



# ALTA VISTA SCHOOL

A California Gold Ribbon School

Union School District  
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<https://altavista.unionsd.org>



Cathy Bailey, Principal

Denise Coleman, Superintendent

August 8, 2018

Dear Alta Vista Families,

I want to welcome all of you to the 2018-2019 school year! With my long history and commitment to Union School District, I am excited to be joining the Alta Vista learning community. I "grew up" as an educator in Union, first teaching at Carlton for nine years, then "graduating" to middle school. At Dartmouth, I taught Math, Social Studies, Intervention, and Technology before I moved into administration, working as Assistant Principal at both Dartmouth and Union. For the last three years, I've served as Principal at Payne Elementary in Moreland School District. I am thrilled to be an Alta Vista Cougar!

Alta Vista's dedicated staff is working hard to ensure a successful start of school on **Wednesday August 15<sup>th</sup>**. We've had some exciting additions to Team Alta Vista. Please join me in welcoming our new (and returning) staff members:

- **Mrs. Michelle Haughney** is joining our second grade team. Originally from Seattle, she graduated from Loyola Marymount University. Most recently, Mrs. Haughney taught in Palo Alto Unified for twelve years before coming to Alta Vista. She is excited to have the opportunity to work in the community in which she lives.
- Joining us in third grade is **Ms. Soraya Binesh**. Ms. Binesh attended the University of Oregon before moving to the Bay Area and completing her student teaching assignment at Alta Vista last year. We are happy to have her officially joining us.
- Returning to Alta Vista as our STEAM Teacher on Special Assignment, **Mrs. Mary Fran Lynch** brings her technology experience and expertise in supporting teachers into our classrooms. **Mrs. Christy Mills** will also be rejoining Team Alta Vista as our instructional support ToSA.
- Finally, **Ms. Caitlin McNeerney** will our new school psychologist. She graduated from San Francisco State University and recently received her M.A. in School Psychology from Fresno Pacific University. Ms. McNeerney will be working at Alta Vista and Carlton.

The first few weeks of the school year include many important dates. We hope you'll join us for the following upcoming events:

### **August 15 - First Day of School**

- Grades 1-5 The first bell rings at 8:10 and students should line up at their designated location.. The final bell rings at 8:15 AM. and students will be marked tardy if they arrive after 8:15 AM.
- Early dismissal on Wednesdays for grades 1-5 will be at 1:15 PM...**this includes our first day of school.**
- **Welcome Coffee** for all parents will be in the cafeteria from 8:15-8:45 AM.

### **August 22 - Back to School Night for Grades 1-5 (Parents Only)**

- 6:00-6:45PM for parents who have children in 1st, 2nd and 3rd grades
- 6:45-7:15 PM Principal's Welcome and Home & School Club Meeting, Cafeteria
- 7:15-8:00 PM for parents who have children in 4th and 5th grades

We encourage you to visit our school website <http://altavista.unionsd.org> to keep up to date with events and information. You can also follow us on Twitter at @TeamAltaVista.

We are currently confirming our enrollment for the upcoming school year. **If your child is not returning to Alta Vista, please call the school office.** Classroom assignments will be available online, beginning at 4:00 on Tuesday, August 14<sup>th</sup>. Directions for using the PowerSchool website can be found in this packet of information. If your summer plans have included travel, it is important to have your child back by the first day of school. Students who do not attend on August 15<sup>th</sup> will be disenrolled.

On behalf of the Alta Vista staff, we look forward to seeing you on August 15<sup>th</sup> and working together to provide an exceptional learning experience for your child. Please see the back of this letter for additional important information and reminders.

All the best,

*Cathy Bailey*



# ALTA VISTA INFORMATION AND REMINDERS



## **CLASSROOM ASSIGNMENTS**

Classroom assignments will be available online at 4:00 p.m. on Tuesday, August 14<sup>th</sup>. Please see the attached letter for directions on how to find your child's placement through the PowerSchool parent portal.

## **SCHOOL/STUDENT HANDBOOK**

The handbook can be found on our school website under the tab "About Us." Kindergarten families will also receive a paper copy. It is organized into two sections; one for parents and one for students. Included is important information about our school, policies, student conduct, game rules, conflict resolution strategies, and our anti-bullying policy. Please review the information contained in the **Student Section** of the handbook with your child. We want to make sure that all students are clear about school expectations and how to be a successful and safe student at Alta Vista. Parents and students are asked to sign and return the signature page by Friday, August 17<sup>th</sup>.

## **ATTENDANCE AND ARRIVAL TIMES**

The school day for grades 1-5 begins at 8:15 AM. The first bell rings at 8:10 and students should line up at their designated location. Teachers will open their door or escort students to the classroom. The final bell rings at 8:15 and students will be marked tardy if they arrive after 8:15. Please be sure to have your child/children here on time.

There is no recess or free play before school. Due to school district policy, younger siblings are not to play on the playground and/or on the play structures during school hours (7:30-6:00), even with parent supervision.

## **SCHOOL DISMISSAL**

There is no supervision after school, so please be sure that your child has a way home upon dismissal. **Students are not permitted to play on the play structures or playground after school (even with parent supervision).** Champions Day Care and after-school enrichment classes have legal use of our school facilities and playgrounds after school until after 6:00.

## **MODIFIED WEDNESDAYS**

Union School District elementary students are dismissed early on Wednesdays for grade level planning and collaboration. On these days, students in first through fifth grades will be dismissed at 1:15 pm. This includes the first day of school on **August 15<sup>th</sup>**.

## **DOGS ON CAMPUS**

Union School District has a policy of **"No Dogs On Campus."** There are signs posted at all entrances and we ask parents for their cooperation with this policy. This includes dogs that are on leash and/or carried by their owners.

## **PRESCHOOL SIBLINGS ON CAMPUS**

Our school and all schools in Union School District greatly value parent volunteers. It is important to adhere to the following school safety and instructional guidelines if your little one is with you at school:

- Please make other arrangements for your little one if volunteering in the classroom. Younger siblings can unintentionally disrupt the learning and be a distraction for students.
- The office workroom areas are for adults only. No young children are allowed.
- Remember that playground and playground equipment are for school-aged children only during the school day.

## **PARKING LOT TRAFFIC SAFETY**

When picking up students from the white loading zone on Blossom Valley Drive, stay in your car, pick up your child, and then move your vehicle so another car can pick up. Remember the white curb is for drop off and pick up only. Students may **only** be picked up from the curb. Double parking or blocking traffic to pick up or drop off a child is **NOT** allowed. Students are prohibited from getting into vehicles parked/stopped/waiting in the street. Please do not ask your child to cross the street unescorted. This puts you and your child at risk of accidental injury.

The kindergarten parking lot will be closed to all cars during drop-off and pick-up times, except those with a valid handicap placard.

To avoid the congestion and traffic in front of the school, please consider parking on Westchester or one of the other side streets around the school and walking into school. Alta Vista has two **crossing guards** to keep students safe. One is located on the corner of Westchester and Blossom Valley. A second crossing guard is stationed at Blossom Wood and Blossom Valley. We ask that parents and children be patient and wait for the signal from the crossing guard to cross at these intersections.

We respectfully discourage families from bringing along dogs when picking up children from school, as this creates additional concerns for safety when dogs and/or children become overly excited or frightened.

**OUR PROCEDURES ARE FOR EVERYONE'S SAFETY AND WE APPRECIATE YOUR COOPERATION AND SUPPORT.**