Athletics department, Dennis Uniform or the School Store. Girls may also wear tights on cold days. Please see the Middle School Handbook for more specific information.

Talon Tips:

- The School is particular about the length of girls' skirts. They should be no more than two inches above the knee. Many girls will need to buy additional skirts as they get taller throughout the year.
- Girls can also wear khaki shorts instead of skirts.
- Girls tend to wear light-colored sports clothes under uniforms to facilitate changing for PE. For example, girls will wear volleyball shorts and white or grey sports tops that they can wear under the PE uniform too.
- All students will need a pair of appropriate length khaki shorts for Field Day in April.
- ▮ Short-sleeve dress shirts are very popular with the boys.

Clothing Nook

As mentioned earlier, the Parents' Association sponsors the Clothing Nook (open during school hours on the 2nd floor of Harrison House), which is a great source for gently used uniform items. And once your child has outgrown their uniforms, please consider donating those to the Clothing Nook!

Community Dress Days

In Middle School, there are regular Community Dress Days. You will be notified in advance of any special dress days and what to wear. In the past, these days have included Breast Cancer Awareness Day, Go Texan Day and celebrating Houston sports teams' victories.

KMS GIRLS' UNIFORMS

	Dress Uniform (Thursdays)	Daily Uniform	Community Dress
Blazer	<ul style="list-style-type: none"> Navy blazer. 	None required	None required
Shirts	<ul style="list-style-type: none"> White Kinkaid dress shirts from Dennis Uniforms Shirts that are too short, expose the midriff, or are overly fitted or tailored are not allowed. Undergarments should not be visible. Students may not wear necklaces outside their shirt. 	<ul style="list-style-type: none"> White Kinkaid polo shirts from Dennis Uniforms Shirts that are too short, expose the midriff, or are overly fitted or tailored are not allowed. Undergarments should not be visible. Students may not wear necklaces outside their shirt. 	<ul style="list-style-type: none"> T-shirt, collared shirt, or blouse with sleeves. No sheer tops shirts/blouses or ones that expose the midriff. Undergarments should not be visible. Any logos or slogans should be school appropriate. Students may not wear necklaces outside their shirt.
Bottoms	<ul style="list-style-type: none"> Kinkaid skirts or slacks from Dennis Uniforms Skirts should be two inches above the knee or longer. Skirts should not be shortened or rolled up. Shorts that are not visible shall be worn under skirts. 	<ul style="list-style-type: none"> Kinkaid skirts, slacks, or shorts from Dennis Uniforms Skirts should be two inches above the knee or longer. Skirts should not be shortened or rolled up. Shorts that are not visible shall be worn under skirts. 	<ul style="list-style-type: none"> Jeans, dress pants, knee-length dress shorts, capri pants, skirts that do not fit too tightly, or Dennis Uniform bottoms. Skirts or shorts should be two inches above the knee or longer. No leggings, jeggings, or athletic pants (running, yoga) worn on their own. No athletic shorts/skirts (except athletic spirit days).
Socks	<ul style="list-style-type: none"> Blue, black, or white dress socks must be worn. Black or navy tights or leggings that are standard, opaque, in good condition, and cover the entire leg (optional) 	<ul style="list-style-type: none"> Matching socks must be worn. Black or navy tights or leggings that are standard, opaque, in good condition, and cover the entire leg (optional) 	<ul style="list-style-type: none"> Matching socks must be worn.
Shoes	<ul style="list-style-type: none"> Brown, navy, or black loafers, topsiders, or leather flat-heeled, closed toe, closed heel shoes. High heels (more than 2 inches), boots, platform shoes, moccasins, and slippers are not permitted. Laces must be matching and tied. 	<ul style="list-style-type: none"> Closed-toe shoes with a hard sole. Tennis shoes may be worn. High heels (more than 2 inches), boots, platform shoes, moccasins, and slippers are not permitted. Laces must be matching and tied. 	<ul style="list-style-type: none"> Closed-toe shoes with a hard sole Tennis shoes and boots are permitted (no boots with shorts). High heels, platform shoes, work shoes, moccasins, and slippers are not permitted. Laces must be matching and tied.
Belt	<ul style="list-style-type: none"> Belt loops require a belt. 	<ul style="list-style-type: none"> Belt loops require a belt. 	<ul style="list-style-type: none"> Belt loops require a belt.

