

HALF DAYS OF SCHOOL
JAN. 9th and 25th



NO SCHOOL ON
MONDAY, JAN. 21st

Polk Elementary January 2019 Newsletter

Dr. Claudia Portscheller,
Principal

Phone 313-203-0500
Fax 313-563-7189

Mrs. Vera Beauvais,
Administrative Assistant



IMPORTANT PARENT INFORMATION

FROM THE DESK OF DR. PORTSCHELLER NEW START TO A NEW YEAR!



We have between 30 and 40 students arriving late each day. Please try your best to get your children to school on time and enter at the proper doors. Our first bell rings at 8:15 a.m. and classes start promptly at 8:20 a.m.

Parents, it is your responsibility to notify the school office any time your child will be absent from school. 313-203-0502 will go directly to the Polk attendance line.

Parents, it is also your responsibility to make arrangements for your child to be picked up on time after school. The end of the day at Polk is 3:17 p.m. (or 11:30 a.m. on half days of school.)

We have a before and after school Child Care program in our building. Please call 313-203-4200 or 313-203-1421 for more information.

ADDRESS OR PHONE CHANGES

Parents, please notify the office any time your address or phone number changes.



SAFETY AND COURTESY



Please use caution when dropping off and picking up students.

- The lane along the playground side of the Eton Street parking lot is to be used for dropping off and picking up students only. It is not intended to be used for parking. The second outside lane is used for vehicles moving through the lot. It is not intended to be used for dropping off or picking up students. Please use the available parking spaces if you need to stop and park your vehicle.
- Please do not drop off/pick up on Annapolis Street as it is unsafe for students. All students should cross at crosswalks monitored by crossing guards.
- Please do not park in the Board of Education parking lot or block their driveway.
- No snowball throwing please!

I hope all parents will follow the drop off and pick up procedures. We ask you to remember that, in addition to providing a quality education for your children, their safety is among our primary concerns. Thank you for your cooperation.

PARENTS MAKE THE DIFFERENCE!

JANUARY DATES

1st-6th Winter Break

- 7 School Reopens
- 9 **HALF DAY**
Dismissal 11:30 am
- 11 **Popcorn Day!**
Mrs. Christopherson
- 18 **Popcorn Day!**
Mrs. Rahaman
- 21 **NO SCHOOL**
- 25 **HALF DAY**
End of First Semester
11:30 am Dismissal
- 28 PPA Mtg. 7 p.m.
- 29 Student of the
Month Assembly

Each month teachers will choose students who excel at a PBIS character trait. We will celebrate with them at an assembly. Parents are invited to attend the assembly if their child is chosen.

Our next Student of the Month assembly is Tuesday, Jan. 29th at 9:00 a.m.

The PBIS January character trait is:

ORGANIZATION!



**THANK YOU FOR
YOUR GENEROSITY
DURING WHITE
CHRISTMAS!**