

# ARLINGTON CENTRAL SCHOOL DISTRICT

Joseph D'Aquanni West Road Intermediate School

181 West Road

Pleasant Valley, NY 12569

Heather Ogborn  
Principal

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Dear Parents and Guardians,

August 17, 2019

I hope that as the summer is winding down you and your children are getting ready for another fun and exciting school year. I am looking forward to seeing everyone return to school in September.

## NEW THIS YEAR

- Class assignments will be available on Parent Portal on Monday, August 19<sup>th</sup>. See the [Elementary Parent Portal FAQs](#) for instructions for accessing the portal.
- As a reminder, we will not be mailing summer packets this year. Please watch your email for important information from the district. We will be sending home emergency forms with the students on the first day of school. Please check your child's backpack and return the forms during the first week of school.
- Click here for the link to our school's [Supply Lists](#)
- We will be having "Meet and Greet" hours held on **September 4<sup>th</sup> from 1:30 – 3:00** only. This is to allow you to drop off your student's supplies and quickly see their classroom and meet their teacher if you are available.

## Helpful Information for September

### West Road Intermediate School hours will be:

- ✓ 8:40 - School busses unload
- ✓ 8:50 – School day begins
- ✓ 3:05 – Beginning of parent sign out for "Kiss and Go"
- ✓ 3:10 - Students dismissed to buses

- Building tours, hosted by our P.T.A., will be held on Wednesday, August 21<sup>st</sup> and Monday, August 26<sup>th</sup> from the hours of 10:00 a.m. to 12:00 p.m. You might have the opportunity to meet some of the teaching staff during your tour, **if** they are in the building, but many of them are not scheduled to be here these dates.
- On the first few mornings of school, the fourth and fifth grade students are dismissed from the buses first. The third grade students will then be dismissed from the buses directly to their teachers who will be waiting outside. The third grade teachers will escort their students to their classrooms, so they will not need to find their classrooms on their own.
- We will be continuing our "Kiss and Go" dismissal procedure. See more information on "Kiss and Go" on the website.
- Our 6-day rotation for specials will be continuing this school year and will be posted daily on the website.

- Students cannot be dropped off before **8:30 AM**. The side door, facing the parking lot will be locked until that time. No students will be allowed into the building before that time since we do not have any supervision before this time.
- Just a reminder, if your child needs bus transportation to a childcare provider for the 2019 - 2020 school year, you must complete a Childcare Transportation Request Form which is available on the district website: [www.arlingtonschools.org](http://www.arlingtonschools.org). A new form needs to be completed each year and are due **by AUGUST 15<sup>th</sup>**.
- We have one Curriculum Night planned for all grade levels to be held on **Thursday, September 12<sup>th</sup>**. The schedule is as follows:

- ✓ 5:45 p.m. - 6:30 p.m. = Grade 5
- ✓ 6:30 p.m. - 7:15 p.m. = Grade 3
- ✓ 7:15 p.m. - 8:00 p.m. = Grade 4

Please feel free to contact the main office with any questions regarding any of the above information. I hope you all enjoy the remainder of the summer and I look forward to seeing everyone back at school on **Thursday, September 5<sup>th</sup>**.

Sincerely,

*Heather H. Ogborn*

Principal

*Our mission is to empower all students to be self-directed, lifelong learners, who willingly contribute to their community and lead passionate, purposeful lives.*