



# QUAIL CREEK ELEMENTARY

## OKLAHOMA CITY PUBLIC SCHOOLS



11700 Thorn Ridge Road  
OKC, OK 73120



**Phone: 405.587.6500**  
Fax: 405.587.6505

**Office Hours:** 8:00 am - 4:00 pm  
**School Hours:** 8:20 am - 3:10 pm



Principal  
**Emily Burris**  
erburris@okcps.org



Assistant Principal  
**Ebonie Anderson**  
ehopkins-anderson@okcps.org

**Welcome to the 2025-2026 school year!** We're so happy to have you as a part of the Quail Creek family. Please take a moment to review this packet for important information about drop off and pick up procedures, a calendar of special events, and ways to get involved. We're excited for all the great things ahead!

## *We're Crusaders for Learning!*

### MORNING ARRIVAL

**7:45 am**

**7:45 - 8:05 Doors open for Breakfast**

*Breakfast is free for all students*

Students may only enter through the Thorn Ridge entrance and go into the cafeteria.

**8:05 am**

Doors and classrooms are open.

**8:20 am**

Instruction begins. Please have your child in class and ready for a fun day of learning!

**Please do NOT leave your child unattended in the morning before morning doors open!**



**Late Arrival (After 8:20 am)**

Parent or Guardian must check student in through the front office.

### DISMISSAL

**2:30 pm**

**Early Check Out ends**

If you need to check your child out early, please come before 2:30 pm as school doors are closed at this time. We will not let guests/parents in after this time for the safety of our students and staff.

**3:10 pm**

**Dismissal begins**

*Please see included map for pick up locations and procedures.*

Please contact the office by 2:30 pm if your child's transportation has changed.

**You must have an ID to check out any student!**



Looking for grades, immunization, attendance, behavior, and even re-enrollment? Ask the office for your parent portal code.



**Stay Connected!** Send an email to [qcnews@gmail.com](mailto:qcnews@gmail.com) to get the weekly newsletter. You can also find us on Facebook and Instagram to see what's going on at QCE!

# QUAIL CREEK CRUSADERS

## LUNCH TIMES *Free for all OKCPS students*

Kinder 10:20-10:50	First 11:00- 11:30	Second 11:35-12:05	Third 12:05- 12:35	Fourth 12:45-1:15
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Join your student for breakfast or lunch!  
Adult Breakfast Tray: \$3.50 Adult Lunch Tray: \$5.50  
*Check the weekly newsletter for the lunch menu each week*



## Uniform Policy

Uniforms are a REQUIREMENT for all students.



Tops: **White, Gray, or Navy**      Bottoms: **Khaki or Navy**

*Leggings may only be worn under uniform, not as pants.*

### Jackets/Sweaters/Sweatshirts

All clothing worn inside must adhere to school colors (above).  
Jackets for outside do not have to adhere.

### Shoes

Closed toe shoes are required at all times on school property.

### SpiritWear

Spirit Wear shirts may be worn as a uniform any day!  
This includes Spirit Wear from previous years and  
Crusader Day shirts.



### What happens if you are not in school uniform?

Parents will be called to bring up correct uniform.  
Please help us in making sure school uniform is followed.  
We do not want to bother you at work!

Check out  
the weekly  
newsletter for  
**Dollar (\$1)  
Dress Days!**

# Student Pick-Up and Drop-Off

Our desire is for parent pick-up and drop-off to be as safe as possible for our students.  
Please note the following information:

## MORNING DROP-OFF PROCEDURES

- ▶ Doors open and supervision begins at 7:45 in the morning. For the safety of your child, please have them remain in your vehicle until 7:45 am. All students will go directly to the cafeteria for breakfast.
- ▶ First Bell: **8:10**
- ▶ Tardy Bell: **8:20**

## LATE DROP-OFF (AFTER 8:20)

- ▶ Please walk your student into the office to sign them in and receive a tardy slip. All late arrivals are recorded on the student's attendance.

## VISITORS AND EARLIER PICK-UP

- ▶ Every adult who is picking up a child before the dismissal bell must display a current driver's license or government picture ID.
- ▶ Early checkout ends at 2:30! There will be **no checkouts after 2:30**, unless there is an emergency. This is to ensure a safe dismissal for every student.