KMS BOYS' UNIFORMS			
	Dress Uniform (Thursdays)	Daily Uniform	Community Dress
Blazer	<ul style="list-style-type: none"> • Navy blazer. 	None required	None required
Shirts	<ul style="list-style-type: none"> • Kinkaid dress shirts from Dennis Uniforms. • Shirttails must be tucked in during the entire school day. • Undershirts with slogans should not be visible. • Students may not wear necklaces outside their shirt. 	<ul style="list-style-type: none"> • Kinkaid polo shirts from Dennis Uniforms. • Shirttails must be tucked in at all times during the school day. • Undershirts with slogans should not be visible. • Students may not wear necklaces outside their shirt. 	<ul style="list-style-type: none"> • T-shirts or collared shirts • Any logos or slogans should be school appropriate. • Students may not wear necklaces outside their shirt.
Bottoms	<ul style="list-style-type: none"> • Kinkaid slacks from Dennis Uniforms. 	<ul style="list-style-type: none"> • Kinkaid slacks or shorts from Dennis Uniforms. 	<ul style="list-style-type: none"> • Jeans, dress pants, knee-length dress shorts, or Dennis Uniform bottoms. • No cargo or athletic shorts • Tears or holes are not allowed.
Socks	<ul style="list-style-type: none"> • Blue, black, or white matching dress socks must be worn. 	<ul style="list-style-type: none"> • Matching socks must be worn. 	<ul style="list-style-type: none"> • Matching socks must be worn.
Shoes	<ul style="list-style-type: none"> • Brown, navy blue or black dress shoes • Boots are not permitted. • Laces must be matching and tied. 	<ul style="list-style-type: none"> • Closed-toe shoes with a hard sole • Tennis shoes may be worn. • Boots, moccasins, slippers, or shoes with wheels are not permitted. • Laces must be matching and tied. 	<ul style="list-style-type: none"> • Closed-toe shoes with a hard sole • Tennis shoes and boots are permitted (no boots with shorts.) • Moccasins, slippers, or shoes with wheels are not permitted • Laces must be matching and tied.
Belt	<ul style="list-style-type: none"> • Belt loops require a belt. 	<ul style="list-style-type: none"> • Belt loops require a belt. 	<ul style="list-style-type: none"> • Belt loops require a belt.
Tie	<ul style="list-style-type: none"> • A necktie or bow tie. 	None required	None required

UNIFORM GUIDELINES FOR BOYS AND GIRLS

Parker Uniforms: Students are allowed to wear Parker Uniform items as long as they are in good condition and meet the guidelines.

Hair Code: Hair must be clean, combed, and out of the eyes. Particularly distracting haircuts (i.e. shaving part of the head; letters or numbers sculpted into the hair, etc.) are not allowed. Extreme (not natural) hair color/highlights are not allowed.

Winter Wear: Only outerwear (fleece, sweatshirts, etc) from Dennis Uniforms, the Kinkaid Store, or issued by Kinkaid Athletics, may be worn during the school day, including at recess and Quad time. Monograms are not acceptable. Exceptions may be made by the School during very cold weather.

Field Day Attire: The uniform requirement for Field Day is khaki walking shorts appropriate in length (no cut-off shorts), white uniform shirt or Field Day T-shirt, socks, and tennis shoes.

Welcome to DENNIS!

We are thrilled that The Kinkaid School has chosen DENNIS to be your uniform partner, and we look forward to working with you! At DENNIS, we are the uniform experts. We've spent the past 95 years designing uniforms and uniform programs, now serving more than 2,000 top schools across the nation.

