




**TO:** TAVELLI PARENTS  
**FROM:** MS. CHRISTINE HENDRICKS, PRINCIPAL/LINDA FOREMAN, OFFICE 488-6725  
**DATE:** THURSDAY, NOVEMBER 19, 2015  
**SUBJECT:** IMPORTANT ANNOUNCEMENTS and DATES

**PARENTS, THERE IS NO SCHOOL NEXT WEDNESDAY, NOVEMBER 25<sup>TH</sup> -FRIDAY NOVEMBER 27<sup>TH</sup> DUE TO THE THANKSGIVING RECESS. BECAUSE OF THE SHORT THANKSGIVING WEEK, THERE WILL BE NO THURSDAY NOTE NEXT WEEK. HAVE A SAFE AND HAPPY HOLIDAY!**

**Tavelli Important Dates to Remember:**

Nov. 19            Tavelli Volleyball Club, 3:45-4:45, Tavelli Gym  
Nov. 25-27        No School for PSD Students, Thanksgiving Recess  
Dec. 21-Jan. 1    Winter Break, No School for PSD Students  
Jan. 18            Martin Luther King Day, No school for PSD students  
     Denotes a PTO-sponsored Event  
     Denotes a Tavelli Wellness Event

**1. Severe Weather Alerts Available on the PSD Website** – In case of severe weather and questions about school closures, please check the PSD website, [psdschools.org](http://psdschools.org) for up to date information on closures or delayed starts.


**2. Tavelli Volleyball Club** – The Volleyball Club is full. We will begin a waitlist for students still interested in participating. Please return the purple flyer to the office if you would like to be on the wait list. 

**3. One More Chance to Have a School Picture Taken** – Skillman Photography has scheduled a makeup day Friday, December 4 from 3:00 to 5:30 p.m. and Saturday, December 5 from 9:00 a.m. to 12:00 p.m. at Skillman Studios to give those students who were absent on those days a chance to have a school portrait package taken. All packages carry a money back guarantee and will be returned in 2 weeks or less, right in time for the holidays. Please contact Skillman Studios at 484-3403, or email at [staff@skillmanphotography.com](mailto:staff@skillmanphotography.com) with any questions or for an order form.

**4. Please Keep Your Child's Lunch Account Up to Date** – We have an overwhelming number of overdue lunch accounts this year. Parents can go to [psdschools.org](http://psdschools.org) and click on the Quick Link for Lunch Menus/Payments from there, you can make payments to your school meal account. If you have questions concerning your child's account, please contact the Tavelli kitchen at 488-6789. Thank you for your help keeping your child's account current.

**5. Please Keep Your Contact Information Current** – If any of your child's contact information should change throughout the year, please make a point to stop in at the office or give us a call. We need to have current address, email and phone numbers in case of emergency. The district also relies on this information in the event of a closure due to weather or other circumstances. Thank you for keeping us up-to-date!

**6. Fourth Graders Need Your Help!** – All 4<sup>th</sup> grade classes will be working on a science project and they need 360 2-liter soda bottles to make it happen. If you have any of the large 2-liter bottles at home, please rinse them out and send them, with their caps, to the Tavelli office. Thanks for helping our 4<sup>th</sup> graders with their science project!

**7. Wanted for 2016-2017 School Year** – Would you like to be the new Scholastic Book Fair Coordinator? If you are interested in organizing this fun event for next year, please contact the Tavelli PTO at [tavellipto@gmail.com](mailto:tavellipto@gmail.com). 

**8. Reminders From The Parking Lot** – In order to keep cars flowing in the morning, please continue all the way around the circle to the back building entrance near the kindergarten rooms to drop off your child. Cars are backed up out into the street in the morning, creating an unsafe situation. If you want to assist your child in exiting your vehicle and entering the building, please park in the back lot so we can keep traffic moving smoothly and children safe in the parking lot.

**9. Educational Rights** – As a parent or legal guardian of any PSD student, educational rights must be granted in order to access student information online or to receive emergency/inclement weather notifications from PSD

through email. The student data forms sent home at the beginning of the year included a check box for educational rights. If you did not check the box, you will not be able to access any information on ParentVUE. Please contact the school office in writing to grant educational rights for each of your students.

**10. Safety First!** -- For the safety of our children we ask that you enter the building at the main entrance--this applies to everyone, even if you are wearing your badge. Our sign-in system can give us an exact picture of who is in our building, so in the event of an emergency we know who is on our campus. Please stop by the office, sign in and get a visitor's badge if you don't have a permanent volunteer badge. Teachers will be checking for badges and asking you to return to the office to sign in and put on a badge. Again this is for the protection of our children so we know who is in our building. We also ask that parents drop students off in our back traffic circle to the east of our building. Additionally, in the past, we have had some vehicles make U-Turns in our back traffic circle or drop students off in the middle of Miramont Street. This is very dangerous, especially when we have buses trying to drop off or pick up students. Thank you for your cooperation and keeping all of our students safe.

**11. A Few Reminders for Parents – a) If your child is absent from school, please call our attendance line at 488-6726 to let us know your child will be out of school for the day. The office needs daily notification of any absence.** In case of extended absences, please let us know when your child will return. b) If your child will be changing after school dismissal plans, please be sure to send a note explaining the change. c) If you need to pick up your child early, please be sure to stop at the office to sign your child out. d) Students should not arrive at school before 8:35 a.m. The first bell rings at 8:50 a.m. Thank you.

**12. Box Tops For Education and Morning Fresh Milk Caps** – Please bring any General Mills box tops or Morning Fresh milk caps in to the office. Tavelli collects 10 cents for every box top and 5 cents for each milk cap turned in. Please clip neatly around the box tops and make sure your milk caps are clean. Thank you for supporting our PTO programs. 🐾

**13. Volunteers at Tavelli** – All Poudre School District volunteers are required to register or update their profile at the PSD website in order to volunteer at Tavelli or any other school in the district. Any unregistered and uncleared volunteers will not be allowed in the classrooms. Please make sure to go online to psdschools.org and follow the directions to register as a volunteer. Don't have access to the web? We can get you registered here at school, just stop in at the office and we can help you get this done. 🐾

**Community Dates to Remember** (*Please note: Poudre School District does not endorse or take responsibility for programs or activities sponsored by other organizations.*)

**November 1-30** National Homeless Awareness Month

**Ongoing** Colorado Ski Country USA provides the 5<sup>th</sup> & 6<sup>th</sup> grade Passport Program, visit [coloradoski.com/passport](http://coloradoski.com/passport) to sign up for your free passport.



Please visit the Tavelli Website <http://www.tavellielementary.org>