



NORTHSIDE INDEPENDENT SCHOOL DISTRICT

# Dr. Hector P. Garcia Middle School

14900 Kyle Seale Parkway San Antonio, Texas 78255

P. 210-397-8400 F. 210-695-3830

[www.nisd.net/garcia](http://www.nisd.net/garcia)

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Dr. Mark J. Lopez, Principal  
Lori Persyn, Academic Dean

Mateo Macias, Associate Principal  
, Assistant Principal

August 2024

Hello Gladiator Community,

Welcome to the 2024-2025 school year! We had such a successful year last year and look forward to continuing our excellence into this coming school year. We are excited to have students back on campus to experience clubs, dances, sports, academic competitions, performances, electives, and so much more!

Enclosed in this newsletter you will find all the necessary information for the start of the year. Please read it carefully. Students will receive chromebooks and student IDs during market day this year. Our open house information is below along with a special treat for our incoming 6th graders; the Drum Cafe! We have also enclosed information about summer camps, the supply list and our dress code.

We will begin a new parent series this year entitled "HGMS Parent University" during these evening sessions we will provide professionals to speak on topics such as social media, vaping, bullying and more. Our first "class" will be during open house. We will share the information as soon as the future dates have been set.

We are an "away for the day" campus. Students will put away all technology beginning at 8:30 AM each day. Students will not be allowed to access their technology during the instructional day, unless directed by a teacher. Teachers may use phones as part of their instruction in classrooms if necessary. We want to continue to foster positive student interactions, and keep them focused on classroom instruction. To help our students continue to build positive social interactions we have purchased board games for student use during all lunches.

We do NOT ALLOW food deliveries of any kind to our front office. Not only will this limit the amount of unnecessary visitors to our campus, but will limit the workload on our front office and keep our students with food allergies safe.

We have the BEST school in NISD; THAT'S the Garcia way! We can't wait to have our Gladiators back to enjoy our athletics, clubs, fine arts, performances, The Garcia Family Fiesta, and more! See you soon Gladiators!

Dr. Mark J. Lopez  
Principal

**MARKET DAY, AUGUST 7 :**

Market Day is an opportunity to purchase key items and receive valuable information. This is a come and go event **from 8:00 a.m.- 5:00 p.m.** Each item must be purchased separately, so please bring cash or multiple checks. (PTA will accept debit/credit cards.)

<ul style="list-style-type: none"><li>• PE uniforms (\$20) <b>no credit cards</b></li></ul>	<ul style="list-style-type: none"><li>• Get student IDs</li></ul>
<ul style="list-style-type: none"><li>• Purchase HGMS spirit gear (prices vary)</li></ul>	<ul style="list-style-type: none"><li>• Speak to transportation</li></ul>
<ul style="list-style-type: none"><li>• Check out student Chromebook</li></ul>	<ul style="list-style-type: none"><li>• Locker Practice</li></ul>
<ul style="list-style-type: none"><li>• Yearbooks- \$52 (\$60 in Feb)</li></ul>	<ul style="list-style-type: none"><li>• Complete background check to volunteer</li></ul>
<ul style="list-style-type: none"><li>• Join PTA (\$10)</li></ul>	<ul style="list-style-type: none"><li>• Student schedules</li></ul>
<ul style="list-style-type: none"><li>• Sign up for Watch DOGS</li></ul>	<ul style="list-style-type: none"><li>• Turn in immunization records</li></ul>
<ul style="list-style-type: none"><li>• Put funds in cafeteria account</li></ul>	<ul style="list-style-type: none"><li>• Snacks available for purchase</li></ul>

**6th GRADE OPEN HOUSE, AUGUST 15 :**

**5:00-7:15 PM**

Meet the teachers and tour the school! Schedules will be distributed during the first period; students and parents and students will follow the given schedule. Bell schedule provided below. Doors will open at 4:30.