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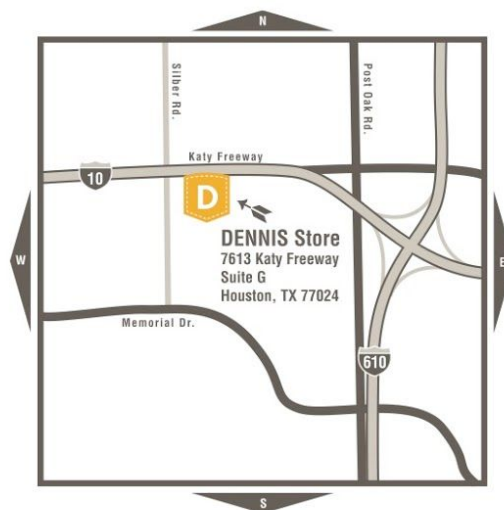
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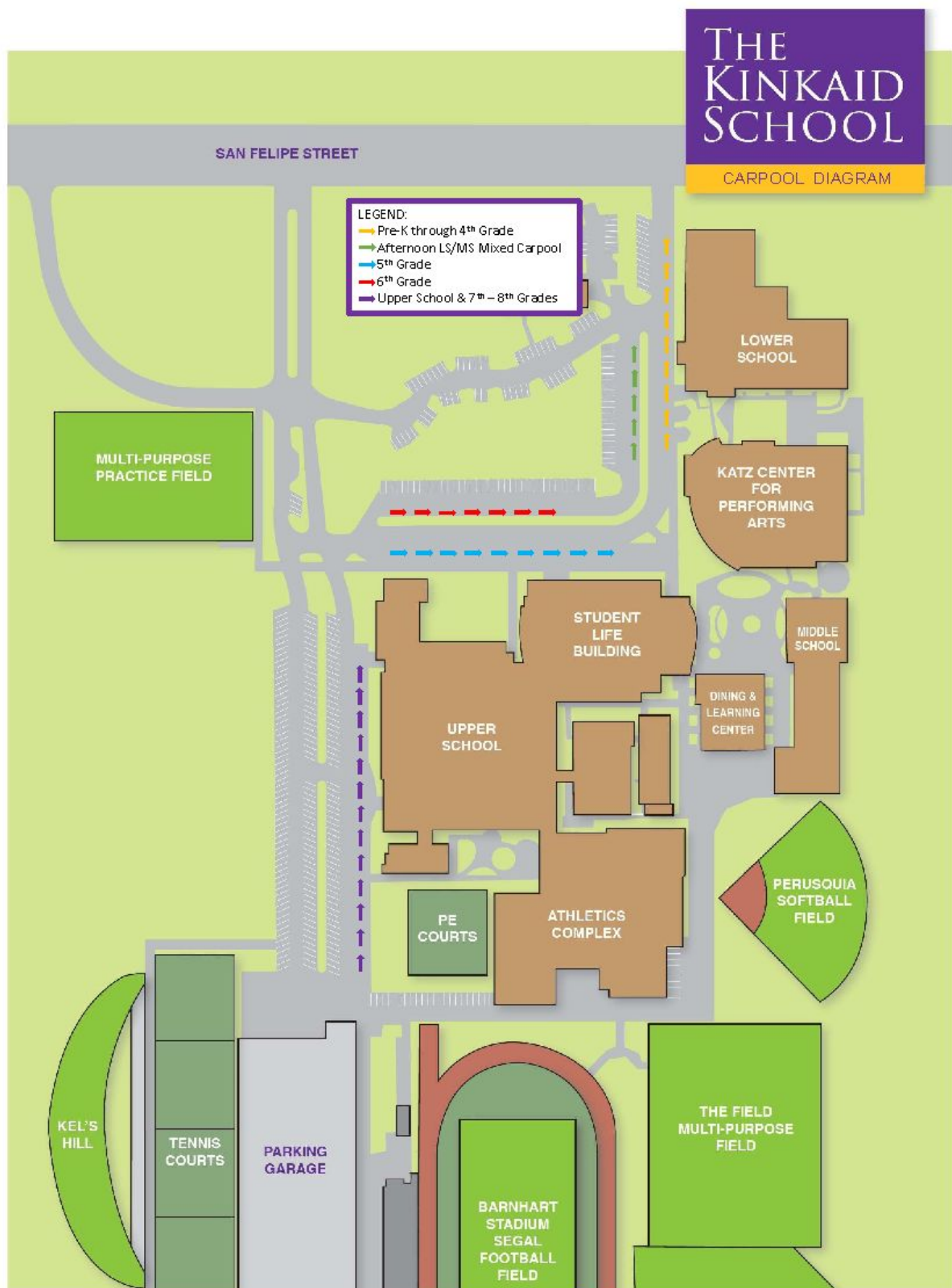
Friday & Saturday 10am - 3pm