## DISMISSAL

- ▶ Every adult picking up a child at dismissal is required to have the School Safe ID tag. Without a car tag, you will be asked to park in a parking spot and provide your driver's license for verification. Staff will verify with the office that you are allowed to pick up that student.

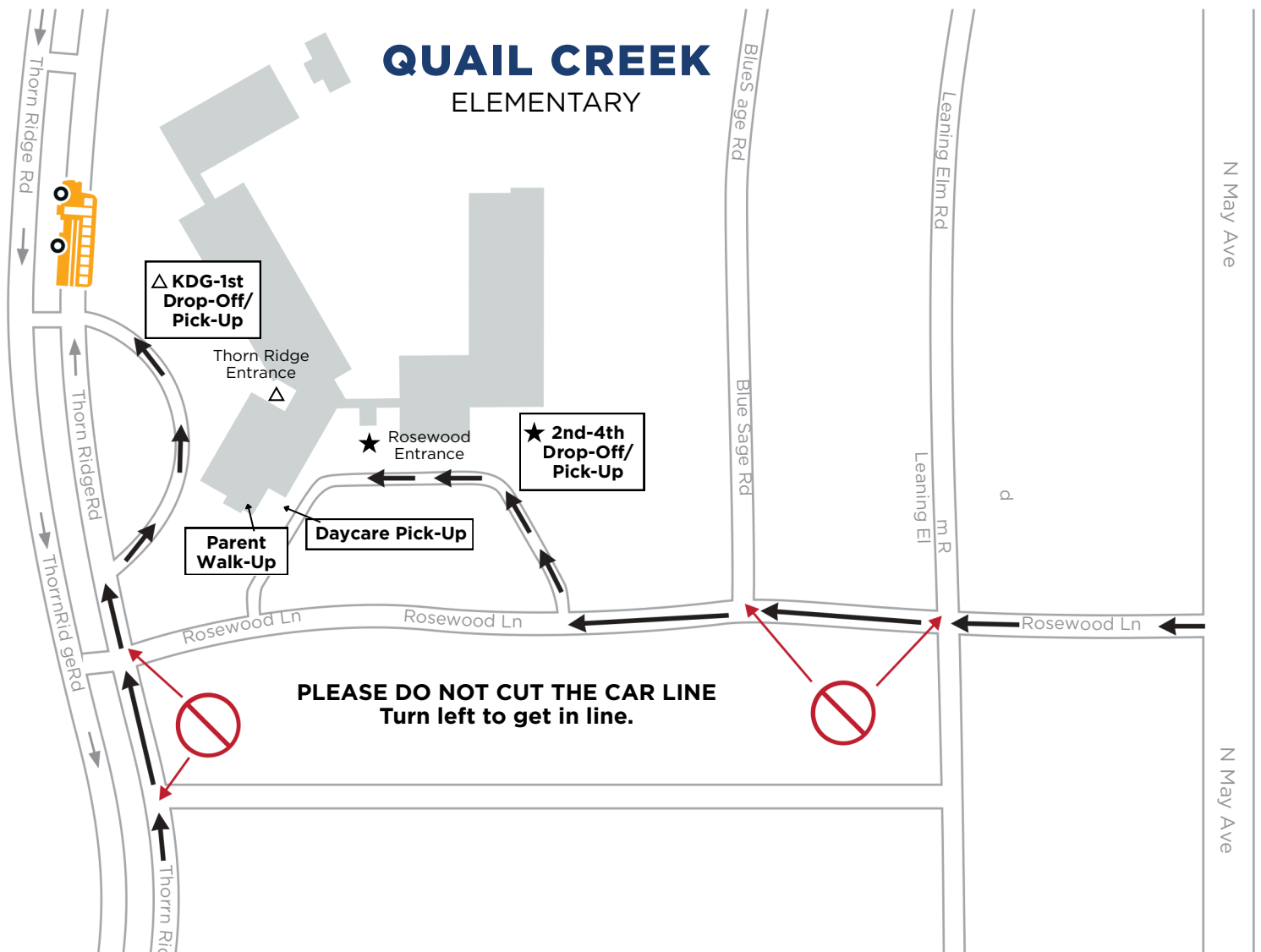
**\*PLACE SCHOOL SAFE ID TAG IN A VISIBLE SPOT IN YOUR WINDSHIELD**

- ▶ First 2 car tags are free. Cost to replace is \$5. Please see the office for additional tags.
- ▶ All students will be dismissed from their classrooms to their designated dismissal door.

