

# ALDEN BROWN PARENT BULLETIN

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Sept 20<sup>th</sup> – Sept 24<sup>th</sup>

## THIS WEEK AT ALDEN BROWN:

Monday, Sept 20<sup>th</sup>

Tuesday, Sept 21<sup>st</sup>

Wednesday, Sept 22<sup>nd</sup>

**EARLY RELEASE - Students dismissed at 2:20  
(AM K from 8:30-10:50; PM K from 11:50-2:20)**

Thursday, Sept 23<sup>rd</sup>

Friday, Sept 24<sup>th</sup>

**NO SCHOOL (for students) – Professional  
Development Day for Teachers**

## 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 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> grade parents) experience problems logging into or getting information from Progress Book, please email Mr. Milner at [Mike.Milner@carlisleindians.org](mailto: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). All drivers should proceed with caution (and slow speeds) in the parking lot – there are often adults (and students) walking through the lot during drop-off and pick-up times.

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 up the entire process. 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. Finally, we do allow drivers to use either (of the two) parking rows to drive down (prior to approaching the sidewalk). At the sidewalk area, we expect cars to alternate (one from one row, one from the other) as they reform the single drop-off/pick-up line. Thanks to everyone for your attention to this process.

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

Sept 24	NO SCHOOL for students
Oct 4-8	Book Fair (PS-3)
Oct 7	P/T Conferences (PS-3) from 3:15 pm – 7:45 pm
Oct 14	Last day of 1 <sup>st</sup> Quarter
Oct 14	P/T Conferences (PS-3) from 3:15 pm – 7:45 pm
Oct 15	NO SCHOOL
Nov 22-26	NO SCHOOL (Thanksgiving Break)
Dec 20-31	NO SCHOOL (Winter Break)
Jan 3	School Resumes
Jan 7	End 2 <sup>nd</sup> Quarter
Jan 17	No School (MLK Jr. Day)
Feb 11	NO SCHOOL for students
Feb 21	NO SCHOOL (Presidents' Day)
Feb 28 – Mar 4	Book Fair (PS-3)
Mar 17	Last Day 3 <sup>rd</sup> Quarter
Mar 17	P/T Conferences (PS-3) from 3:15 pm – 7:45 pm
Mar 18	NO SCHOOL
Mar 28-Apr 1	NO SCHOOL (Spring Break)
Apr 15	NO SCHOOL
May 23	LPDC Mtg. (1:15 pm)

May 26  
May 27

Last Day – Students  
Last Day - Teachers