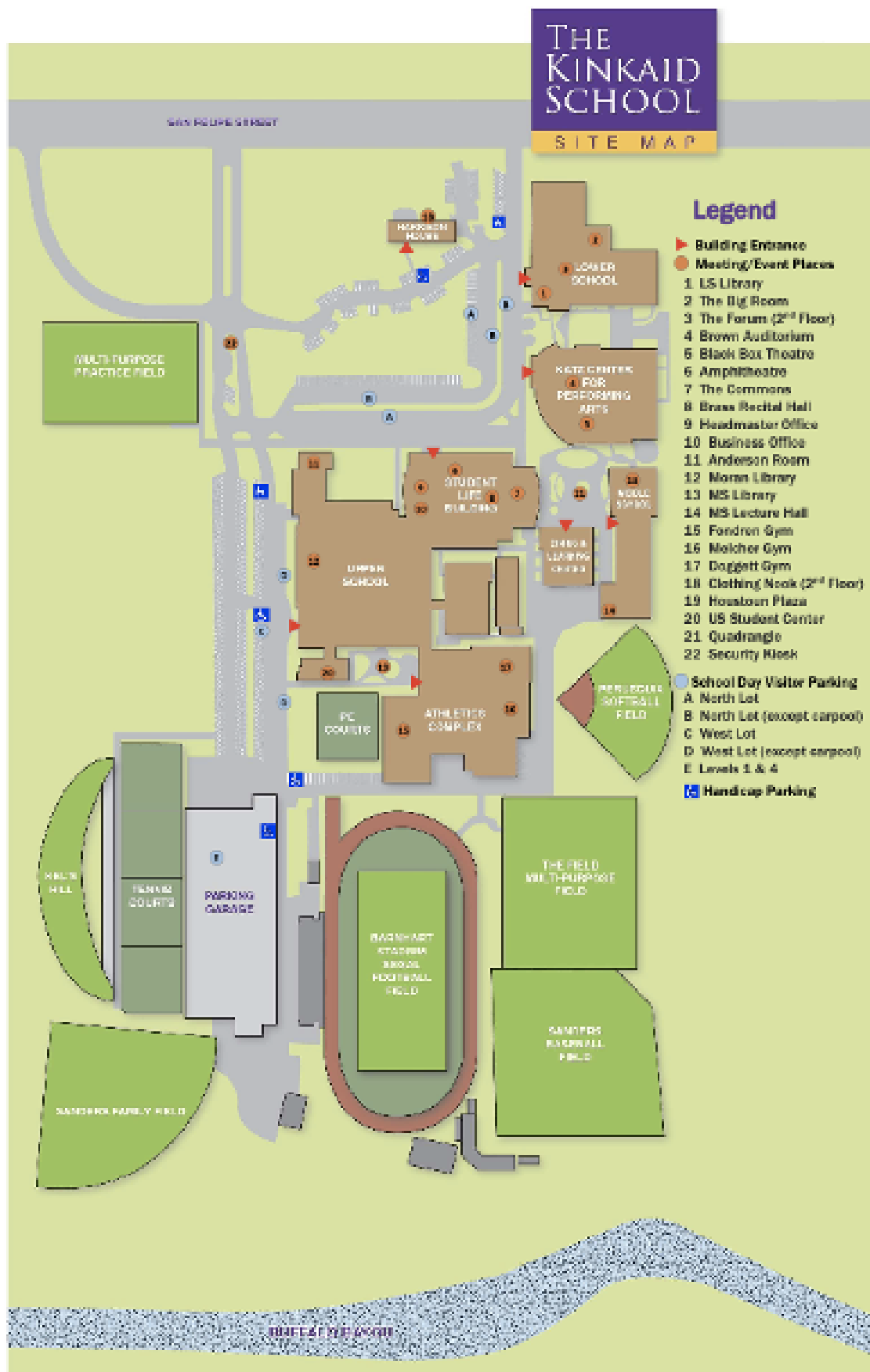
DENNIS stores are closed on major holidays and from Christmas Eve to New Year's Day.

Questions?

Our website is a great resource for more than just shopping. Visit us online to track your order, return or exchange items, send us feedback, and learn more about the DENNIS story!

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Academic Information

Academic Courses

Sixth graders will take five “core” classes, including English, History, Mathematics, Earth & Space Science, and a World Language (French or Spanish) or Reading. They also take two half-time courses in Computers and Writing Mechanics, as well as an Arts rotation that includes Orchestra, Band, Choir, and Visual Art. Sixth graders also take Physical Education class every day.

Grades and Teacher Conferences

Report cards are posted four times per year. In addition, a live online grade book can be found through the Veracross Parent Portal. This online grade book allows students and parents to view grades for all assignments and assessments. One day in the fall is allotted for Parent/Advisor conferences. These conferences are designed to check in on the opening quarter’s performance and establish goals for the remainder of the year. In addition, teachers and advisors may be contacted for specific issues on an as-needed basis. Email is usually the most effective way to reach a teacher to schedule a meeting.

Semester Exams

Middle School exams vary depending on grade level. 5th and 6th Grade students do not have cumulative exams but have multiple unit tests throughout the year. 7th Grade students have exams at the end of the second semester. 8th Grade students take exams at the end of both first and second semester. Middle School students will take one or two exams per day. Please note: The school day is shorter for students taking exams. Once the required exams are completed for the day, students leave campus for the day. For the most updated exam dates, please check the online school calendar.

Talon Tip:

- ▮ Don’t forget to adjust your calendar and arrange your carpool for exams!

Tests

Teachers inform students a week in advance (or more) about upcoming tests. They also post tests, quizzes and assignments on the student portal (the online Kinkaid website) at least one week ahead of time. Students will also be given a planner at the beginning of the year, and they will get into the habit of updating it daily for homework, projects, quizzes and tests. The number of tests and quizzes students have in a week varies. Teachers work together to coordinate test dates to minimize the number of tests on a given day, but there will be weeks when the assessment load is heavier.

Homework

Students have an average of 30 minutes of homework per class each day (including weekends), although this does depend on the teacher.

Talon Tip:

- ▮ Homework assignments are typically posted online by the Friday afternoon before the week they are due.

Middle School Handbook

The information listed in this section serves as only a brief overview of the academic aspects of Kinkaid. The Middle School Handbook covers very specific details on topics such as grading, conduct, absences, and uniforms. The handbook also provides information on Awards, Policies, Arts, Athletics and Faculty. The handbook is available online in the Student and Parent Portal.

Athletic Information

P.E. and P.E. Uniforms

The entire 6th Grade goes to P.E. every day. The P.E. coaches will provide each student a P.E. uniform (two t-shirts and one pair of shorts) on the first day of school. Uniforms will be kept in a locker provided to each student in the gym locker room. The gym locker DOES have a combination lock on it, and each student is responsible to remember the combination.

