



# Alcalde Elementary

SR 68, CR 138A #35; Alcalde, NM 87511 – *physical*  
P.O. Box 219; Alcalde, NM 87511 – *mailing*



*Home of the Leopards*

(505) 852-4253 *-phone*

[www.k12espanola.org](http://www.k12espanola.org)

(505) 852-2523 *-fax*

LaDonna Phillips, Principal  
[ladonna.phillips@k12espanola.org](mailto:ladonna.phillips@k12espanola.org)

Teri Medina, Office Manager  
[teri.medina@k12espanola.org](mailto:teri.medina@k12espanola.org)

Leonard Quintana, Counselor  
[leonard.quintana@k12espanola.org](mailto:leonard.quintana@k12espanola.org)

## 2017-2018 School Uniform/Dress Policy & Supply List

### UNIFORM GUIDELINES

Uniform dress is required of **ALL** Alcalde Elementary students. Uniforms must fit properly. No tight fitting or oversized clothing will be allowed. Shorts, skirts, jumpers must not be shorter than the point where the longest finger extends when standing up straight.

#### **Shirts/Tops: any solid color collared shirt.**

No stripes, prints or logos. Shirts must fit properly, no baggy, tight, sleeveless or midriff tops.

**Pants/Shorts/Capri/Jumper/Skirt colors are: Navy, Khaki, and Black.** Tight, baggy or sagging pants will not be allowed, No excess fit at the waist, length or width. No excess belt length hanging. Pants must not ride lower than the hipbone. No showing of underwear

### KINDERGARTEN

- Backpack
- 1 Primary composition notebook (top half of page without lines, bottom half of page with lines, \* if available)
- 1 composition notebook (wide ruled)
- 1 pencil box
- 1 box of yellow #2 pencils
- 2 pink erasers
- 2 packages of Jumbo Glue Sticks
- Twistable crayons
- 2 dry erase markers (thin)
- 1 box of Kleenex
- Large towel
- Two 3-prong folders
- Headphones

### FIRST GRADE

- Backpack
- 1 solid color 1" 3-ring binder with outside pouch/inside pockets
- 5 composition notebooks
- 2 packages Ticonderoga pencils
- 1 pencil box
- 2 packages pencil-top erasers
- 1 pink eraser
- 1 box Crayola brand crayons
- 1 package Elmer's brand glue
- 1 package Elmer's glue sticks
- 1 pair blunt tip scissors
- 1 package thin dry erase markers
- 1 Large box tissue/Kleenex
- 1 large container Clorox wipes
- 1 12oz bottle Hand Sanitizer
- 1 orange plastic folder
- 1 red plastic folder

### SECOND GRADE

- Backpack
- 1 Crayola crayons – 24 count
- 1 pair Fiskars for kids scissors 5" pointed tip
- 36 pencils - #2 (pre-sharpened)
- 4 dry erase markers – Expo Black
- 1 box facial tissue – 160 count
- 2 pencil boxes- plastic, see through, 13" x 5"
- 2 pink erasers
- 3 glue sticks
- 1 Elmer's liquid glue
- 2 Pocket folders, plastic (solid color)
- 1 pencil sharpener, small, with lid to catch shavings
- 1 container Clorox wipes (for cleaning desks during school day)
- 3 one subject wide ruled notebooks (solid color)
- 3 composition notebooks
- 1 bottle antibacterial gel – 8 oz.

Please label all supplies with your child's name

### THIRD GRADE

- Backpack
- 20 # 2pencils (Ticonderoga brand is best)
- 2 large pink erasers
- Crayons or Markers or Colored Pencils
- Scissors
- 6 glue sticks
- 1 black or blue pen
- 2 yellow highlighter markers
- 1 package fine tip dry erase markers
- Pencil box
- 4 2-pocket folders (red, green, yellow, blue)
- 4 one subject wide ruled spiral notebooks (red, green, yellow, blue)
- 2 packages wide ruled loose leaf paper
- 2 boxes Kleenex
- 1 container of disinfecting wipes
- Headphones

### FOURTH GRADE

- Backpack
- 1 water bottle
- 2 pkgs. wide-ruled loose leaf paper
- 2 wide ruled composition notebooks
- 20 #2 pencils (no lead pens)
- 1 box colored pencils
- 1 package Expo dry erase markers
- 2 large boxes Kleenex
- 1 ruler
- 1 pair of scissors
- 2 glue sticks
- 1 school box (about 8" x 6")
- 1 package pink erasers
- 2 containers Clorox wipes
- 1 bottle hand sanitizer
- 1 solid color 3-ring binder with outside pouch (2 inch)
- 1 package binder dividers

- 1 yellow highlighter marker
- 1 package graph paper
- 6 wide ruled spiral notebooks

### FIFTH GRADE

- Backpack
- 1 USB jump drive
- 6 wide ruled spiral notebooks
- 1 composition notebook
- 2 solid color folders with pockets (1 red,1 green)
- 1 solid color 1 ½ inch binder with outside pouch
- 1 package binder dividers with inserts
- 1 package sheet protectors
- 1 ruler
- 3 pkgs. pencils (yellow, no designs) Mechanical pencils are optional (school will not provide lead)
- 1 pkg. wide ruled loose leaf paper
- 2 glue sticks
- 1 box crayons
- 1 pkg. markers
- 1 pkg. colored pencils
- 1 pkg. dry erase markers
- 2 large pink erasers
- 1 Highlighter marker
- 1 pair of scissors
- 1 black or blue pen
- 1 pencil box
- 1 set personal ear buds
- 1 container Lysol or Clorox disinfecting wipes
- 2 boxes Kleenex

### SIXTH GRADE

- Backpack
- 1 2" binder with outside pocket
- 4 packages loose leaf paper
- 1 USB jump drive with lanyard to keep it on
- 6 single subject notebooks
- 2 solid color pocket folders
- 8 whiteboard markers (black, red, green, blue)
- Scissors
- 2 glue sticks
- 1 pink eraser
- Hand held pencil sharpener
- 2 boxes #2 pencils
- 1 box colored pencils
- 2 Large boxes tissue/Kleenex
- 2 containers Clorox wipes
- 2 packages graph paper
- Post-it notes
- 2 yellow highlighters

**Supplies may need to be replenished throughout the school year.**

**Additional items may be required. Some supplies may be collected to be used by class throughout the school year.**