August 5, 2019

Dear Families,

Welcome to Jeffreys Grove Spanish Immersion Magnet Elementary for the 2019-20 school year! Jeffreys Grove is an amazing school because of our supportive parents, hard-working students, and excellent teachers and staff. Together, we are making Jeffreys Grove the best school in Wake County! I am honored to be your principal and I take great pride in our school.

This will be an exciting year as we continue to grow Wake County Public School System’s only full Spanish Language Immersion program into its 8th year! Also, all students will resume making global discoveries as a part of our Global Schools Program. We will have 11 international teachers on staff this year to bring rich, learning opportunities to our children about their country’s history, culture, geography, and traditions!

We hope you will consider joining our PTA and becoming an active member of our school community. The PTA has a brand new leadership team in place and there are a lot of great opportunities for you to get involved! You may also want to stop by the school to register as a volunteer. Our teachers and staff would love to have you as partners in their classrooms. We also hope to see you during school functions, curriculum events, global learning experiences, musical performances, PTA family nights, and the global festival. See the Jeffreys Grove website at www.wcpss.net/jeffreysgrovees for more information about these special events. I’m excited to get the year started, and I am confident the 2019-2020 school year will be another highly successful year for Jeffreys Grove!

The purpose of this letter is to provide you with important information that will help you start the year on a positive note. Our “Meet the Teacher” for students in 1st through 5th grade, will be held on Thursday, August 22nd from 5:00 to 6:00 pm. Class lists will be posted on the front door at 5:00 pm on this day. Teacher allotments are based on the number of students who actually show up within the first ten days of school. It is important to know that after the tenth day of school, we may need to make changes to class assignments due to an increase or decrease in student enrollment. Please note that enrollment changes will be the only reason for any change in class assignments.

**Important Dates**

1. **“Meet the Teacher”** is for all students in grades 1-5 on Thursday, August 22nd from 5:00-6:00 pm. During “Meet the Teacher”, the following informational stations will be set up in our Multipurpose Area:
2. Transportation (bus only) and Carpool registration
3. PTA Membership
4. Lunch Payments (cafeteria)
5. School Spirit Wear
6. Before and After School Care Program registration
7. School Nurse
8. Walker Verification
9. The **First Day of School** for 1st-5th grades and Staggered Entry for kindergarten begins on Monday, August 26th.
10. Our “**Open House”** will be held on Thursday, September 19 at 5:30 pm. This event will start with classroom presentations and include a PTA meeting (more details to follow).
11. There will be a Teacher Workday on Friday, September 30th and No School on Monday, September 2nd due to the Labor Day holiday.
12. **First Quarter Reports Cards** will be sent home on Tuesday, November 12th.
13. **For Kindergarten Parents Only**: North Carolina law requires a kindergarten health assessment before a child can enter kindergarten. The health assessment must be conducted no more than 12 months prior to the date of school entry. The Kindergarten Health Assessment Form must be completed, signed by a physician and returned to school, along with documentation of the required immunization. The deadline for the health form to be submitted to Jeffreys Grove is **Thursday, September 26th**. *“A parent or guardian has 30 calendar days from the first day of attendance to present the required proof of immunization and health assessment. At the end of the 30 calendar day period, any child without a health assessment shall be prohibited from attending school until he or she has obtained the required assessment.”*

Your child’s Staggered Entry date was sent home in a letter from the principal the week on July16. If you have any questions about your kindergartner’s staggered entry date contact our data manager, Kim Podraza at kpodraza@wcpss.net

Kindergarten students will “Meet the Teacher” on Friday, August 30th from 12:00-1:00 pm and return for their First Day of School on Tuesday, September 3rd.

**Important Information**

**School Hours:** Jeffreys Grove school hours are 9:15am-3:45pm. You may drop your child off as early as 8:45am. The tardy bell rings at 9:15am and our instructional day begins promptly at this time. If you arrive after the 9:15am bell, please sign your child in at the office. Escorting your child to his/her classroom will be permitted the first week of school for Kindergarteners only. Afterwards, we expect all children to enter the school independently.