Talon Tips:

- Students change in front of their peers for P.E. Therefore, they may feel more comfortable wearing undergarments (boxer shorts for boys/sports bras for girls) for which they are comfortable appearing in a group setting. Most students do bring deodorant and other toiletries to use after P.E. before their next class.
- The P.E. uniform usually stays in the student's P.E. locker during the week, and the students are encouraged to take home the dirty uniforms at the end of the week to be cleaned.
- It is a good idea to purchase an extra pair of shorts and t-shirt to have so that there is always a clean uniform in the student's locker.
- The majority of students leave an extra pair of tennis shoes in their locker. This is especially useful for dress uniform days.
- The Kinkaid Clothing Nook often has Kinkaid gym shorts available for purchase (\$2) and sometimes t-shirts as well.

Sports Programs

In 6th Grade, P.E. is a full-year program in which students participate every day. The P.E. program is separated between boys and girls. Students learn athletic skills, cooperation, sportsmanship, rules and strategies in each sport unit. The program includes: flag football, field hockey, cross-country, volleyball, basketball, soccer, tennis, baseball, softball, lacrosse, cooperative games, frisbee, golf and racquet sports.

In the spring, 6th Grade students have their first opportunity to compete for a Kinkaid team. Both boys and girls (separately) may choose to train and compete with the track and field team. Practice is during P.E. class, and meets will be held after school. If a student chooses not to join the track and field team, they will automatically start conditioning class during their P.E. class.

In 7th and 8th Grade, P.E. is replaced with team sports and practices are held at the end of the day and are finished by 3:40 p.m. For more information please refer to the Athletics section of the Kinkaid website: www.kinkaid.org/athletics.

Talon Tip:

- We are always looking for volunteers to help out at sporting events. Whether it's working the concession stand or offering to be a Team Parent, there are many opportunities to help our athletes and to meet other parents.

Arts Information

As one of the three big “A’s” at Kinkaid, the Arts opportunities at both the Middle and Upper School levels are extensive. The most updated Arts calendars can be found on the Kinkaid website. Performances for both Middle and Upper school events are typically ticketed, though only some are at a cost. Season Ticket Memberships will be sold online through Back-to-School One-Stop Shopping.

Arts Classes

In 5th and 6th grade, Middle School students participate in a rotation of visual and performing arts classes. 6th graders take a rotation of Orchestra, Band, Choir and Visual Art.

In 7th Grade, students will be able to choose one music class (Orchestra, Band, Choir) and one other elective (Dance, Technical Theatre, Creative Writing, Technology, Visual Art).

By 8th Grade, students will have the chance to take two of their preferred electives. The offerings continue those available in 7th grade, and expand to include Debate, Drama, Yearbook, and KMS-TV. 8th Graders in music electives may have the opportunity to also perform with the Upper School Band, Orchestra, or Choir.

Performance Opportunities

Middle School Play

There is a Middle School Play that involves 5th and 6th graders who audition for roles. The MS Play rehearses after school and performs in the winter.

Broadway Bound

Broadway Bound is musical theatre revue open to 5th, 6th and 7th graders that rehearse after school and perform in the spring.

8th Grade Musical

Finally, all 8th graders are involved in the winter 8th Grade Musical in some way, either as a performer or crew member. Students are able to choose their level of involvement in the show. Rehearsals occur both after school and during the school day.

Middle School Events & Trips

Student Council Dances

There are traditionally two Middle School dances, one in the fall and one in the spring. The 7th and 8th grade students will attend the dance in the fall. 6th, 7th and 8th Grade students will attend the spring dance. Each dance has a theme. Students are encouraged to dress in attire appropriate for the theme. However, this is not required. If a student chooses not to dress within the guidelines of the theme, proper attire is expected. The dance will be chaperoned by Middle School faculty and staff, and parents are encouraged to remain outside of the building. Students must attend school the day of the dance in order to participate, and only Kinkaid students are allowed to attend the Middle School dances.

Talon Tips:

- Even if you hear from your student that “no one is going,” this is not true. The dances are really fun!
- ▮ Many Middle School kids like to arrive at the dance together (it can be less intimidating) so encourage your child to invite a few friends to ride together. Some girls even like to meet to get dressed together before the dance so you can ask your daughter if she'd like to invite a friend or two over to have a snack and get glammed up together for their big night out!
- Once a student arrives at the dance, they can only leave before the end with their own parent, so plan to pick up carpool groups when the dance officially ends, and not before.

Community Service

Service to others is an integral part of the Kinkaid experience. In the Middle School, students will be provided in grade-level community service projects that often span the entire year. Our service program incorporates service/learning components to educate students about global issues as well as provide opportunities to give back to both the internal and external community. Each student will help improve the world through their actions by performing community service at a number of organizations throughout the Houston community. Service opportunities include assisting the homeless and hungry, providing companionship to the elderly and tutoring elementary school students.

