



Clark Public Schools Valley Road School

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Joseph Beltramba
Principal

Edward Grande
Superintendent of Schools

August 2, 2018

Dear Parents and Guardians,

We welcome you and your child back for the new school year. We hope you had a restful and fun summer. The staff and I look forward to seeing your child when school opens for students on Thursday September 6th. Parents may walk students in on the first day, but after that we ask that you release them at the door. Please clear your schedule for the evening of Monday, September 24th for the Valley Road School Back to School Night. This is the night that you will learn about your child's specific classroom. The evening starts at 7:00 pm. That day will be a 12:40 dismissal with no lunch served.

Some new changes and reminders for this year in procedures and facility are listed below:

- 1. Genesis Information Program:** This new program will allow the school to have better communication with our parents. Please register for this program. The directions are in Mr. Grande's letter. Once you register a Genesis user guide will be sent to you. Our office will be available in September to answer any question that you may have. This program will allow parents to electronically sign some of the documents. During this transition we will still post the documents on our VRS website under School Resources and then Parent and Student Forms.
- 2. Security Reminders:** Some of the security procedures are: No visitor entry between the times of 8:25-8:55 and 2:40-3:10. These times are arrival and dismissal. We also ask that any items to be dropped off be left in our drop off box outside the door. We will empty the box every so often and get the items left to the children. Please let the office know when you put something in the box. Also any visitor must have a previously arranged appointment. At the end of the day any early pick-ups need to be made 15 minutes before the end of the school day. If you do enter the school when you get buzzed in, please do not hold the door open for another person, even if you know them. We need to check each person before they enter for the safety of the children.
- 3. Due to safety reasons we ask that if parents park in the parking lot at arrival to walk their children to the drop off area that they only cross at the crosswalk.** This is the designated crosswalk area during arrival and is safer than cutting across the parking lot.

Please remember that traffic in our parking lot gets very congested so we ask that all parents and adults follow the traffic guidelines to keep our lot safe. Please review the parking lot and traffic guidelines on pages 9-12 of our Parent Student Handbook. This can be found on our website under school resources and share these guidelines with people that may be dropping off or picking up your children. We will also e-mail these guidelines home. If your child needs special dismissal procedures please notify the teacher on the first day of school with a note.
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4. Food: *Reminder - the district food procedure is set up to better protect students with food allergies, diabetes and other food related health issues:*

There will be no food or beverages or non-food treats allowed in classrooms for student birthdays. This will make school safer and protect our many students with health issues and also help student's feelings. This year we are asking parents to not send in non-food items for birthdays as we had some students feeling bad when they could not bring in items as their peers did. This new procedure will also save a lot of instructional time. To follow along with our reading incentive a parent will be able to send in a book for the classroom library or come in to read a book if they work that out with the teacher ahead of time.

Students may still be able to bring in lunch and a snack. Snacks must meet procedures according to any guidelines sent home for class snacks by our nurse.

The classes will still have the main PTA sponsored parties such as Halloween, Holiday Season, and End of the year parties. A special list of acceptable items for these parties is available. The PTA Classroom Parents will organize these parties and set up the approved refreshment lists.

Any other use of food needs special permission. Several special events or instructional activities for each grade level or groups may be held with approval by the office.

5. Office Hours:

To better serve our parents and students the office hours will remain to 7:30 am to 3:30 pm. Parents may still do business with the office until four o'clock by appointment. Any students entering for early events need to enter through the cafeteria doors. We ask people not to return for items after 3:30pm as the school is closed as of 3:30 pm and preparation for the next day starts at that time.

6. Forms and Parent Student Handbook:

Most forms and flyers will be e-mailed this year. Please make sure that we have an accurate e-mail address. Forms will also be available on the VRS website under School Resources and then in Student Parent Forms in that section. Attached to this letter will be a letter with all the forms that you should read and which ones that you should print and sign and return. We will be transferring some of the signatures needed to electronic signatures in the new Genesis Program that was mentioned above.

7. Behavior: VRS Bully Prevention Mission Statement

Valley Road is a school-wide community supporting anti-bullying. We empower each and every staff member to intervene in situations viewed as bullying. We support a climate of school safety and respect, positive learning outcomes and acknowledgement of individual feelings of security. Through these ideals and ongoing staff, student, parent and community trainings, we strive to make Valley Road School an environment of acceptance for ALL.

In general we expect students to display behavior that is appropriate for school and to respect others. Please review the behavior guidelines listed in the handbook on pages 26-29. This listing gives students behavior expectations and an awareness of the consequences that will be given if the guidelines are not followed. We also have some positive reinforcements for appropriate behaviors. A teacher committee is reviewing the areas of reinforcing appropriate behaviors.

If you would like to send me in some ideas for this committee, send them to jbeltramba@clarkschools.org

We also try to teach the children the difference in inappropriate behaviors such as those that are bothering behaviors (annoying, but do not causing harm or fear), conflict (mutual disagreements, arguments, hitting with students equal in power) and bullying (Harassment and intimidation that are one

sided and involve an imbalance of power and the intent is to hurt someone, and it is motivated by a distinguishing characteristic).

8. Volunteers: We are lucky to have students, parents and grandparents that have volunteered their time to assist the staff in preparing the school for the 2018-19 school year. We thank all the students, parents and grandparents who gave us a helping hand over the last year and the last few weeks. We could use additional help throughout the year. If anyone would like to be a part of group of parent/student volunteers, please let the office know. This group will be comprised of staff and parent volunteers willing to help in various areas, as assistance is needed. Volunteers are able to help throughout the school day or in the evenings on occasion.

Also in the 2018-19 version of our Student and Parent Handbook (which will be located on our VRS website under School Resources and Parent Student forms later in the month) you will find most of the information that you and your child will need for this school year. If you require any other information or assistance feel free to call the school and speak to your child's teacher, one of our office staff, Margaret Tamburino or Cindy Schafer; or our principal Joe Beltramba or assistant principal Mallory Applebaum.

Sincerely,

Joseph Beltramba, Mallory Applebaum and The Valley Road Staff