(See map on back)

# Student Pick-up and Drop-Off

- **Kindergarten, 1st Grade, and their older siblings** will be dismissed from Thorn Ridge Rd (Circle drive, west side of school building)
- **2nd-4th Grade** will be dismissed from Rosewood Ln (Main parking lot, south side of building)
- **Bus Loading**  
DO NOT PASS when buses are present! It is against the law and for safety of the children. Bus loading is in front of the stairs on Thorn Ridge Road.
- **Daycare Pick-Up** will be in front of the loading dock. Staff will bring them to your vehicle. Please have daycare signage on the vehicle!
- **Parent Walk-up (all grades)** is located on the dock area. Please park on Thorn Ridge Rd facing south and have your School Safe ID tag with you.



Please help keep all of our Quail Creek students and staff safe during dismissal. We will do our best to make the traffic go as smoothly and quickly as possible. BE KIND. BE SAFE. BE RESPECTFUL.

# 2025-2026 YEAR CALENDAR

## JULY

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	WD 6	PD 7	PD 8	9
10	PD 11	PD 12	*[13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	^23	24	^25	26	27
28	29	30				

## OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	[20	21	22	23	24	25
26	27	28	29	30	31	

## NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
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2	3	4	5	6	7	8
9	PD 10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

## DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	PD 5	[6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	^17	18	^19	20	21
22	PD 23	24	25	26	27	28

## MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	PD 23	[24	25	26	27	28
29	30	31				

## APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	WD 17	18
19	20	21	22	23	24	25
26	27	28	29	30		

## MAY

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	*21	22	23
24	25	26	27	28	29	30
31						

