
THE AMBERLY ADVANTAGE

A School Community Dedicated to Providing a Nurturing and Challenging Learning Environment for All.

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2010-11 Class Placement Procedures

Mary Daoust, Principal

Most parents/guardians are very concerned that their child is placed with a caring and competent teacher. It is little wonder parents/guardians often feel strongly about having a voice in the selection of their child's class placement. However, there are many things that need to be considered in order to create successful classrooms. I would like to share the process the staff of Amberly follows when assigning class placement for the upcoming school year. Hopefully, this will provide you with a better understanding of how complex a balancing act this can be.

Parent/Guardian Input

Via the *Parent/Guardian Placement Input Form*, parents/guardians are invited to share in writing observations regarding their child's learning style and any educational needs that should be considered.

Written requests for specific teachers will not be accepted. *Passing conversations with teachers will also not be formally considered.* A child's current teacher is open to hearing your concerns, however,

the teacher cannot guarantee placement, particularly in an informal conversation. **Parent/Guardian Placement Input Forms will be available in the school office and on the Amberly Elementary School Website between February 22nd and March 5th.** All *Parent/Guardian Placement Input Forms* to be considered for the upcoming school year are due to the school office on hard copy paper format by **Friday, March 5th, 2010.** Email and/or faxed forms will not be accepted.

Current Teacher Input

All grade level and resource teachers go through their list of current students and provide input on student academic performance, behavior, and special learning characteristics. Teachers identify if a student is academically strong, average or challenged by grade level curriculum. This identification is based on performance scores as well as general impressions. Teachers also identify students who may need special assistance, whether it is remediation or extension of the grade level curriculum. In addition to academic performance, teachers also make note of student behavioral skills, identifying those who are strong leaders with peers, in need of peer support, or challenged by group interactions. Teachers also consider those children who may need to be separated from one another.

Balanced Classrooms Make the Best Classrooms

When the initial information gathering tasks have been completed, your child's current grade level teacher and resource teachers meet with the principal to draft the upcoming year's classes. The objective is to match student learning styles to teacher strengths and areas of talent, while creating classrooms that have a balanced number of students who are strong, self-directed learners, with those who need some support. It is important that students learn to work and socialize in environments of diversity. This not only prepares them for "the real world" but also allows individual talents to shine.

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2010-11 Class Placement Procedures (cont.)

As staff work together in developing balanced classrooms, they factor in all student information gathered from the variety of sources. *Creating balanced classrooms which focus on meeting all students' needs is our top priority!*

Summer Notification of Class Placement

Once new students have been registered and we know more regarding which students may not be returning, the class lists are reviewed again and may go through some adjustments. By the beginning of August, class placement is fairly finalized. *Letters from the principal and upcoming year's teacher along with registration materials will be mailed by the second week of August to notify families of their child(ren)'s class placement.*

The Portage Public Schools and all public schools throughout the country have a legal and ethical requirement to provide students with balanced classrooms based on gender, race, ethnic & language groups, and academic achievement. I hope that by sharing this process, you will understand parent/guardian input is one of the many sources used to make informed decisions regarding class placement. Please trust the Amberly staff's interest in your children and our knowledge of each other. Amberly Elementary School strives to create vibrant, excellent classrooms that serve the needs of all children.



The driver of the bus has a great responsibility. A mistake by the driver might mean an injury or death to students on the bus. *Students should remember that transportation is provided for their convenience and that it is a privilege to ride the bus – not a right.* Students are expected to exercise proper conduct at all times. Because of safety factors, misconduct will not be tolerated. Students who misbehave in any way, place the driver, students and/or bus in jeopardy, will lose their bus privileges.

TRANSPORTATION PARENTAL RESPONSIBILITIES

1. To make sure their children arrive at the bus stop on time in the morning.
2. To provide the necessary supervision to, from and at the bus stop.
3. To understand that students may NOT ride a bus other than the one to which they are assigned, nor get on or off the bus at a stop other than their designated stop. The building principal may grant variances in an emergency and for day care purposes only.
4. To send a note to the school if your child is not to ride the bus home and he/she is being picked up. If you aren't here at dismissal time, without a note the child will be sent home on the bus – with a note the child will remain in the office for the additional few minutes to be picked up.





2010-11 Kindergarten Registration



Children who will be five on or before December 1, 2010, are eligible for kindergarten during the 2010-11 school year. We would appreciate your assistance in estimating the number of kindergarten students who will attend Amberly next school year. *If you have a child who will be eligible to enroll in kindergarten during the 2010-2011 school year, please contact our school office at 323-5900 to register him/her. Current Young Five students need not register.* If you have a neighbor who has a child who will be five prior to December 1, 2010, please encourage them to contact the Amberly office.

