



MCPOLIN OFFICE UPDATES
WEDNESDAY, FEBRUARY 12th, 2020

Dear caregivers and parents,

“At the end of the day, the most overwhelming key to a child’s success is the positive involvement of parents.” I share this quote from Jane Hull, former educator and Arizona governor. I thought this quote was appropriate as we prepare for our second week of Parent/Teacher Conferences. Thank you to all of our parents and caregivers for being flexible with scheduling and for making these meetings a priority.

The work the front office staff does is imperative to the success of our school and students. The school could not run without the hard work and dedication that Ms. Sara, Ms. Belsy, Ms. Daniela and Ms. Kirsten put in every day. I wanted to share some important reminders in reference to communication with the front office.

- If you have a scheduled appointment requiring an early release for your student, sharing that information with teachers prior to the start of school is beneficial. Locating students during lunch recess or specialist classes can be more easily managed with notice in the morning.
- Parents need to communicate the after school plan directly to their students prior to the start of school. The front office should not be involved when making after school arrangements.
- If schedules change, contacting the office prior to 2:45pm could not be more important. End of the day activities, especially for the front office, are extremely busy. Early notice allows us all to be more organized and ensure student safety.

Finally, as we prepare for the Valentine’s Day, please remember some of these expectations:

- If your student wants to give Valentine’s cards, it must be for all students.
- Candy and other food items need to follow our healthy food guidelines. Please check with your teachers for details.
- If there are any after school celebrations being planned, it is appropriate to keep those arrangements and activities outside of school. Not being invited to a party can create unnecessary hurt feelings. If invitations are handed out in school, the expectation is all students in the class are invited. Please check with the office if you have any questions.

Thanks for another super week at McPolin. Appreciations for all the work needed during the Parent/Teacher Conferences. Last week’s lunches provided by the PTO were amazing and greatly appreciated.

Sincerely,
Bob Edmiston

Important Dates:

- **February Recess – NO SCHOOL 2/17-2/21**
- **Café Con Amigos – Monday, 2/24 in the cafeteria 8:15-9:00am**
 - **How to manage “Teasing” along with other topics.**
- **Friday, 2/28 Motivated Moose and Dr. Seuss’ Birthday Celebration.**
 - **We have an exciting activity planned. Try to attend.**
 - **We will need volunteers to be guest readers for the “Reading Celebration” starting directly after the assembly. Contact the front office to be a part of the fun!**