

CHERRY CREEK ELEMENTARY SCHOOL
1111 Ortman Road
Marquette, MI 49855

Tamra Bott, Principal
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(906) 225-4399

August 25, 2011

Dear Parents/Guardians:

I would like to take this opportunity to welcome you and your child(ren) to Cherry Creek Elementary School for the 2011/2012 school year. I am looking forward to another great year at Cherry Creek! This is truly a special place and I am glad to be back for a great year of learning fun!

We are so fortunate to have most of our staff returning for 2011-2012. Welcome to new staff this year: Janet Kuopus-Kindergarten, Ashley Nicholas-P.E. & Technology, Rebecca Johnson-Title I, and Rebecca Moyle - Instructional Program Aide. Colleen Hayse, Melissa Hewitt, and Jennifer Erickson will all be returning to Cherry Creek in *second* grade for 2011-2012.

The first day of school is Tuesday, September 6th.

Please note our **new Start and End Times:**

Grades 1 through 4: School begins at 9:05 a.m. and dismisses at 3:50 p.m.

Kindergarten: School begins at 9:00 a.m. and dismisses at 3:50 p.m.

Monday Kindergarten a.m. session: 9:00 – 12:10

Monday Kindergarten p.m. session: 12:45 – 3:50

As a means of welcoming new and returning students to our school we will be having a ***School Open House on Wednesday, August 31, 2011 from 3:30 to 5:30 p.m.*** All students and families are welcome to visit our school, see their classroom, and meet their teacher from 3:30 to 5:00 p.m. We will then all gather in the gym, as a school community, from 5:00 to 5:30 p.m. We would like to take this opportunity to welcome back returning staff/families and welcome new/staff families as a group. This Open House will be the only one scheduled for this school year.

Teachers and staff will be busy working in the building getting ready for the Open House and the new school year. Therefore, I ask that you not plan to visit the building before the scheduled Open House beginning at 3:30 p.m.

Please remember this is an opportunity to visit the building and is not intended to be a time for conferencing with classroom teachers. If you feel you would like to talk with your child's teacher please make arrangements with the teacher for a time to meet following the Open House.

Staff from **Kinderclub** and the **Before/After School Programs** will be at the Open House to answer questions and register your child for these programs.

Arrival/Dismissal: Upon arrival all students, those riding the bus as well as those being dropped off, should report to the designated door for their grade level.

Kindergarten, first grade students, and second grade students in Mrs. Erickson's and Mrs. Hewitt's classes should report to the entrance by the bus loop.

Second graders in Mrs. Hayse's and Mrs. Hanson's classes, third grade, and fourth grade students should line up at the door at the end of the second-fourth grade wing (the door to the left of the bus circle).

Students will be allowed to enter the building at the "arrival" bell which rings at 9:00 a.m. For your child's safety it is important that children are not dropped off at school prior to 9:00 a.m. (Students eating breakfast will be allowed to enter the building at 8:45 a.m. and go directly to the cafeteria). Adults will be present at entrances and hallways each morning to greet children as they arrive.

Parents who pick children up at the end of the day are asked to wait in the lobby area to avoid congestion outside of the classrooms. Thank you in advance for your cooperation.

Bus Routes - This information is published in the *Mining Journal* and *Action Shopper* prior to the start of school. Bus route information can be found on the district's web site at www.mapsnet.org. Staff from the transportation department will be at the Open House to answer questions also.

Medication - If your child needs to take medication (prescription or non-prescription) at school, please bring the medication in the original container and a permission form completed by your doctor to the office. The medical permission forms can be picked up in the office or found in the "Welcome Back" packet that was mailed to each family. **Do not send any medications to school with your child.**

Absences/Tardies – Please call the office by 10:00 a.m. to report your child's absence. You can also call after business hours and leave a message on our attendance line. If your child is going to be late and needs a hot lunch please call the office (225-4399) by 9:00 so we can order a lunch for your child. Otherwise a sack lunch must be provided from home.

If excessive absences occur, specific action will take place to remedy the situation. If a student is frequently absent, we will notify parents in writing and in some cases request a conference.

Building Security – For safety and security reasons all entrances (except for the main entrance by the school office) will be locked after 9:00 a.m. each day.

Early Release Professional Learning Time - For the 2011/2012 school year elementary teachers will be participating in professional learning time one time each month for a ½ day. We are very excited about this opportunity to increase student achievement through professional dialogue and planning. You will be receiving a calendar with specific dates and times for early release days at the open house.

After School Dismissal Policy – Please send a note to school with your child should he/she have altered after school plans. For the safety of your child, if there is not written parental permission, children will be sent home following their normal after school routine.

Supplies – Please provide a backpack for your child. Teachers will inform you at the open house of any additional supplies needed for their classrooms.

Cell Phones – Students are prohibited from using cell phone and other electronic communication devices (ECD's) or having them on during the day. Cherry Creek is not responsible for the loss or damage of ECD's. Using ECD's or having them on will result in confiscation of the devices until a parent picks them up from the school office. Cell phones must be turned off and remain in backpacks.

Electronic Devices/Toys – Trading cards, handheld computers or electronic games, cd players, I-pods, or any toys that are not directly related to classroom curriculum or activities are prohibited. Cherry Creek is not responsible for the loss or damage of these items. These items may be confiscated if brought to school.

I am very excited for the year ahead and my second year as principal at Cherry Creek Elementary School. The staff, students and families here at Cherry Creek make this a wonderful place to work and learn. I look forward to working together as a learning community. If you have any questions please call me anytime at 225-4215.

Sincerely,

Tamra Bott
Principal