On March 23, 2010, from 6:30 –7:30 p.m. a Kindergarten Screening Information Meeting will be held for parents/guardians of students eligible for enrollment in kindergarten during the 2010-11 school year. Further information regarding this meeting will be sent to parents/guardians who have contacted the Amberly Elementary Office and registered their child.

Sister Kindergarten Possibilities

The Portage Public Schools encourages parents to have their children enrolled in kindergarten in the spring prior to their first year of school. We then try hard to create balanced class sizes for all students. This year in order to help us accomplish this goal, we will continue to implement the sister school concept when necessary. As students enroll they will be placed in a school where the numbers can best accommodate additional students. Transportation will be provided if the district places a child at a sister school. Contact your home school for enrollment information.

Parent/Teacher Conferences: February 24th and 25th

Initial parent/guardian sign up for Winter Conferences for Young Fives through Fourth Grade occurred during Open House. If you have not yet signed up for conferences, please stop by the Amberly office within the next week to sign up for a time to meet with your child's teacher.

Winter conferences will be held on:

Wednesday, February 24th: 5 -8 p.m.

Thursday, February 25th: 5 -8 p.m.

Two Household Families and Conferencing: Meeting Together With Divorced or Separated Parents

Living in a two-household family (shared custody) presents its own share of challenges and learning experiences for students (transporting items from one house to the other, informing both parents of events, etc.). Divorced parents who share legal custody of a child have a right to be kept informed of their child's progress and involved in their education, including conferencing with teachers.

To insure both parents hear the same information and to serve as positive role models of cooperation for their children, the staff of Amberly Elementary will conference with parents who share legal custody TOGETHER. Different conferences for the mother and father will not be held.

Only in extreme situations will separate conferences be held for two-household families. If you feel you have a situation that warrants separate conferences, please contact Mary Daoust, Principal.

Note: Joint legal custody is assumed unless the school is provided with a court order restricting legal custody of a parent(s).

NO SCHOOL / NON-STUDENT DAYS

There are also a number of non-student days coming up in the near future. Please mark your calendar and plan for supervision of your child for the following dates:

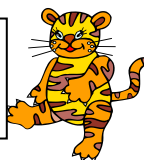
Friday, February 26th – NO SCHOOL –MID WINTER BREAK

Friday, March 26th –Friday, April 2nd –*Spring Break*

Monday, April 5th –School Resumes!



Tiger Trek Meeting
February 9th –10 a.m.



The APT is starting to plan the *Second Annual Amberly Tiger Trek All-School Walk-A-Thon*, to be held on Friday, April 23rd! The focus of the Tiger Trek is to promote a fundraiser that actively involves students, encourages physical fitness and raise funds for our school!

We are in need of many volunteers to make this fundraiser a success for our students and school. *Volunteers are needed to seek “celebrity walkers”, donations of water from businesses, promote the activity, and assist with monitoring the walking course, along with set up and clean up.*

The next meeting of the Tiger Trek Committee will be held at Amberly on Tuesday, February 9th at 10 a.m. Please consider volunteering for this fun and worthwhile committee. Please contact Fundraising Chairperson, Miranda Garside at mirandagarside@charter.net

Report Cards Sent Home
February 12th!



Report Cards will be sent home with students on Friday, February 12th. Please make sure to ask your student for their report card when they come home from school on February 12th!

Second Grade
Folk Dance Presentation
February 10th –6:30 p.m.



Amberly second graders will be showing off their talents and rhythms they have learned in music class. A Folk Dance Presentation will occur on Wednesday, February 10th at 6:30 pm in the Amberly gym. Come and see our talented second graders share the dances they have learned in music class!



Student Council PJ Day
For Haiti Relief
February 11th!

On Thursday, February 11th the Amberly Student council will be sponsoring Pajama Day for Haiti Relief. Students are asked to wear their favorite pajamas to school that day and bring a \$1 for the Red Cross Haiti Earthquake Relief Fund. The class that donates the most money to the Red Cross will win a popcorn party!

Remember – d o n ’ t g e–just d come to school in your pajamas and bring \$1 to help the people of Haiti!



**Valentine Celebrations
Friday, February 13th**



Most classes at Amberly will be celebrating Valentines Days on Friday, February 12th. **Please remember students are not to exchange valentine gifts or special valentines with specific friends at school. If valentine cards are to be given out in the classroom – all students in the class should receive one.** Thank you for your cooperation!

**Fifth Grade Middle School
Parent Orientation
February 16th**

All fifth grade parents should plan on attending their attendance area Fifth Grade Parent Middle School Orientation on February 16th. North Middle Orientation will begin at 6 p.m., Central Middle School will start at 6:30 p.m. and West will begin at 7 p.m.

The purpose of this meeting is to provide the parents of incoming students with a general overview of the sixth grade program and to assist them with the course choices available to sixth graders (Math, English and Music). Much of the program will be delivered by teachers of sixth grade. Parents/guardians are welcome to come early and tour the building if they'd like – maps will be provided for this purpose.