Middle School Student Trips

6th Grade - The 6th Grade will spend time at a camp in September focusing on class unity activities and specific environmental concerns. This trip is a very special part of the 6th Grade learning and “getting to know your classmates” experience. Information will be sent to you in August, and there will be an informative question and answer parent meeting before they leave for their trip.

7th Grade - The 7th Grade will spend three days touring sites in Texas (February) focusing on the history, government, culture and geography of Texas and one day in Galveston (October) focusing on oceanography and ecology.

8th Grade - The 8th Grade will spend four days in late April touring the Washington, DC area, focusing on United States history and government. The cultural and educational parts of this trip will be enhanced by preparation of the students before departure. Please note: There is an additional cost for these trips. Payments will be requested in July from the Business Office.

All School Events

Football Games

Friday Night Lights shine bright at Kinkaid. Remember to keep your Friday nights open for these exciting football games; your Falcons won't disappoint! There are theme nights announced to the students weekly, so they can be sure to show their spirit. Parents and students of all ages always enjoy these gorgeous fall nights so please plan to come, grab a bite at the Concessions Stand and support the Falcons!

Talon Tip:

- The New Family Support Committee will host a tailgate party on Friday, August 28, 2020, so be on the lookout for an invitation in August.

Falcon Family Feast/Kinkaid vs. St. John's Game

The football event of the year is the Kinkaid vs. St John's Game, aka simply, "The St. John's Game" and EVERYONE goes – Alumni, Faculty, Staff, and Families of ALL ages and stages! This legendary game of rivals between our Falcons and the Mavericks began in 1951 and since 1979 has been held at Rice University Stadium. The event kicks off with a huge "Falcon Family Feast" tailgate dinner in the Rice Stadium parking lot (see BTS One-Stop Shopping for tickets to the Feast and game), and then everyone moves into the stadium to cheer the Falcons as they defend their winning streak!

Talon Tip:

- Visit the School Store for your purple and gold gear! And don't miss the Falcon Family Feast where your family is sure to get more Falcon Frenzy giveaways!!

Fine Arts Performances

Every year, the Katz Performing Arts Center is home to various musical and dramatic performances. Some performances are ticketed; however, many performances are free. Performances that are a part of our ticketed season are available for purchase as part of a Season Ticket Membership during Back-to-School One-Stop Shopping, or on a show by show basis via our website. Season Ticket Members receive discounted prices, priority reservations, access to the best seats, and recognition in the programs as "Friends of the Arts."

Talon Tip:

- Information regarding all box office procedures will be posted on our website at tickets.kinkaid.org.

Margaret Kinkaid Holiday Celebration of the Arts

Make this lovely early December event a family tradition! Since it began in 1924 as a "Birthday" Party/Open House for the "birth" of Kinkaid at its then-new campus on Richmond Ave., the entire Kinkaid community has been invited to come to hear the Kinkaid Band, Chorus and Orchestra perform at the Margaret Hunter Kinkaid Holiday Concert. Now held at the current campus in the Brown Auditorium, it is an inspirational performance that will get you in the spirit of the season! Following the performance, gather for fellowship with family and friends at a Reception in the decorated Ogilvie Lobby to enjoy Kinkaid's traditional hot chocolate (the recipe's a long-held secret!) and sweet holiday treats.

Talon Tip:

- ❑ This is a popular event for Middle School families. Feel free to invite grandparents to enjoy the concert, view the art, and have cookies and cocoa too!

Culture Fest AND African American Heritage & Culture

Culture Fest is an annual spring event in which the three divisions gather to celebrate the rich culture and ethnic heritage of Kinkaid, Houston and the world. Student groups, families and individuals host booths representing various cultures and participate in performances, including singing and dancing. African American Heritage and Culture is an annual event in February. This is a #OneKINKAID Event featuring performances and art by Lower, Middle and Upper School students.

Parent Organizations

There are lots of ways that parents can get involved at Kinkaid. We all benefit from active parent volunteers and there are many options to choose from -- whether you are looking to volunteer once a week or once a year (or anything in between) -- there are tons of options!

Online Parent Volunteer Website

Kinkaid uses Sign Up Genius to recruit volunteers. Once you have received your community log in to the Kinkaid website, you will have access to the online volunteer sign-ups. Most of the volunteer opportunities are listed (in various categories, i.e. Lower, Middle, Upper, Book Fair, Field Day, etc.). You can view the opportunities (including a description, chairs of the activity and date/time of shifts available) and can sign yourself up for as many as you like!

Talon Tips:

- If you are having a difficult time deciding where to get involved, your Falcon Friend Team Leaders should be able to help. You can also contact your GLC and/or Kinkaid's Parent Liaison & Volunteer Coordinator.
- Instructions on how to use the Sign-Up Genius site can be found on the "Web Support FAQ's" page and on the "Parent Website Workshop Videos" page.