## JUNE

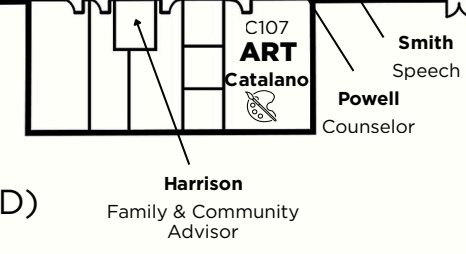
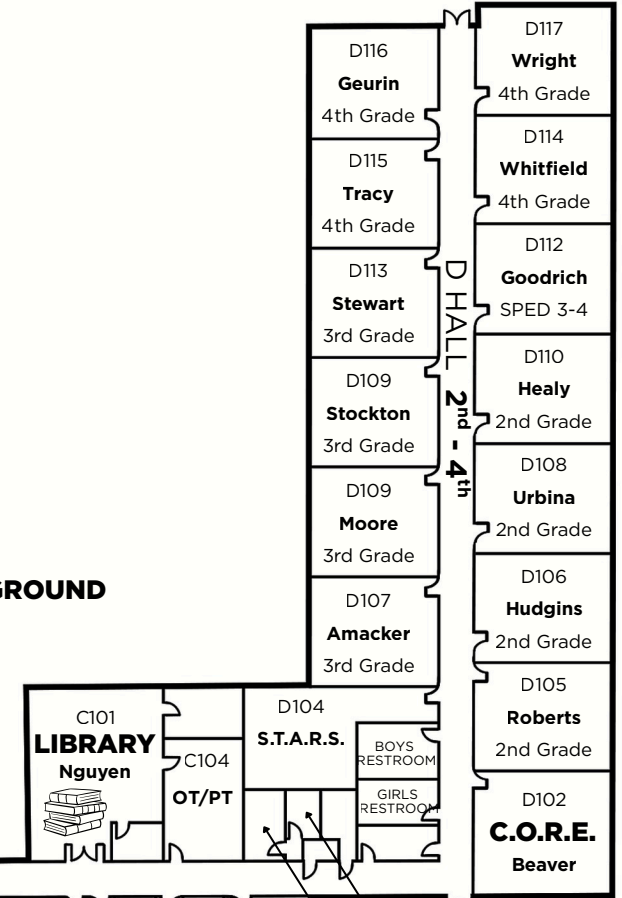
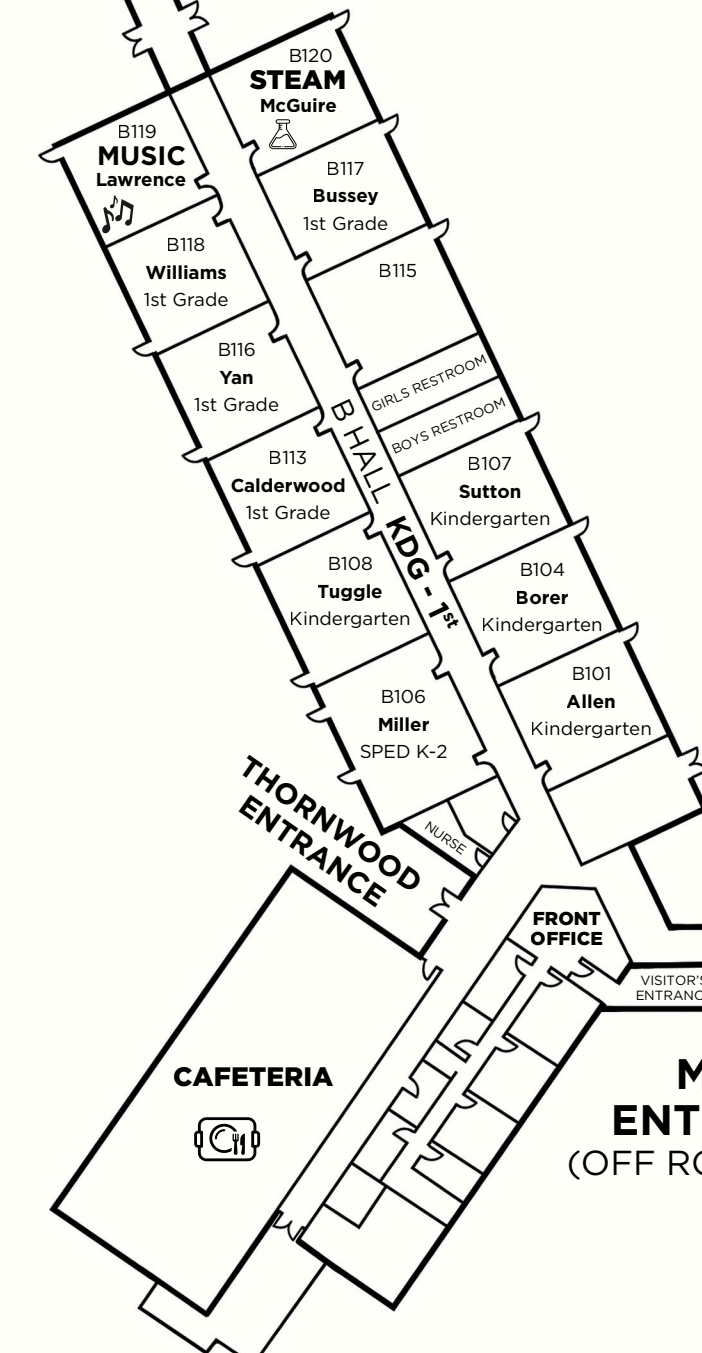
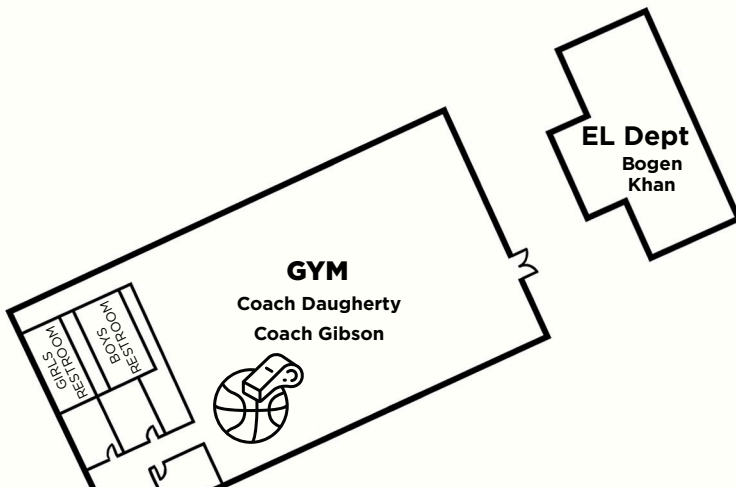
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