<b>Bell Schedule for Open House August 15, 2024</b>
1st period: 5:00-5:08 (8 minutes)
2nd period: 5:12-5:17 (5 minutes)
3rd period: 5:21-5:26 (5 Minutes)
4th period: 5:30-5:35 (5 Minutes)
5th period: 5:39-5:44 (5 minutes)
6th period: 5:48-5:53 (5 minutes)
7th period: 5:57-6:02 (5 minutes)
8th period: 6:06--6:11 (5 minutes)
There will be a 4 minute passing period between each class
6th grade students report to gym for Drum Cafe with 8th period Parents report to cafeteria for Parent University 6:15-7:15 PM

## **7th/8th GRADE OPEN HOUSE, August 14 :**

**5:30 PM- 7:00 PM**

Meet the teachers and tour the school! This will be a come and go event for parents to meet their child's teacher and receive information about the course. Parents can access schedules via HAC or can pick up in person.

### **SCHOOL SUPPLIES:**

Our school supply list is available on our campus website. ([www.nisd.net/Garcia](http://www.nisd.net/Garcia)) Copies of the school supply list are also located in our front office. Students may bring school supplies to place in their locker on Market Day.

### **IMMUNIZATION INFORMATION:**

Our campus nurse, Kathryn Cruz, will be available during Market Day and 6th grade open house to answer any questions regarding required immunizations, as well as, collect up-to-date immunization records. Northside ISD and Garcia Middle School adheres to a strict *No Shots, No School* policy which means we will not distribute a schedule to any student who does not have a current immunization record. For questions, you may contact our campus nurse at (210)397-8409 or NISD Health Services at (210)397-3551.

### **MORNING PROCEDURES:**

**Students FIRST day of school is Monday, August 19, 2024.** The doors of the campus will open at 7:40 a.m. and our cafeteria will begin serving breakfast at 7:50 a.m. If students arrive at school before 8:00 a.m., they should be dropped off at the flagpole and report to the cafeteria. (They enter through the doors closest to the cafeteria.) At 8:00 a.m., all students will be dismissed to their grade level hallway. Students will remain in their designated areas until the first bell rings at 8:30 a.m. On the first day, we will have lists posted in the hallway and on the windows in the front office with the student's first period room number in case they were not able to attend orientation or receive their schedule at Market Day.

Schedules will be available for pick-up only if **all** immunizations are current and on file with the nurse.

### **STUDENT DROP-OFF & PICK-UP INFORMATION:**

Parents dropping off and picking up students may only use the loop in the front of the campus. We also ask that you pull your vehicle up as far as you can in the drop-off lane to allow for a faster and safer drop-off and pick-up. For safety reasons, we ask that you **do not drop-off or pick-up in the parking lot unless you park your vehicle in a designated parking spot.** Please do not drop off or pick up your child on Tall Heights, which is part of the Grandview subdivision.

### **BUS RIDERS:**

Students riding the bus to and from school will be dropped off and picked up behind the cafeteria in the bus loop. Special needs buses are dropped off and picked up outside the Associate Principal's office on the side of the building. Bus information can be found at [www.nisd.net](http://www.nisd.net). Scroll down to Boundaries and Buses. Please ensure that your child knows their bus number prior to the first day of school.

### **GET CONNECTED TO HGMS:**

**We encourage you to get connected with HGMS through the following venues:**

Facebook: HGMSPTA

Twitter: @NISDGarcia

Instagram: NISDGarcia

PTA: hgmspta.com

Campus information: [www.nisd.net/Garcia](http://www.nisd.net/Garcia)

### **STUDENT TECHNOLOGY DEVICES:**

Each student has the option of checking out a chromebook for use throughout the year. While your student is not required to check out a chromebook, school issued devices are required for state testing. We will begin technology check out a few weeks into the school year. Students are responsible for the technology they check out. This includes their computer and their charging cord. Students who lose or damage a computer or charging cord will be charged for the replacement cost.

Cell phones and headphones are prohibited during the school day. Students will be able to use them until 8:30 am each morning, then they must be put away for the remainder of the school day. Teachers will have the option of using them in class for instructional purposes only. We want students to connect to their peers and their teachers. We want to keep students free of distractions in the hallways and classrooms, focused on instruction, and fostering positive social interactions with each other. We will have board games for check out during lunches to help facilitate healthy social interactions between our students as well.