Parents' Association

The Kinkaid Parents' Association coordinates volunteers and fundraising activities, represents the interests of all Kinkaid parents, supports and promotes the goals and policies of The Kinkaid School and acts as a liaison between the parents and the faculty and administration of the School. Funding for the Parents' Association comes from families via the Student Activities Fee. There are over 90 volunteer chairs coordinating a variety of activities at the School, and they all need help! Some of the many opportunities available are:

- School-Wide Events: Auction, Book Fair, Faculty Appreciation, Falcon Family Feast, Field Day, Holiday Decorating, Holiday Reception
- School-Wide On-going Volunteer Opportunities: Concessions, Fine Arts, Library
- Middle School Volunteer Opportunities: Birthday Celebrations (7th Grade), Concessions, Science, Technology, Engineering, Arts and Math (STEAM) Night, Vision & Hearing,
- Upper School Volunteer Opportunities: Poinsettia Sales (9th Grade), Baccalaureate, Commencement, Concessions, Freshman/Sophomore Dance, Homecoming Dance, Junior/Senior Prom

Talon Tips:

- Please refer to the description of each volunteer opportunity on the Volunteer Opportunities page of the website for more information on individual opportunities.
- ▮ It generally takes a couple of years of volunteering to be considered for a committee "chair" or leadership position. The larger the event or committee, the more years of experience on the committee you would need to be considered.

Booster Club

The Booster Club supports the School's extracurricular activities in both Fine Arts and Athletics. It helps fund an end-of-season get together for every Middle and Upper school team; a celebration during or after an arts production; and organizes and/or supports other "school spirit" events throughout the year, including a Middle School School Spirit Night, Falcon Fanatic Nights, Falcon Fan Fest and the Margaret Kinkaid Holiday Concert. Some of the many volunteer opportunities for Booster Club are:

- Team Parents: If your child plays sports, you may be asked to act as team parent (usually with at least one other parent, sometimes several). You will work with the coach to coordinate snack schedules, concession stand volunteers and provide communication to the other parents.
- Visual and Performing Arts Parent Volunteers: Each Arts discipline has a designated Parent Volunteer. These parent volunteers help coordinate the volunteer efforts specific to that discipline. Additionally, there is always a need for general parent helpers for various backstage projects and duties. The musicals are enormous undertakings. Parent volunteers are always needed for specific tasks during rehearsals, tech week and the actual production dates.

Fundraisers & Giving Opportunities

Auction

Held once every three years at the School (the next one is scheduled for February 2022), the Auction raises funds that contribute to student trips, technology upgrades and equipment for athletics and arts programs. Planning begins 18 months prior to the auction date and there are many ways for parents to be involved.

Talon Tip:

- During an Auction year, parents begin getting groups/tables together in the fall or you may sign up to sit according to grade level. It's always a fun event for a worthy cause.

Book Fair

Every November the Melcher Gym is transformed into a bookstore unlike any other. For two days, students and families are given the opportunity to shop for books and gifts (right before the holidays!), mingle with fellow Kinkaid community members, meet authors and enjoy coffee at the Kinkaid Perk cafe. You will feel as if you have been transported off-campus while in the comfort of your own school. Students visit the Book Fair by class (find the schedule on the website), and parents are encouraged to meet them there. On Family Night, the entire community is encouraged to get together for dinner prepared by a local restaurant and, of course, do some shopping. In addition to purchasing books, you can also donate and become a "Friend of the Library." Proceeds from Book Fair benefit all three school libraries.

Talon Tips:

- This is a wonderful volunteer opportunity -- you will get the chance to mingle with your kids, their friends, and their friends' families.
- Free gift wrap is available and is thoughtfully and beautifully done.

Field Day

Started in 1925 by Margaret Kinkaid, Field Day is a fun-filled, all-school family tradition at Kinkaid. The Upper School students kick off the festivities by enjoying lunch and the carnival at 12:30 p.m. At 2:00 p.m., all the students, from Pre-K to Seniors, gather on the football field for grade-level competitions between the "Purple" and "Gold" teams. At 3:15 p.m., after the field events, there is a huge carnival with rides, games, and food. There are many opportunities to volunteer; but, even if you are just a spectator, you will want to enjoy this event with your family. Field Day raises significant funds for educational equipment and programs for the entire School.

Talon Tips:

- Students are required to wear khaki shorts and a Field Day t-shirt (from any year). Students will want to play-up their team color for the field games. Purple or gold socks, ribbons, and bows are all encouraged. This is a great opportunity to show your Kinkaid spirit!
- Your child will find out what "team" they are on in the weeks before your first Field Day. Generally, current family members are on the same color team. But, be prepared, if you are an alumnus, your child may not be on your team.
- There will be limited parking on campus in the garage and west lot. Overflow parking will be available with shuttle bus service to campus

Class Fundraisers

Starting in 7th Grade, students have fundraisers to help raise money for events during the school year, but also to pay for many special events and activities during their senior year. You can support all of these fundraisers through the Back-to-School (BTS OSS) and Birthday Celebrations One-Stop Shopping opportunities.

