

Palm Valley Elementary School

Character · Attitude · Principles · Excellence

July 22, 2019

Dear Thunderbird Family,

Welcome back!! We hope you and your family were able to make memories, share some laughs, rest and rejuvenate this summer. Our Palm Valley teachers and staff are working hard to prepare for your students' return! This time of year is always filled with excitement and anticipation as a new year approaches.

In this letter you will find important information about the coming school year and ways to start the year off right at Palm Valley Elementary.

We have a few new faces joining our Thunderbird family this year! We are excited to welcome Mrs. King and Mrs. Birschbach in Kindergarten, Mrs. Fleming in 2nd grade, Mrs. Figueroa in 3rd grade and Mrs. Stangle in 5th Grade. Mrs. Butler will be joining us in our 3-5 SAILS classroom and Mrs. Lewis is our new Drama/Music teacher! A few of our other Veteran Thunderbirds have moved grades and classrooms but rest assured are still a part of our school family!

OPEN HOUSE

Join us August 2nd from 4:00 p.m. – 6:00 p.m. Class lists will be posted in the gym during Open House. Meet your child's teacher, explore the campus, find bus routes, deposit money on lunch accounts, learn about our PTO and have the opportunity to purchase Palm Valley spiritwear. We want all students and parents to have a chance to introduce themselves to their teacher. If you feel you need to speak extensively with your child's teacher, please ask to schedule an appointment.

CURRICULUM NIGHT

Curriculum Night is scheduled for **Friday evening, August 23rd from 5:00-5:30pm!** Following Curriculum Night is our first PTO Family Fun BINGO Night, stay and enjoy the excitement!

BELL TIMES

Palm Valley begins school at 7:40 a.m. and ends at 2:25 p.m. Students may arrive on campus at 7:10 for breakfast and/or morning recess. The first bell will ring at 7:33 and the tardy bell is at 7:40. Students are considered late if they are not in class when the 7:40 bell rings.

Students who arrive to school after at 7:40 or later will need to sign in at the office. If you have appointments and need to have your child leave early, we request that you please pick your child up before 2pm. The last 20 minutes of the day can be rather hectic and a very busy time for the office.

All students are required to be signed out of school if they are leaving early for the day.

Parents/Guardians will be asked to show ID before a child may leave.

TRANSPORTATION & BUSING

Using our district provided transportation allows you less wait time during drop-off and pick-up. Below is the website to find the closest bus stop for your students. If you have questions regarding our district transportation please contact the transportation department at (623) 547-6070.

<https://sites.google.com/a/lesd.k12.az.us/litchfield-transportation/>

MORNING DROP OFF PROCEDURES

Drop Off: Students may be dropped off any time after 7:10am. When arriving on campus in the morning, utilize both sides of the Drop Off Lanes and pull as far forward as possible, before your child should exit. Students will be required to use the Crosswalk and we have Crossing Guards at both the middle and end of the Parent Drop Off area. Students will enter campus through the Fire Lane starting on the 2nd week of school, when morning recess begins. The Fire Lane gate closes at 7:33 when the 1st bell rings. The Courtyard gate will open from 7:33-7:40. At 7:40 your child is considered late and will need a late pass.

The Fire Lane is a long road that is utilized in the back of the school and leads students right to the playground area. The Fire Lane Gate is the gate on the side of the Gymnasium and Closest to the 5th grade Portables.

AFTERNOON PICK UP PROCEDURES (Please refer to Parking Lot Map)

All families who are picking up will use the CAR DECAL hanging from your rear view mirror so that PVE staff can identify your vehicle quickly during pick up.

Two lanes will be utilized for Afternoon Pick Up. The lane closest to the building will be for K-2nd and older siblings, the lane closest to the parking lot will be utilized by 3rd - 5th grade students.

KINDERGARTEN Will wait in the Gymnasium. Teachers will check students out to parents who are waiting at the doors. Once the line dwindles, teachers will take students to their cars when parents pull up along the pick up lane.

1st, 2nd Grade and Older Siblings Valet – students will wait on the sidewalk, closest to the Gymnasium for pick up

3rd, 4th and 5th Grade Valet – students will wait on the west side by the walking lane at pick up, closest to the parking lot.

PARENTS DROPPING OFF & PICKING UP PRESCHOOL OR SPECIAL EDUCATION STUDENTS

You will be provided a badge and proceed through the front office. The office staff will see your badge and allow you through to drop off and/or pick up your child during regularly scheduled school days. If you utilize Extended Day care, please follow those procedures during that time.

MORNING PLAYGROUND PROCEDURES

● FIRST WEEK OF SCHOOL

The first week of school, students will walk to the cafeteria or their classrooms. **Parents are welcome to walk their children to class during the first week of school only.**

● REMAINDER OF THE YEAR

Starting on August 12th, students in grades Kindergarten - 5th will have a before school recess. Due to student safety, only staff are allowed on the playground. We love having parents visit during breakfast and lunch. All visitors are required to go through the front office and receive a **Visitor's Badge**, even before school in the morning. Once parents finishing eating with their students' parents must exit the school through the office to sign out. Parents are not allowed on the playground at any time.

VOLUNTEER TRAINING

We love volunteers! All parent volunteers must complete the Parent Volunteer training either in person or through our online program. Our first Parent Volunteer training will take place on August 8th at 7:50am. Watch the additional training dates in Thunderbird Gazette. If you have already completed the training, you will fill out a one page Volunteer sheet for this school year, no need to take the training again!

UPCOMING EVENTS

August 2nd - Open House, 4pm to 6pm

August 5th - First Day of School, 7:40AM

August 5th - 7:40 BooHoo/Yahoo Breakfast for Kindergarten Parents & new parents to campus right after the morning bell in the library

August 6th - 7:50 PTO Opportunities, come find out how to get involved!

August 8th - Volunteer Training, 7:50AM

August 9th - Coffee Talk with the Principal, 7:50AM

August 16th - Early Release, 12:25pm

August 23rd - Curriculum Night & PTO Family Fun BINGO Night

August 29th - Fall Pictures

August 30th - No School, Teacher In-Service

As we embark on another school year, our teachers and staff are honored to partner with you in your child(rens) education and are proud to lay the foundation for a strong academic career! We are looking forward to seeing you all at Open House!

With Thunderbird Pride,

Mrs. Jennifer Benjamin, Principal