### **CAMPUS COMMUNICATIONS:**

We take pride in communicating with all our Gladiators. In addition to the traditional forms of communication (phone calls, emails), teachers will communicate regularly with families. Expect to see weekly class updates from each of your child's teachers. The campus will also communicate weekly through a digital Smore sent to the parent's email. This newsletter is called *Gladiator News* and contains weekly campus information and updates.

### **Home Access Center (HAC):**

The Home Access Center (HAC) allows parents to access grades and attendance information. Your username is your email address and your password is the temporary password you received by email. You will be required to change it the first time you log in. To be able to access student's grades and attendance, **new accounts will need to be created** in HAC once the new school year begins. Please take a few moments to complete this process that will ensure you have easy access to the new HAC portal for the upcoming 2024-2025 school year if you have not already done so. Troubleshooting assistance will be provided at Market Day on August 7.

## **Additional Information**

### **Attendance Procedures:**

Following any absence, students should bring a dated note signed by the parent explaining the reason for the absence. If a doctor saw the student, a note should be obtained from the doctor explaining the absence. All doctors' notes should be sent to the school to substantiate absences. All notes must be turned in within **3 days** of the student's absence. Failure to bring a note to the office following an absence will result in an "unexcused" absence. Only **four** parent notes per semester will be accepted to excuse a student's absence. Students should bring all notes to the attendance office between 8:00 and 8:30 a.m. In the event that a student reports to school following an absence without a note, he/she must report to the Attendance Office.

Medical excuses (dental/doctor/counseling, etc.) should contain the following information (if applicable):

1. Student's name and school ID number
2. Date(s) of absences
3. Date(s) they were under doctor care, (if they received doctor care)
4. Date the student will be able to return to school
5. Reason for absences, and nature of illness or injury
6. Signature of parent/guardian, or doctor
7. Phone number where a parent can be reached

**Bus Procedures:**

In the event that a student wants a friend to ride home with them on the bus, **a note must be provided to the Associate Principal's Office at the start of the school day.** The note must include a phone number where the parent can be reached. The student riding the bus must qualify for bus services in order to ride with a friend. The note can be picked up at the end of the school day and presented to the bus driver.

**Delivery of Items:**

In an effort to minimize interruptions and maximize instructional time, we do not deliver items directly to students. However, we also recognize that students will sometimes forget an item at home. We will deliver glasses and house keys. For all other items, the student is expected to come by the office BETWEEN classes to retrieve their belongings. This procedure helps the school to maintain an academic environment and is effective in helping students practice personal responsibility. Flowers, balloons, birthday presents etc., will be held in the office until the end of the day when students can pick them up to be taken home.

**Lunch Delivery:**

No food deliveries will be accepted at the campus for students. If your student has specific nutrition requirements, please contact our nurse.

**Dress Code:**

The district's dress code is implemented (Section D ); therefore, students will be expected to follow the guidelines set forth by the district. Dress code standards are extended to extra-curricular activities held on the campus. In an effort to promote a safe and positive school environment which is conducive to learning, students should wear appropriate clothing that will not cause disruptions in learning or safety. Inappropriate, indecent, suggestive or distracting clothing will not be allowed. Changes in dress code, deemed appropriate and necessary by the school principal, may be announced, implemented and enforced during the course of the academic school year.

**Parent Pick-up Guidelines:**

We understand that sometimes parents need to pick students up before dismissal time. However, for safety reasons and possible loss of instructional time, we will not send for a student, or allow a student to wait in the office and/or foyer area, until the parent arrives and we have checked identification. Due to high volume activity in the Main Office, we ask that parents refrain from checking students out the last 20 minutes before dismissal.