- 7th Grade - Birthday Celebrations Posters and T-Shirts
- 9th Grade - Poinsettias
- 10th Grade - Kinkaid vs. SJS T-Shirts
- 11th Grade - Field Day T-Shirts

Concessions Stands

Kinkaid operates an indoor and an outdoor concession stand during most athletic events. Proceeds go to the Class Funds and benefit all students in Grades 6-11.

Talon Tip:

- ❑ Middle School students start participating in competitive athletics at the end of 6th grade. Volunteering in concessions stands is an opportunity open to all parents and a great way to meet parents in your child's grade and in other divisions. It's fun!

The Kinkaid Open (Golf Tournament)

Kinkaid's annual golf tournament was created in remembrance of Zack Semander, a beloved math teacher and coach at Kinkaid for more than thirty years. Held in the fall, the tournament is open to alumni, parents, former parents, grandparents and friends of the Kinkaid community. The tournament is held at a Houston-area golf course where players enjoy lunch, a full round of golf and an awards reception following the tournament. Proceeds from the golf tournament support the John Germann Endowed Scholarship.

Sporting Clays Benefit

The Sporting Clays Benefit is held every spring and alumni, parents, grandparents and friends are welcome to register and shoot in the tournament. The shoot takes place at a local shooting range and typically begins with lunch and games to be followed by the tournament and awards ceremony. Proceeds from the benefit support the Barbara Cooney Teacher Fellowship Endowment.

Kinkaid Annual Fund

Our students are the heart of The Kinkaid School. Your gift to the Kinkaid Fund allows us to provide extraordinary opportunities for our students with support for technology, athletics, the arts, financial aid and character education. Additionally, you help Kinkaid attract and retain outstanding faculty and staff as well as support enhancements and maintenance for our beautiful campus.

A solicitation packet will be mailed to every family in September. Most families make a gift or pledge in the fall with full payment due by June. Follow up phone calls from parent volunteers will be made in the fall to encourage participation. Additionally, many families use their corporate matching gift programs to increase their gift, making a greater impact. Please confirm with your employer if this is an option. The Kinkaid Fund is our top priority for fundraising each year. This Fund ensures that our tradition of excellence will continue each year. For more information, please visit Kinkaid.org/giving or contact Tracy McCleary, Kinkaid Fund Manager at 713-243-5013 or tracy.mccleary@kinkaid.org

Gifts of all sizes are welcomed and appreciated. We ask that you make a gift that is meaningful to you and your family. Kinkaid has two Leadership Giving Societies you may consider. The 1906 Society recognizes donors who make leadership gifts between \$3000 and \$7499, and The Founders Society recognizes leadership gifts of \$7500 or more.

Talon Tip:

- ❑ Both groups are each invited to a social event hosted by the Head of School each spring. These adult-only parties are a great way to meet other parents.

Endowment

A significant endowment is increasingly indispensable to the School's pursuit of excellence, innovation and impact. A gift made to The Kinkaid School endowment is invested in perpetuity, providing an annual distribution in support of the School activities of the donor's choosing. Gifts can be made for specific purposes or to the general endowment, which supports all areas of the School. Endowments can be designated for departments, financial aid, faculty continuing education, technology, operation and maintenance of facilities and specific academic programs. To name an endowment, a gift of \$25,000 or more, payable over 5 years, must be committed and the donor may designate the gift to a particular area of interest. Annual reports are provided to the donor highlighting the performance activity of the investment.

Endowment funds are one of Kinkaid's most powerful financial tools, offering perpetual stability and flexibility. In fact, the endowment distribution typically represented 9% of the Schools' annual operating budget, an amount that makes a major impact on students and faculty throughout the School. A gift to the endowment is an investment that propels our efforts in learning, discovery, engagement that are essential for the best educational experience for our students today and into the future.

For more information, please contact Lisa Wood, Assistant Director of Advancement at 713-243-5023 or lisa.wood@kinkaid.org.

Legacy Giving

In the heart of many Kinkaid families is a commitment to protect and promote the School's tradition of excellence. Many have chosen to leave an everlasting expression of gratitude to Kinkaid through their estate plans. A gift through a bequest in your will or designating Kinkaid as a beneficiary of your retirement plan or life insurance are just a few methods to accomplish your philanthropic goals.

The **Kinkaid Legacy Society** is a recognition program which honors those who have created an enduring legacy to Kinkaid through thoughtful planning of their estate. To be a member, you simply have to notify the School of your intentions.

For more information, please visit kinkaid.planmylegacy.org or contact Lisa Wood, Assistant Director of Advancement at 713-243-5023 or lisa.wood@kinkaid.org.