### Important Dates

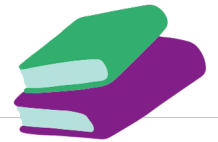
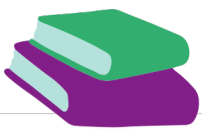
**Aug 13** Classes Begin\*  
**Sep 1** Labor Day  
**TBD** Open House  
**Sep 23 + 25** Parent Conferences^  
**Oct 13 - 17** Fall Break  
**Nov 24 - 28** Thanksgiving Break

**Dec 22 - Jan 5** Winter Break  
**Jan 19** MLK Jr. Day  
**Feb 17 + 19** Parent Conferences^  
**Mar 16 - 23** Spring Break  
**May 21** Last Day of Classes\*

**[ + ]** Beginning + End of Quarter  
**WD** Teacher Work Day (No School)  
**PD** Professional Development Day (No School)







QUAIL CREEK ELEMENTARY PTA

# CALENDAR OF EVENTS



2025-2026



## **AUGUST**

8/6: Popsicles on the Playground @ 4:30  
8/12: Meet the Teacher @ 4pm & 5pm  
8/13: First Day of School

## **SEPTEMBER**

9/1: Labor Day/No School 9/3: Fall Picture Day 9/3: PTA Mtg @ 6pm 9/19: Fall Fundraiser Kick-off 9/23 & 9/25 Parent/Teacher Conferences 9/26: No School TBD: Restaurant Night

## **OCTOBER**

10/9: Fall Family Festival @ 5  
10/13-17: Fall Break  
10/27-10/31: Red Ribbon Week  
10/31: Storybook parade @ 8:30 am/Classroom Parties @ 2:15  
Winter Spirit Sale TBD

## **NOVEMBER**

11/5: PTA Mtg @ 6pm  
11/8: Veterans Day Assembly  
11/10: No School  
11/17-21: Book Fair  
11/19 Grandparents Day Lunch  
11/24-28 Thanksgiving Break  
TBD: Restaurant Night

## **DECEMBER**

12/8-18: Candy Gram Sale  
12/10: K/1st Music Program 5-6pm  
12/11: 2nd-4th Music Program 5-6:30pm  
12/18: Staff Appreciation Luncheon  
12/19: Polar Express Day/Classroom Parties @ 2:15  
12/22: Winter Break Begins

## **JANUARY**

1/6: School resumes  
1/19: MLK Day/No School  
1/30: Glow Dance @ 5pm  
TBD: Restaurant Night

## **FEBRUARY**

2/4: PTAMTG @ 6pm  
2/6: Spring Picture Day  
2/2-12: Candy Gram Sale  
2/13: Small & Tall Ball @ 5:30  
2/13: Classroom Parties @ 2:15  
2/17 & 19: Parent/Teacher conferences  
2/20 & 2/23: NO SCHOOL

## **MARCH**

3/2-3/6: Read Across OKC  
3/2: Read-a-thon Kick-Off  
3/13: Bingo for Books @ 5pm  
3/16-20 Spring Break  
3/23: NO SCHOOL

## **APRIL**

4/1: PTA MTG @ 6pm  
4/17: NO SCHOOL  
TBD: Restaurant Night

## **MAY**

5/4-8: Staff Appreciation Week  
5/4-5/8: Spring Book Fair  
5/13: K/1st Music Program 5-6pm  
5/14: 2nd-4th Music Program 5-6:30 pm  
5/15: Super Crusaders Day  
5/21: Kinder Graduation  
5/21: 4th Grade Farewell/Last Day!

## **JUNE**

Happy Summer!

## **JULY**

PTA Mtg-TBD

IN THE EVENT OF CALENDAR CHANGES WE WILL UPDATE YOU!