**Carpool Morning Arrival:** During arrival time (8:45am-9:10am), please follow the carpool line. When you reach the curb outside the entrance, a staff member or safety patrol student will welcome you and unload your child. I encourage you to use the carpool line instead of parking and walking your child into the building. However, if you do park or if you need to access the handicapped parking, please follow the carpool line until you reach an open parking space or make your way to the handicapped parking. Please do not cut the line to find a parking space or to access the handicapped parking.

**Carpool Afternoon Dismissal**: In order to ensure a safe and smooth carpool dismissal, please adhere to the following carpool dismissal procedures:

* Do not park and walk up to check your child out of carpool
* Pull up to designated loading zone
* Student/s will be loaded by an adult or safety patrol student
* If you arrive after 4pm, you will be asked to sign your child out in the main office providing appropriate identification

**NEW and Important Information regarding our Walkers:** Due to the growing safety concerns with traffic and pedestrian congestion outside of our bus loop and on Eddystone Road, we will be strictly enforcing our **Walker Policy**. Families that live within 1.5 miles of our school are considered in our “walk zone” and can register their student(s) to walk home from our school. Applications for “Walker Tags” will be available at “Meet the Teacher” on August 22nd in the gym. Addresses will be verified at this time for walker eligibility.

* Please note that if you live within 1.5 miles of the school, but have to cross Lynn Road or Creedmoor Road, this is considered a “NO WALK ZONE” and bus service is available to you. You may choose to have your child ride the bus or you may pick up your student in the carpool lane.
* For students in need of bus service, parents need to register their child online for this service. This can be done at <https://www.wcpss.net/Page/39302>. You will need to know your child’s student ID number in order to complete this form. **It’s critical that this be done as soon as possible.** New stops will not be added to bus routes during the first 30 days of school.

In short, unless a verified walker or bus rider, all remaining students will be released as carpool riders in the carpool parking lot to authorized vehicles only.

**Change of Transportation:** Please send a note to your child’s teacher if your child will have a change in transportation on a particular day. If the teacher does not receive a note, your child will be sent home by his/her regular mode of transportation. If you forget to send a note and need your child’s transportation changed, please call the school office before 3:15pm. Any requests after 3:15pm will not be honored.

**Checking Children Out Early**: If you need to pick your child up early for an appointment, please be sure to check him/her out before 3:15pm. The end of the day is a very busy time for us, so it is important that we take care of early check-outs before 3:15pm. Also, if you wait until after that time, you will probably get caught up in the carpool line.

**Monday Folders:** Every Monday, you will receive your child’s work folder from school. Be sure to check book bags on Monday for your child’s school work and any teacher/school communication.

**Before and After School Program:** Jeffreys Grove offers an on-site Before and After School Care Program operated by Jeffreys Grove staff members. If your child is enrolled in the program, you may drop him/her off as early as 7:00am outside our cafeteria doors. The Before School program will begin on Monday, August 26th. You may enroll your child during “Meet the Teacher” on August 22nd. There is a non-refundable registration fee per child. Our on-site After-School program, which will begin on Monday, August 26th, runs from 3:45pm-6:00pm. You may enroll your child during “Meet the Teacher”.

**Breakfast/Lunch Prices:**

Reduced Breakfast $0.00 Reduced Lunch $0.00

Full Pay Breakfast $1.25 Full Pay Lunch $2.75

\*\*A student who forgets his/her lunch money will receive an all-you-can-eat fruit and vegetable lunch. We do not have funds to provide lunch money loans. In order to set up and/or replenish your child’s lunch account please visit <https://www.myschoolbucks.com> (you will need to have your student’s Powerschool ID handy).

We look forward to working with you and your child and we would like to wish your family a great 2019-20 school year at Jeffreys Grove! If you ever have any questions or concerns, please do not hesitate to contact our main office at 919-881-4910.

Yours in Education,

Julieta Ventura, Principal