

# College Park Elementary



August 25, 2011

Dear College Park Families:

Welcome to the 2011 – 2012 College Park Elementary School year! I hope that you and your family have had a fun and relaxing summer. I would like to start off by saying how excited we are to begin this school year and how anxious we are to see your child and welcome him/her back to school. You are fortunate to have your child attend such an outstanding school with dedicated and caring teachers, a supportive parent community, and a diverse group of students who are eager to learn and excel academically.

As we begin this school year, I want to assure you that the staff and I are committed to providing each student with a safe and orderly learning environment and a rigorous, challenging, and developmentally appropriate curriculum. Each teacher will be sharing his/her specific plans for the year ahead at our annual Back to School Night for parents of students in grades 1 through 6, scheduled on Thursday, September 22<sup>nd</sup>. I strongly encourage you to become an active partner with College Park Elementary School and your child's teacher.

**The first day of school is Thursday, September 8<sup>th</sup>.** Class Rosters will be posted in front of the school on September 7<sup>th</sup> at 4:00 PM. To celebrate the opening of the school year, our PTA will be selling treats at that time. In addition, class lists will be available on-line on [www.iusd.org](http://www.iusd.org). Students who are currently registered have been assigned to a classroom. As you know, the number of students assigned to a classroom is limited. Students were assigned to classes with great care based on a number of criteria; balance between boys and girls, equal number of students in each class, academic balance, individual student needs, and enrollment in specialized school programs. Please understand that priority is given to those criteria that protect the integrity of the classroom and ensure the best learning environment for all students.

At this time, we are still experiencing an influx of new students and enrollment activity because of our student centered environment, and our students' high academic achievement. Therefore, there is always a possibility that we may need to hire additional teachers which would require the reassignment of several students after school begins. Please be advised that all class placements should be considered tentative at this time. If your child's placement will be affected, you will be notified. Because it takes about two weeks after the first day of school for enrollment to stabilize, we will not be making any class reassignments prior to September 19<sup>th</sup>. At that time, should you request that we reconsider your child's class placement, please put this request in writing through a letter addressed to me or in an email stating the reasons for the request. Each request will be reviewed on a case by case basis.

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Our school's daily bell schedule remains the same as last year's. Students in grades 1 - 3 will begin school at 8:15 a.m. and be dismissed at 2:10 P.M. on Mondays, Tuesdays, Thursdays, and Fridays. Students in grades 4 - 6 will begin school at 8:00 a.m. and be dismissed at 2:25 P.M. on Mondays, Tuesdays, Thursdays, and Fridays. On Wednesdays and minimum days, students in grades 1 - 6 will begin school at the same time as the other days with 1-3 students being dismissed at 1:20 P.M. and 4-6 students being dismissed at 1:30 P.M. A more detailed schedule is available on our school's website.

Over the last couple of years, College Park and IUSD have been working hard to reduce the amount of paper used and save money by utilizing technology in its place. A couple of years ago we eliminated paper copies of newsletters and flyers through the use of email notifications. The "*Weekly Splash*" and "*The Monthly Plunge*" will continue to be sent electronically to communicate pertinent information and upcoming events. In addition, our Parent Handbook will be available on our website and an email version will be sent directly to each family a few days before school begins. Please read it carefully and review the information with your child. In order for us to effectively communicate with you, it is imperative that we have an accurate email address on file. Changes in your email can be made through the Parent Portal located at [www.myiusd.org](http://www.myiusd.org) or by contacting the front office.

Around any elementary school, there are a few challenges present. Of greatest concern is the automobile traffic around the school and the related congestion at arrival and dismissal times. For this reason, in collaboration with the Irvine Police Department and the City of Irvine, very specific procedures have been created and exist for dropping students off, picking them up, and parking. Please read carefully the additional information that is included with this letter. Your cooperation and flexibility is requested with these established guidelines.

Once again, welcome to our new and returning students. We are honored to have the opportunity to work with your child. As always, should you have any additional questions, please don't hesitate to call me at 936-5550 or email me at [abattenf@iusd.org](mailto:abattenf@iusd.org).

Cordially,

Alan Battenfield  
Principal