



TO: TAVELLI PARENTS
FROM: MS. CHRISTINE HENDRICKS, PRINCIPAL/LINDA FOREMAN, OFFICE 488-6725
DATE: THURSDAY, JANUARY 14, 2016
SUBJECT: IMPORTANT ANNOUNCEMENTS and DATES

PARENTS, JUST A REMINDER THERE IS NO SCHOOL MONDAY, JANUARY 18TH DUE TO THE MARTIN LUTHER KING HOLIDAY. HAVE A GREAT LONG WEEKEND!

Tavelli Important Dates to Remember:

Jan. 15 Project Smile Vision and Hearing Screening
Jan. 18 Martin Luther King Day, No school for PSD students
Jan. 21 Kindergarten Open House, 9:15 a.m.-12:15 p.m.
Jan. 28 Kindergarten Open House, 9:15 a.m.-12:15 p.m.
Jan. 29 Winter Café Poster Challenge entries due
Feb. 3 Kindergarten Orientation, Tavelli Cafeteria, 6:00-7:00 p.m.
Feb. 11 Kindergarten Registration for 2016-17, 7:00 a.m.-6:00 p.m., Tavelli
Feb. 23 3rd Grade STEAM Performance, *Blast to the Past*, 9:50-10:40 Student Audience
Feb. 24 3rd Grade STEAM Performance, *Blast to the Past*, 9:50-10:40 Student Audience
Feb. 24 3rd Grade STEAM Performance, *Blast to the Past*, 6:00 p.m. for the Tavelli Community
Chess Club meets on Tuesdays from 7:45-8:45 a.m. in Room 28 beginning Jan. 28th registration forms available in the office
 Denotes a PTO-sponsored Event
 Denotes a Tavelli Wellness Event

1. Lost and Found is Leaving the Building! – If you have not had a chance to look through our lost and found boxes, please make a point to come tomorrow. All unmarked items will be bagged up and donated at the end of the day Friday. To ensure your student's lost items are returned, please write names on the inside of anything you would like back! Thank you for your help controlling our clutter!

2. Parent Perception Surveys 2015-2016 – Part of PSD's teacher evaluation process includes getting input from parents/guardians of elementary students about their children's teachers. Results from these surveys can be a powerful tool to improve teacher practice. You should have received an email January 13th with instructions on how to complete the online survey for your child's teacher. If you don't have an email account, you should be receiving a paper copy. We hope you take the time to participate. Thank you for your input.

3. School Choice Application Renewal for 2016-2017 School Year -- If you have a student on a school's waitlist for the 2015-2016 school year for School Choice and would like to renew your student's School Choice Application for the 2016-2017 school year, you should have received either an email or a letter from Poudre School District on the **new** process to renew an application for the 2016-2017 school year.

Emails were sent out to addresses on file from the 2015-2106 School Choice Application on Friday, December 11, 2015 and Monday, December 14, 2015. The emails came from noreply@psdschools.org. If you did not receive the email, please check your spam/junk filter.

If an email address was not provided on the 2015-16 School Choice Application, letters were sent by mail on Monday, December 14, 2015 and Wednesday, December 16, 2015. The letters were sent to the address entered on the 2015-16 School Choice Application.

The process to renew an application is different from previous years. You will need to create a **new** account in Smart Choice™ and submit a **new** application for your student for the 2016-2017 school year. You should select the same schools (up to five on one application per student) that your student is currently on the waitlist for. Please refer to the following link for instructions: <https://www.psdschools.org/webfm/10740/view>

You have until the first consideration period deadline to complete and submit a new School Choice Application for your student to receive an automatic renewal and to remain on the waitlist for the 2016-2017 school year. The deadlines are:

Secondary Schools: Friday, January 29, 2016 by 12:00pm Noon, Mountain Time

Elementary Schools: Friday, February 12, 2016 by 12:00pm Noon, Mountain Time

If a new application is not submitted for your student by the first consideration period deadline, your student will forfeit his/her position on that school's waitlist for the 2016-2017 school year.

If you have questions about the School Choice Application renewal process or did not receive an email or letter, please contact your school.

4. Kindergarten Registration Scheduled for February 11 -- Your child's education adventure is around the corner! Kindergarten registration for students entering school in PSD in fall 2016 is scheduled for Thursday, February 11, 2016. Registration will be held from 7 a.m. to 6 p.m., at all elementary schools. Parents must register their child at their neighborhood

school even if they are applying for a school choice option. Children who will be 5 years old on or before September 15, 2016, are eligible to register.

On the day of registration, parents should bring their child's birth certificate (original or certified preferred), immunization records, proof of residency, and emergency contact information.

5. Coloring Contest for the Café – PSD is sponsoring a Winter Café Poster Challenge. All students are eligible to enter the challenge, entitled “What do you Love About Your Café? An information sheet is coming home today. Entry deadline is January 29th.

6. 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 where we have staff available from 8:35 on to assist students safely into the building.

7. 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.

8. 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.

9. 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. 🐾

10. 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 pdschools.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.*)

Jan. 18 Dr. Martin Luther King Celebration, 11:00 a.m., Old Town Square
Dr. Martin Luther King Community Celebration, 11:45 a.m., Lory Student Center Ballroom, CSU

Ongoing Colorado Ski Country USA provides the 5th & 6th grade Passport Program, visit coloradoski.com/passport to sign up for your free passport.
Every Kid in a Park Program (free permit for 4th graders) <https://everykidinapark.gov/>



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