**Staff Numbers:**

Main Number (210) 397-8400

Academic Dean (210) 397-8432

Associate Principal (210) 397-8424

Counseling Office (210) 397-8432

Nurse (210) 397-8409

Police Officer (210) 397-8445

Principal (210) 397-8405

Special Ed. Office (210) 397- 8451



## Bell Schedule 2024-2025

DR. HECTOR P. GARCIA  
MIDDLE SCHOOL

**GLADIATORS**

**#GladiatorGRIT**

6th Grade	7th Grade	8th Grade
1st Period- 8:40-9:26	1st Period- 8:40-9:26	1st Period- 8:40-9:26
2nd Period- 9:30-10:19	2nd Period- 9:30-10:19	2nd Period- 9:30-10:19
3rd Period- 10:23-11:09	3rd Period- 10:23-11:09	3rd Period- 10:23-11:09
Lunch- 11:13-11:43	4th Period- 11:13-11:59	4th Period- 11:13-11:59
4th Period- 11:47-12:33	Lunch- 12:03-12:33	5th Period- 12:03-12:49
5th Period- 12:37-1:23	5th Period- 12:37-1:23	Lunch- 12:53-1:23
6th Period- 1:27-2:13	6th Period- 1:27-2:13	6th Period- 1:27-2:13
7th Period- 2:17-3:03	7th Period- 2:17-3:03	7th Period- 2:17-3:03
8th Period- 3:07-3:55	8th Period- 3:07-3:55	8th Period- 3:07-3:55



**NO** Torn or Ripped Clothing above the knee.

## DRESS CODE/ELECTRONICS QUICK REFERENCE GUIDE

Dr. Hector P. Garcia Middle School

Refer to the Garcia MS Student/Parent Handbook for Additional Information



Shorts will be permitted provided the shorts are a minimum of mid-thigh length. (Bicycle shorts, form fitting, and skin tight shorts are prohibited.)



Electronic devices such as cell phones, iPads, and AirPods are allowed on campus, but must be off and out of sight from 8:30 AM to 3:55 PM unless they are being used in class under teacher supervision. Any and all electronics will be the sole responsibility of the student and Garcia MS is not responsible for lost or stolen items.

**Cell Phones and other electronic devices will be confiscated and a parent or guardian will be required to pick up the item if students are found in violation.**



**NO** Sagging / baggy pants or pajama pants will be permitted.



Skirt or dress length must be no more than 4 inches above the knee, even with leggings / tights.

Hats, caps, hoods, and non-religious headgear are not permitted.



**Legging pants** can only be worn with an appropriate length dress, skirt, or blouse. Legging pants must be thick and not see-through. (No sheer or cut-outs in leggings).

Hairstyles deemed disruptive to the learning environment are prohibited.



**NO** flip flops, slides, or slippers of any kind.



**No** Low cut, off-shoulder, or strapless blouses.



Sleeveless Shirts Must be 3 fingers in width. **NO** Spaghetti straps allowed.



**NO** tank tops, sleeveless, or muscle shirts permitted.



**NO CROP TOPS-** Make sure the blouse / top is long enough to cover the waist when sitting in a chair, standing, walking, etc.



No inappropriate wording or pictures.



**PARENT NOTE:** If your child violates the dress code policy a phone call will be made in order for parents to bring a change of clothing. If you are unable to deliver appropriate clothing, your child may be offered a loaner item from the VPO and/or issued consequences. Repeated offenses will result in disciplinary action.

*Final determination of acceptable dress code and grooming rests with the Principal or his/her designee*





# Dr. Hector P. Garcia Middle School

## School Supply List

### 2024 - 2025 School Year

**\*All supplies will need to be replenished throughout the school year\***  
 Students may donate items to the classrooms depending on teacher's wish list (i.e. Kleenex, expo markers, hand sanitizer, etc).

All students should have the following items.

<b>Campus General Supply List</b>	<b>Earbuds or Headphones</b>	Markers	Erasers	Scissors
	Pencil Pouch	Pens/Pencils	Notebook Paper	Scotch tape
	Pencil Sharpener	Highlighters	Colored Pencils	Glue sticks

