


## Irving Elementary

Start Time **7:50 am**; Dismissal **3:00 pm**  
 500 West Clinton Avenue || 515-961-9560 || <http://www.indianola.k12.ia.us>



Please report all student absences, including the reason for the absence, by 8:00am. If emailing, email both your child's teacher **AND** the Irving Secretary. Thank you!

**Irving Secretary:**  
 515-961-9560  
[joanne.thessen@indianola.k12.ia.us](mailto:joanne.thessen@indianola.k12.ia.us)

As a courtesy, please call or email any changes to your child's pick-up arrangements for that day by 12:30 pm unless you have an emergency.

Click on the link below to go directly to that section:  
[Menus](#) [Irving Events](#) [Building Notes](#) [Health Office](#) [Transportation](#) [PTO](#) [District/Community Events](#)

Indianola Schools offer lunch and breakfast each day. [Irving Menus](#)  
 Breakfast starts at 7:15am. Students eating breakfast can enter through entrance 3 on the west side until 7:50am.  
 After 7:50am, all students must enter through the main entrance.



The following options are offered daily:

- Breakfast: Assorted Fruit Juice, Cereals, and String Cheese
- Lunch: Yogurt, Cheese Stick, Goldfish, and Granola
- 1% White Milk, Chocolate Milk, and Water

Monday, 10/31	Tuesday, 11/1	Wednesday, 11/2	Thursday, 11/3	Friday, 11/4
Day 3	Day 4	Day 5	Day 6	Day 1
**Menus are subject to change without notice**				
Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
Assorted Pop Tarts Diced Pears	Breakfast Combo Raisins	Muffin Mixed Fruit	Cinnamon Roll Applesauce	Bagel/Cream Cheese Diced Peaches
Lunch	Lunch	Lunch	Lunch	Lunch
Chili Cinnamon Roll Fresh Cauliflower Peach Cup Vanilla Pudding	Pasta w/Sauce Cheese Stick Shredded Romaine Baby Carrots Diced Pears	Cheeseburger French Fries Baby Carrots Diced Apricots	Mini Corn Dogs Baked Beans Cucumber Slices Applesauce	Cheese Bites Marinara Sauce Green Beans Fresh Broccoli Banana

If you need assistance, the free and reduced application is available here: [Free and Reduced Meal Application Information](#). Indianola Schools is an equal opportunity provider.

**fyi,** Irving Events

[2022-23-Year-Round-Calendar](#)

**\*\*\*Every Wednesday.....Early Dismissal (2:00 for bus riders/2:05 for pick up/walkers.)\*\*\***

- November 1.....Picture Retakes 10-10:30 am
- November 7.....PTO Meeting at 7:00 (In person at Irving Library & on Zoom)
- November 22.....1 Hour Early Dismissal (2:00pm)
- November 23-25.....No School-Thanksgiving Break
- December 1.....Irving Music Program @ HS Auditorium (1st & 2nd @ 6:00 pm; 3rd & 4th @ 7:00 pm)
- December 5.....PTO Meeting at 7:00 (In person at Irving Library & on Zoom)
- December 16.....1.5 Hour Early Dismissal (1:30pm)
- December 16.....End of 2nd Quarter
- Dec.19-Jan. 9.....No School-Winter Break

**-- Building Notes --**


**The bell rings at 7:50 am.**

**Per the Handbook: students will be counted tardy if they arrive within the first 10 minutes of the day. If they arrive after the first 10 minutes, they will be counted absent for the portion of the day they missed.**

**YEARBOOK**

**We need your help to make the 2022-2023 Irving yearbook great!**  
 Please email any school related pictures to [irvingelementaryyearbook@gmail.com](mailto:irvingelementaryyearbook@gmail.com).

<b>Lunch and Recess Times</b>			
<b><u>Recess AM</u></b>		<b><u>Grade</u></b>	
Kindergarten	9:25-9:40	K	10:50-11:10
1st/2nd	9:40-9:55	1st	11:05-11:25
<b><u>Recess PM</u></b>		2nd	11:20-11:40
3rd/4th	2:00-2:15	3rd	11:35-11:55
1st/2nd	2:15-2:30	4th	11:50-12:10
Kindergarten	2:40-2:55	5th	12:05-12:25
			<b><u>Recess</u></b>
			11:10-11:35
			11:25-11:50
			11:40-12:05
			11:55-12:20
			12:10-12:35
			12:30-1:00



We are accumulating a lot of coats, jackets, hoodies, etc. in our lost and found! If you can please put your child's name or initials on their items, that will help us return it to them.

Also, if your child has lost an item, please feel free to stop by to check if it is in the lost and found.

