



SHENANDOAH ELEMENTARY

16555 Appomattox Avenue
Baton Rouge, LA 70817
Phone (225) 753-3560

Carolyn H. Sauer
Principal
Fax (225) 756-0521



A School of Academic Distinction and Achievement

August/September 2009

Dates to Remember

Aug. 26 – Picture Day – Free Dress
Sept. 2-26 – PTA Fall Fundraiser
Sept. 3 – Papa John’s Pizza Night
Sept. 7 – Labor Day Holiday – No School
Sept. 16 – Picture Retakes
Sept. 16 – Staff Development Meeting
Early Dismissal 12:30 p.m.

Welcome

We sincerely welcome all of you to the Shenandoah School Family for the 2009-2010 school year. We are so proud to have the return of familiar faces and are excited to have new families. We are here to provide a positive, productive working and learning environment. We hope you have taken time to notice our school “make-over”. The new flooring, fresh paint, new ceiling tiles and new electronics equipment were all provided through a tax plan that was passed by the Baton Rouge community. We want to thank you for your support.

Individual Pictures

Individual pictures of our students will be taken Wednesday, August 26. Barclell Studio photographers will be on campus. They will begin photographing our children at 8:30. Information regarding pre-paid picture prices is being sent home today. Picture day will be a “Free Dress” day for our students. Students do not have to wear uniforms. However, all students will be expected to follow standard/appropriate dress regulations. These pictures will be used in our school yearbook.

Protected Teacher Read Aloud Time

Each afternoon, during the last ten minutes of the school day, classroom teachers will read aloud to students. This time will be uninterrupted. Therefore, requests to interrupt classrooms during that time will not be allowed.

Albertsons Community Partners Program

Our school participates in the Albertson’s Community Partners Program. Most families should have a community Partners Card. This is how the program works: Whenever you are shopping at any Albertsons store simply remind the cashier to scan your card anytime DURING your order. Our school has been given an identification UPC number and when your purchase/transaction is properly recorded, our UPC number will be on your receipt. Albertsons will contribute money to our school based on the amount of sales we transact at their stores. We hope you will use your card to help our school. If you do not have a card for our school program, please ask a member of our office staff to provide one to you.

Arrival and Dismissal

Please review the following standard practices that we have in place.

- The canopy area is only for our children and duty teachers.
- **All children who are transported away from school by vehicle should be picked up in the carpool line.** Walking up to get your child to load a car parked in front or at the side of the school is strongly discouraged. Our carpool line moves quickly and provides a safe area for dismissing the carpool children.
- Parents who usually walk their children home are asked to have a specific meeting place to greet their children. Campus areas that we want to designate for parent/child connection are by the flagpole, bicycle racks, or in the grassy area that is by the Kindergarten fence. Those children and parents should follow a consistent routine so the child is not confused about the way to go home each day.
- When you leave campus, stay on the sidewalk and do not walk to cross the street between parked cars. Only cross at the entry and exit areas of the parking lot. In addition, walkers should cross streets with Crossing Guards.
- Children should always go home as usual unless a parent sends us a letter or calls us to make a change.

Please know that the street areas on the side and front of the school are no parking zones. Parish law enforcement officers can ticket or tow violators. If you must park on the street, park along the curb and stay off of the grass of our neighbors. Left turns into the parking lot are forbidden by law between 8-9 a.m. and 3-4 p.m. Violators may be ticketed. As a reminder, the safety rules for traffic flow and student drop off should also be followed during morning arrival. Children should always be dropped off under the canopy area. Vehicles should not pass parked/standing vehicles that are unloading in the car pool line.

Thanks for your continued support and cooperation.

New Immunization Requirements

Louisiana law now states all students must have the meningitis vaccine and Tdap booster vaccine when they are eleven (11) years old. Additionally, all four (4) year olds must have been immunized twice for chicken pox (varicella).

PTA/Open House

We thank you for attending our PTA/Open House Meeting last week. We were extremely proud to have you come to be a part of our 2009-2010 school year opening. Our PTA and school staff work so closely together to provide a productive environment for our students. We hope you will join our PTA.

Office Depot School Support Program

Our school has been given an Office Depot identification number. If we use the number (70041440) each time we purchase items at Office Depot, our school will receive a 5% credit of all qualifying school supply purchases. Please keep a copy of the number handy and use it each time you make a purchase at an Office Depot store.

Cartridge Recycling Program

We will work with Empties for Cash to collect empty ink and toner cartridges. Please send your discarded, used, cracked or damaged cartridges to us. Our school will receive money for each donated cartridge.

Land's End Uniforms

We participate in the Land's End School Uniform Program. Purchases made through the catalog or website gives our school 3% of the net sales. Our preferred school number 9000-4316-7.

General Mills/Community Coffee Labels

Reminder: Please continue to send in box-top coupons and coffee labels. Our school receives cash for our efforts. This is an easy way to earn money for our school.

Expenditures of School Funds

Please know how much we appreciate your promptness in paying the \$20.00 Supply Fee and \$10.00 Computer Fee for your children. Supply fees are used by the classroom teacher to purchase materials for science experiments, social studies support, math manipulatives, testing materials, cooking items, and art supplies. Computer fees are used to purchase new computers.

School Forms

Please remember to promptly return all forms that you have been requested to complete. The information you provide helps us more effectively meet the needs of your children.

Parent's Magazine Recognition

Thanks to all who supported our school by naming Shenandoah Elementary as the 2009 Family Favorite Public School. We work very hard to maintain high standards and provide excellent services.

Teacher of the Year

Mrs. Deborah Russell, one of our fourth grade teachers, has been selected by our faculty to serve as the 2009-2010 Shenandoah Elementary Teacher of the Year. We congratulate Mrs. Russell and note that she is an excellent representation of our exemplary instructional staff.

Check Writing Policy

All checks must contain the physical address and phone number of the individual who issues the check. Checks without that documentation cannot be accepted by the school. In addition, all returned NSF checks will be turned over to an outside collection agency and will be charged an additional \$25.00 Service Fee.