<b>6th Grade</b> (certain items are for specific classes that are indicated)	<b>7th Grade</b> (certain items are for specific classes that are indicated)	<b>8th Grade</b> (certain items are for specific classes that are indicated)
<ul style="list-style-type: none"> <li>• <b>6 total Composition notebooks (200 page)</b> <ul style="list-style-type: none"> <li>○ 2 ELA</li> <li>○ 2 SS</li> <li>○ 1 Science</li> <li>○ 1 Math</li> </ul> </li> <li>• <b>2 total packs of 3x5 index cards</b> <ul style="list-style-type: none"> <li>○ ELA</li> <li>○ SS</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>3 total Composition notebooks (200 page)</b> <ul style="list-style-type: none"> <li>○ 2 ELA</li> <li>○ 1 Science</li> <li>○ 1 Math</li> </ul> </li> <li>• <b>1.5 inch Clearview Binder</b></li> <li>• <b>1 package of 8 tab dividers</b> <ul style="list-style-type: none"> <li>○ History</li> </ul> </li> <li>• <b>Pack of 3x5 index cards</b> <ul style="list-style-type: none"> <li>○ ELA</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>5 total Composition notebooks (200 Page)</b> <ul style="list-style-type: none"> <li>○ 2 ELA</li> <li>○ 1 Science</li> <li>○ 1 Math</li> <li>○ 1 CommApps</li> </ul> </li> <li>• <b>1.5 inch Clearview Binder</b></li> <li>• <b>1 package of 10 tab dividers</b> <ul style="list-style-type: none"> <li>○ History</li> </ul> </li> <li>• <b>2 packs of 3x5 index cards</b> <ul style="list-style-type: none"> <li>○ Comm Apps</li> <li>○ ELA</li> </ul> </li> <li>• <b>Dry Erase Markers (4 pack)</b></li> </ul>

### Electives/PE/GT

Some electives/PE/GT will be giving out specific lists depending on the specialized level of the class on the first days of school.



# GARCIA COUNSELORS 2024-2025



**Mrs. Minnis**

**Last Name: A-D**

Head Counselor

[julie.minnis@nisd.net](mailto:julie.minnis@nisd.net)

210-397-8428



**Mrs. Gibson**

**Last Name: E-H**

[allison.gibson@nisd.net](mailto:allison.gibson@nisd.net)

210-397-8427



**Mrs. Ramirez**

**Last Name: I-P**

[analisa.perez-ramirez@nisd.net](mailto:analisa.perez-ramirez@nisd.net)

210-397-8444



**Mrs. Roberts**

**Last Name: Q-Z**

[ashley.roberts@nisd.net](mailto:ashley.roberts@nisd.net)

210-397-8425

**Grade Reporting Secretary**



Mrs. Carrola 210-397-8432

[felicia.carrola@nisd.net](mailto:felicia.carrola@nisd.net)

**TUESDAY,  
AUGUST 6  
5:30-7:30pm**

- 🎵 in the Choir Room B117
- 🎵 meet your teacher
- 🎵 meet your classmates
- 🎵 play games
- 🎵 make posters
- 🎵 oh yeah, and SING!
- 🎵 optional, free event

Everyone enrolled  
in Choir for 2024-2025  
is welcome!  
Use this link to sign-up:  
<https://bit.ly/455B7ct>



**THURSDAY,  
AUGUST 8  
5:30-7:30pm**

- in the Choir Room B117 🎵
- meet your teacher 🎵
- meet your classmates 🎵
- watch a movie 🎵
- have snacks 🎵
- oh yeah, and SING! 🎵
- optional, free event 🎵

Or, scan this QR  
code to sign up:



Have questions? Email [Kathy.Settles-Horejsi@nisd.net](mailto:Kathy.Settles-Horejsi@nisd.net)

**QUESTIONS? EMAIL**  
zachary.bailey@nisd.net for more  
information

**REGISTER NOW**

**GARCIA MS  
SUMMER BAND CAMP**

**FREE EVENT FOR 2ND & 3RD YEAR MEMBERS  
TO PREPARE FOR THE SCHOOL YEAR  
AND REGION BAND AUDITIONS**

**August 5th, 6th, 8th, 9th  
9:00AM - 12:00PM**

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**Registration Ends  
Friday, August 2nd**

**Register with our QR Code**



# ORCHESTRA CAMP

**13 & 16 AUGUST 2024**

AUG. 13- 4:30-6:00 (6th grade)  
6:00-7:30 (7th&8th grade)

AUG. 16 - 6:00-8-00PM  
SOCIAL AT BIGZ BURGERS (ALL GRADES)