# EVENT GLOSSARY:

**POPSICLES ON THE PLAYGROUND:** ALL INCOMING KINDER STUDENTS GATHER TO PLAY AND HAVE POPSICLES BEFORE THE SCHOOL YEAR STARTS

**FALL FUNDRAISER:** WE SEND HOME PACKETS WITH COOKIES, KITCHEN ITEMS, WRAPPING PAPER, ETC FOR STUDENTS TO SELL TO FRIENDS AND FAMILY. THIS FUNRAISER LASTS FOR 2 WEEKS AND STUDENTS CAN EARN FUN REWARDS!

**RESTAURANT NIGHTS:** WE TEAM UP WITH RESTAURANTS IN OUR AREA FOR QUAIL CREEK RESTAURANT NIGHTS (WE TYPICALLY GET A PERCENTAGE OF REVENUE FROM THE NIGHT)

**FALL FESTIVAL:** FAMILIES WELCOME TO JOIN US IN A FUN FALL CELEBRATION WITH GAMES, MUSIC, HOTDOGS, AND PLAYING!

**RED RIBBON WEEK:** ANNUAL DRUG PREVENTION AWARENESS CAMPAIGN. CHILDREN GET TO DRESS IN FUN/WACKY WAYS THROUGHOUT THE WEEK

**STORYBOOK PARADE:** ON HALLOWEEN STUDENTS ARE ALLOWED TO WEAR STORY/BOOK THEMED COSTUMES TO SCHOOL AND PARTICIPATE IN A PARADE THROUGH THE SCHOOL.

**BOOK FAIR:** SCHOLASTIC BOOKS ARE SOLD IN OUR LIBRARY THROUGHOUT BOOK FAIR. FAMILIES CAN SEND STUDENTS WITH MONEY OR DIGITALLY LOAD MONEY FOR THEIR STUDENTS.

**GRANDPARENT LUNCH:** GRANDPARENTS INVITED FOR A PICNIC STYLE LUNCH WITH THEIR GRANDCHILDREN (YOU CAN ALSO STOP BY THE BOOK FAIR 😊)

**CANDYGRAM SALE:** TO RAISE MONEY FOR THE 4TH GRADE END OF YEAR GIFT, (WE WORK HARD SO THAT EVERY 4TH GRADER RECEIVES A YEARBOOK AS A FAREWELL GIFT) WE HAVE A DECEMBER AND FEBRUARY CANDYGRAM SALE. STUDENTS AND FAMILIES CAN SEND SPECIAL CANDYGRAMS WITH MESSAGES TO THEIR FRIENDS/STUDENTS.

**POLAR EXPRESS DAY:** STUDENTS CAN WEAR THEIR PJ'S TO SCHOOL! SPECIAL GUEST READERS (FAMILY MEMBERS/PARENTS/GRANDPARENTS) READ TO CLASSROOMS AND STUDENTS GET A SWEET TREAT (TYPICALLY HOT COCOA)

**GLOW DANCE:** THIS DANCE IS FOR ALL QCE BOYS AND ONE SPECIAL GUEST OF THEIR CHOOSING!

**SMALL AND TALL BALL:** THIS DANCE IS FOR ALL QCE GIRLS AND ONE SPECIAL GUEST OF THEIR CHOOSING!

**READ ACROSS OKCPS-** A DISTRICTWIDE EVENT THAT FACILITATES DIRECT RELATIONSHIPS BETWEEN THE COMMUNITY AND SCHOOLS THROUGH A SHARED LOVE OF READING.

**READ-A-THON FUNDRAISER-** SPRING FUNDRAISER FOCUSING ON MINUTES READ AND DONATIONS FROM FAMILY AND FRIENDS. PRIZES GIVEN OUT TO THE READERS WITH THE MOST MINUTES READ!

**BINGO FOR BOOKS-** SPRING FAMILY EVENT! COME PLAY BINGO, EAT PIZZA, AND GET FREE BOOKS!

**SUPER CRUSADER DAY-** SCHOOL WIDE EVENT THAT FOCUSES ON PE FUN!



# QUAIL CREEK ELEMENTARY PTA

## 2025-2026 VOLUNTEER FORM

Why join the PTA? With your help, we will make a big impact this year by advocating for our students, teachers, and school! Volunteering helps support a variety of school activities and programs while creating a fun, engaging, and positive community!

