ALDEN BROWN PARENT BULLETIN

May 4 – May 8

Word of the Month – COURAGE

THIS WEEK AT ALDEN BROWN:

Monday, May 4	
Tuesday, May 5	**MAP Assessment - Kindergarten**
Wednesday, May 6	**MAP Assessment - Kindergarten**
Thursday, May 7	**Zoo Trip – AM Kindergarten (There will be NO PM Kindergarten on this date – AM will attend all day)**
Friday, May 8	**Zoo Trip – PM Kindergarten (There will be NO AM Kindergarten on this date – PM will attend all day)**

SMOKE SIGNALS:

1) **Absence Notes/Calls –** Parents, please be sure to send in a note or call the school EVERY TIME that your son or daughter is absent from school. If he/she visits a doctor (or dentist), pick up a note at the office and turn it in to school (these types of absences are always 'Excused'). Parents may write a 'Parent Note' or use a phone call to excuse up to 12 total absence occurrences (doctor's notes are included in this 12) - After 12 doctor's notes/parent notes/phone calls, only a doctor's note can excuse an absence. If you have any questions, please do not hesitate to call Alden Brown Elementary at (937) 746-8969.

2) **Communication –** It is our goal at Alden Brown Elementary to maintain constant communication with our parents. If you should ever have a question or need to speak to your child's teacher, please contact the teacher via email (you may get the email address from a building secretary if you do not know it) or by phone (937-746-8969). We look forward to keeping lines of communication open with you this year!

3) **Progress Book –** If any parents (particularly 1st, 2nd, and 3rd grade parents) experience problems logging into or getting information from Progress Book, please email Mr. Milner at Mike.Milner@carlisleindians.org.

4) **Drop-Off / Pick-Up –** If parents are dropping off in the morning, please recall that the times to do this are 7:50 am – 8:20 am. Afternoon pickup occurs starting at 3:05 pm (2:20 pm on Wednesdays).

   We appreciate your patience when dropping off and picking up. *We do ask that drivers pull as far up along the sidewalk as possible when dropping off or picking up – this will allow more students to be dropped off at once and will speed the entire process up*. Also, please make every effort to drop off and pick up your student on the curb (passenger) side of your vehicle. This will be safer for your child and make the process move more efficiently.

   For Preschool drop-off/pick-up, we ask that parents arrive as close to drop-off and/or pick-up time as possible – this will allow the other grade levels (KG-6th) easier access to the sidewalk. Preschool parents should arrive at:

   8:20 am (AM Preschool Drop-Off)
   11:20 am (AM Preschool Pick-Up)
   12:15 pm (PM Preschool Drop-Off)
   3:15 pm (PM Preschool Pick-Up)

   We thank everyone for their attention to this request!

FUTURE ALDEN BROWN EVENTS (DATES MAY BE SUBJECT TO CHANGE):

May 25	NO SCHOOL (Memorial Day)
May 28	Last Day 4th Quarter
May 28	Last Day – Students