**Student Drop-off and Pick-up Reminders**

- Vehicles MAY NOT BE LEFT UNATTENDED in the “car rider lane” on Clinton Street from 7:30-8:20 AM and 2:40-3:25 PM. If you must leave your vehicle, please use an official parking space.
- Students MUST be IN CLASS at 7:50am. Per the Handbook: students will be counted tardy if they arrive within the first 10 minutes of the day. If they arrive after the first 10 minutes, they will be counted absent for the portion of the day they missed.
- Students arriving after 7:50am must enter through the main office.
- Dismissal for the bus begins at 3:00. Only bus students may be dismissed at this time.
- Dismissal for car riders and walkers begins at 3:05.
- Dismissal areas-
  - North Door - 1st, 3rd and 5th grades
  - Southwest Door- Kindergarten, 2nd and 4th grades
  - Families with children in multiple grade levels may decide on one designated pick-up area. Please notify the classroom teachers of your decision.
- If you need to pick your child up early, you will need to park in an official parking place, come into the main office and sign your child out.

**At Irving We Are...**

- S** Safe
- T** Trustworthy
- R** Respectful & Responsible
- O** On Time & On Task
- N** Neighborly
- G** Growing

**Irving Strong - Trustworthy**

During the month of October, Irving will focus on what it means to be trustworthy. We have a variety of classroom and school wide activities scheduled during October.



**Notes from the Transportation Department - 515-961-9592**

- All bus students are expected to wear their seat belt during their bus route. If your child is having trouble with the seat belt, please ask the bus driver for help.
- The middle school is a transfer point only for before and after school. Parents should be dropping off and picking up their children at their attendance center if they have plans other than their typical bussing needs.
- According to the Student Transportation Handbook (found on the Indianola website): ‘. . . Elementary parents cannot pick up or drop off elementary students at the Middle School for transportation.’

**Need a Bus Pass for your child to ride home with another student or on a different bus?**

Bus Passes must be approved at least three (3) days in advance by the Transportation Department. Please contact the Transportation Department at 515-961-9592.



## -- PTO Information --

**Indianola Hy-Vee:** Save receipts from the Indianola Hy-Vee store and gas station. Hy-Vee makes a donation to the PTO after we collect a certain dollar amount in receipts. Send receipts in a marked envelope with your child to school, turn them in to the office, or bring them to a PTO meeting. Indianola Hy-Vee location only.

**AmazonSmile:** Choose "Irving Parent Teacher Organization (Indianola, IA)" as your charity.

**Box Tops for Education:** Download the Box Tops app, choose "Irving Elementary School (Indianola, IA)" and scan receipts to earn money for our school. Receipts must be scanned within **14 days** of purchase.

## -- District/Community Events--

### Change of Address

Are you moving? Or have you recently moved? The parent/guardian needs to complete the Change of Address Form and provide acceptable proof of residency to the District Enrollment Coordinator. Please do so in a timely manner, as changes can take 2-3 business days to update. [Change of Address Form](#)

More information may be found here: [ICSD Change of Address](#)

Thank you!



You can search/subscribe to upcoming events in the District's Digital Backpack:  
[www.indianola.k12.ia.us/digital-backpack](http://www.indianola.k12.ia.us/digital-backpack)

***The Music Booster Craft/Vendor Show is Saturday, Oct. 29 in the Blake Fieldhouse. Shopping is open from 9 a.m.-2 p.m.*** All proceeds from the show (admissions/concessions) will be used to support the IMS Music programs and is our only fundraiser. Admission is \$3 & we will have over 100 vendors. Please come show your support for IMS music and get some early shopping done!

### **Youth Wrestling Club Sign-up Information:**

The Indianola Mat Tribe Youth Wrestling Club is currently taking registrations. Click the following link for more information and to register: <https://www.indianolawrestling.com/index.cfm>

Please contact Clint Manny with any questions at 515-971-6827 or [clint.manny@indianola.k12.ia.us](mailto:clint.manny@indianola.k12.ia.us).

---

**NOTICE OF NONDISCRIMINATION**

It is the policy of the Indianola Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact Special Programs Coordinator, 1301 East 2nd Avenue, Indianola, Iowa 50125, 515-961-9500.  
spcoordinator@indianola.k12.ia.us.

..... Code No. 102.E3

It is the policy of the Indianola Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact Director of Human Resources, 1301 East 2nd Avenue, Indianola, Iowa 50125, 515-961-9500,  
hrdirector@indianola.k12.ia.us.

..... Code No. 102.E2

504 Coordinator  
Specials Programs Coordinator  
Sarah Baker  
1301 East Second Avenue  
Indianola, IA 50125  
515-961-9500 ext. 3114

Title XI  
HR Director  
Mimi Kelly-Meyer  
1301 East Second Avenue  
Indianola, IA 50125  
515-961-9500 ext.1502

who has been designated by the school district to coordinate the school district's efforts to comply with the regulations implementing Title VI, Title VII, Title IX, the ADA, § 504 and Iowa Code 280.3 (2007).