### PERSONAL INFORMATION

Member Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_ Okay to text? Y / N

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Teacher: \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Teacher: \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Teacher: \_\_\_\_\_

### INVOLVEMENT PREFERENCES



#### Communication

\_\_\_\_\_ Bulletin Board

\_\_\_\_\_ Social Media

\_\_\_\_\_ Fundraising

\_\_\_\_\_ Event Set Up

\_\_\_\_\_ Photography

#### Fundraisers/Events

\_\_\_\_\_ Back to School Night

\_\_\_\_\_ Picture Day

\_\_\_\_\_ Fall Family Festival

\_\_\_\_\_ Bingo for Books

\_\_\_\_\_ Polar Express

\_\_\_\_\_ School Dances

\_\_\_\_\_ Teacher & Staff  
Appreciation Week

\_\_\_\_\_ Super Crusader Day

\_\_\_\_\_ No preference

Are you able to commit to attending 2 meetings per semester? \_\_\_\_\_ Yes \_\_\_\_\_ No  
Anything else you'd like us to know?

\_\_\_\_\_  
\_\_\_\_\_

**THANK YOU FOR YOUR INTEREST AND SUPPORT!**

# QUAIL CREEK ELEMENTARY

## PTA GIVEBACKS STORE

Our PTA Givebacks store is a one stop shop for dollar dress days, birthday shout out purchases, event tickets, and MORE!

### ITEMS IN OUR STORE

- Dollar Dress Day (\$25 for the year)
- \$15 QCE Yard Sign
- \$15 PTA membership
- \$10 Birthday Shout Out on our Sign
- Tax-deductible donations
- Event Tickets

### PURCHASE OPTION #1

Simply scan the QR code with the camera of your mobile phone to complete purchases online!



<https://quailcreekpta.givebacks.com/store>

### PURCHASE OPTION #2:

Name: \_\_\_\_\_

Items for purchase (circle):

Birthday Shout Out (\$10)

Dollar Dress Day (\$25)

QCE Yard Sign (\$15)

PTA membership (\$15)

TOTAL AMOUNT: \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Teacher: \_\_\_\_\_ Student Birthday: \_\_\_\_\_

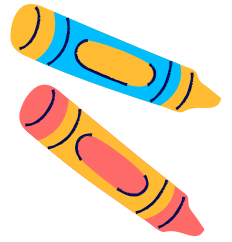
Primary Contact Email: \_\_\_\_\_ Primary Contact Phone: \_\_\_\_\_

*Please return this form, along with payment, to the school office or your child's school folder.  
If paying by check, please make your check out to "Quail Creek Elementary PTA"*

## THANK YOU FOR YOUR SUPPORT!



# SUPPLY LIST



Teachers may also post wish lists outside of their classrooms if they are in need of any other items throughout the year!

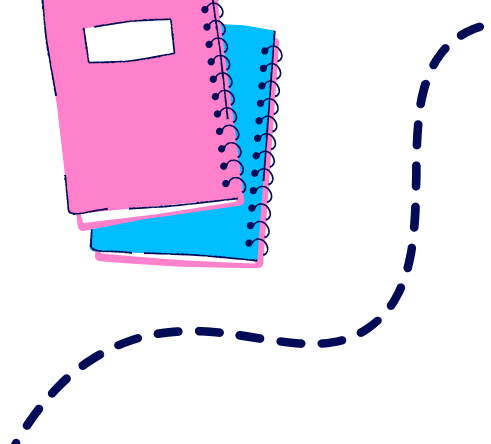
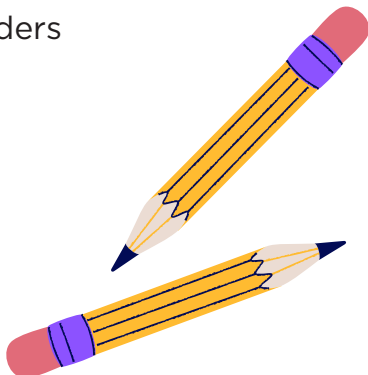
## KINDERGARTEN