This program is primarily for parents as students will have the opportunity to visit the middle school building they will attend in May and again in August before the start of school. Course selection sheets will be available at this meeting. These selection sheets are due to your child's fifth grade teacher by Friday, March 5th. Please call the Middle School Guidance Office if you have any question.

**West Middle School: 323-5863
North Middle School: 323-5777
Central Middle School: 323-5687**

**Fifth Grade Human Growth &
Development Parent Meeting
February 17th**

Parents of fifth graders are invited to preview the Human Growth and Development Curriculum Guide and supportive teaching materials for 5th grade at a preview meeting from **6:30-7:30 p.m.** on **WEDNESDAY, FEBRUARY 17th.** We will be meeting in the Board Room at the Administration Building on South Westnedge. During this session lessons and videotapes used in this curriculum will be reviewed.

**Father/Daughter
Western Hoedown Dance
Friday, February 19th**



All Amberly girls are invited to share a special evening with their father, grandfather, uncle or other special person at the Amberly Father-Daughter Western Hoedown on Friday, February 19th from 7 to 9 p.m. in the Amberly Gymnasium. Information regarding ticket and picture prices has been sent home in Friday Folders. ***Mark your calendars for Friday, February 19th for the Fifth Annual Amberly Father/Daughter Dance!***



**February and August
Birthday Celebrations**

Students with birthdays during the month of February or August will enjoy an ice cream sundae cup with Mrs. Daoust on Tuesday, February 23rd. Students will have a choice of a vanilla, chocolate or strawberry ice cream sundae cups. There are no nuts in the sundae cups – just ice cream and flavored syrup. ***If your child has food sensitivities to any ingredients that may be found in any of the ice cream cups, please contact the office so a substitute treat can be provided.*** If your family does not celebrate birthdays, please also inform the office and an invitation will not be sent to your child.

**Achievement Expo
Wizard of Oz
Talent Show
Thursday March 4th!**

Mark your calendar to come to Amberly for entertainment and fun! Many After School Enrichment Classes will be displaying their talents and what they learned via a performance of the Wizard of Oz at 6 p.m., a Talent Show at 7 p.m. and the Achievement Expo display all evening between 6 and 8 p.m.!

Day Light Savings

Time Begins March 14th!

Most of the United States begins Daylight Saving Time at 2:00 a.m. on the second Sunday in March and reverts to standard time on the first Sunday in November. **Please remember to turn your clock FORWARD one hour on SUNDAY, MARCH 14TH!**

**Girls On The Run
Begins March 15th!**

Girls On The Run practice will begin the week of March 15th. All third, fourth and fifth grade girls who have previously signed up to participate in Girls on the Run will be notified if they will practice on Mondays & Wednesdays, or Tuesdays & Thursdays. Practice times will be from 3:45 to 5:15 p.m. Please contact Kim Grindall at 323-5920 or at kgrindall@portageps.org if you have any questions regarding practices or your daughter's involvement in Girls On The Run.

**Thank You for Participating
in Box Tops For Education**

We have had great participation in Box Top for Education this year at Amberly! Thank you to all families sending in their boxtops. In December, Amberly received a check for \$1049 from this program. These funds purchase needed supplies and equipment for students and staff. Please continue to support this program. Boxtops for Education can be found on General Mills, Betty Crocker, Hamburger Helper and many other boxed food products.

Cartridges for Kids

Amberly also participates in Cartridges for Kids. This company provides funds to schools for empty inkjet, laser, fax and copier cartridges and used cell phones. Please bring your empty cartridges to the office so we can use them for this fundraiser. We have had a great response from parents/guardians who have brought in empty cartridges from their place of business. THANK YOU!!

† Money At School †

Elementary aged students should never have more than a dollar or two in loose bills/change at school. **All items in the School Store cost \$1 or less. Please send any lunch money in a sealed envelop marked "lunch money" and with the student's name printed on it. Please do not send or allow your child to bring more than \$1 or \$2 to school for the School Store.**

Important Reminders

- § **All entry doors to the school building, with the exception of the main entry, are locked starting at 9 a.m. and will remain locked throughout the school day. All individuals coming to school should enter at the main entrance. DO NOT knock on other entry doors seeking to have school staff or students open them for you! Not only is this an unsafe practice, but it also interrupts instruction.**
- § **The elementary school day begins at 8:30 a.m. Students enter the school at 8:30 a.m. and should be present at this time. Students arriving to class after 8:35 a.m. will be considered tardy.**
- § **School attendance for the FULL DAY school is in session is very important to student academic success and their attitude toward school. Parents/guardians should avoid scheduling regular appointments for their child during the school day. Students also should not be taken out of school on a regular basis (weekly) for lessons or sports activities.**