- Backpack (no wheels)
- 1 pencil box (plastic & solid color)
- 1 pair 5" scissors blunt tip
- 8 Elmer's glue sticks
- 1 bottle Elmer's glue
- 1 package of baby wipes
- 1 Composition Notebook
- 4 plastic pocket Folders (no design)
- 1 pack Ticonderoga #2 Pencils (12 ct.)
- 4 Boxes of Crayola Crayons (24 ct.)
- 2 boxes of Crayola Markers
- 1 Crayola Watercolor pack
- 1 box of Band-Aids
- 2 boxes of Kleenex
- 1 ream of copy paper

**In case of a bathroom accident, please pack an extra pair of clothes and underwear during the school year.**

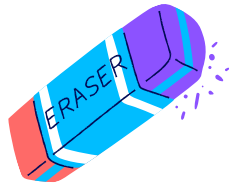
## 1ST GRADE

- Backpack (no wheels)
- 1 Pencil Box
- 1 pair 5" Scissors (Blunt Tip)
- 4 Black Dry Erase Markers
- 4 Pink Erasers
- 8 Elmer's Glue Sticks
- 2 Composition Notebooks
- 2 Plain Pocket Folders
- 2 Dozen Ticonderoga #2 Pencils
- 4 Boxes of Crayola Crayons (24 ct.)
- 2 Boxes of Crayola Markers
- 1 Jumbo Box of Kleenex
- 1 Roll of Paper Towels
- 1 Ream of Copy Paper
- 1 Hand Sanitizer



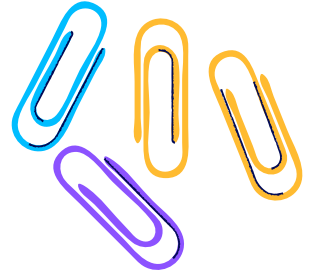
## 2ND GRADE

- Backpack (no wheels)
- Supply Box (5x8")
- 2 Wide ruled composition notebooks
- 1 pair of 5" scissors
- 2 pink erasers
- 4 Elmer's Glue Sticks
- 3 dozen #2 Ticonderoga pencils (pre-sharpened)



## Q&C SUPPLY LIST

- 3 boxes of 24 count classic color Crayola crayons
- 2 boxes of 10 count classic Crayola markers
- 10 Expo dry erase markers
- 2 boxes of tissues
- 2 reams of copy paper
- 2 rolls of paper towels
- 2 large Clorox wipes



## 3RD GRADE

- Backpack (no wheels)
- Supply box
- 2 composition notebooks
- Scissors
- Plastic inch/centimeter ruler
- Headphones with a microphone (not wireless)
- 4 Pink pearl erasers
- 4 pocket folders
- 1 - 1.5" three ring binder
- 3 Elmer's glue sticks
- 4 dozen #2 Ticonderoga Pencils (sharpened)

- 2 boxes Classic Crayola Crayons (24 ct.)
- 2 boxes Classic Crayola Markers (10 ct.)
- 2 boxes Classic Crayola colored pencils (12 ct.)
- 10 Expo dry erase markers
- 1 Bottle of Expo dry erase board cleaner
- 1 Yellow Sharpie highlighter
- 3 boxes of tissues
- 2 Reams of copy paper
- 2 Large Clorox wipes
- 1 Pack of colored construction paper

**BOYS:** 2 rolls of paper towels

**GIRLS:** 1 box Band-aids

## 4TH GRADE

- Backpack(no wheels)
- 1 pencil box
- 2 pkgs wide ruled notebook paper
- 4 dozen #2 Ticonderoga Pencils
- 2 dozen cap erasers
- 1 box Crayola markers
- 4 Glue sticks
- 4 Composition notebooks - no spirals
- 4 Spiral notebooks

- 3 Pocket folders
- 2 rolls of paper towels
- 1 plastic ruler
- 1 pair 5" scissors (blunt tip)
- 1 Ream copy paper
- 3 pack of yellow highlighters
- 1 box of Crayola colored pencils (12 ct.)
- 2 boxes Crayola crayons (24 ct.)
- 2 boxes tissues (Kleenex)

