



A Little Ton of News

From Administration

Robinson Littleton Elementary
is a Title One School

September 1, 2015

Volume 24 Issue 2

English
If you would like a verbal translation of this newsletter, please call 995-3800.

Spanish
Si usted desea escuchar una traducción de esta noticia, llame 995-3800.

Scheduled Events September 2015

5th Grade Parent Night 6:00 pm	2nd
3rd Grade Parent Night 6:00 pm	3rd
2nd Grade Parent Night 6:00 pm	8th
4th Grade Parent Night 6:00 pm	9th
1st Grade Parent Night 6:00 pm	10th
SAC & Title I Annual Parent Meeting 5:00 pm	10th

*Creating a
Community
of Life Long Learners*

Dear Parents/Guardians:

You are invited to be a part of Dr. Carrie D. Robinson Littleton Elementary School Advisory Council (SAC). Through your participation on the SAC team, you will receive information from the school district, help make decisions that will benefit our school, and work together to ensure all students reach their highest potential. In addition, you will hear reports from the District Advisory Council meetings and provide input for our School Improvement Plan (SIP). If you are interested in serving on the SAC committee, please contact the school at 995-3800 and ask to speak to Ms. Sumal.

Thank you for your continued support.

ParentLink® is a messaging system that allows us to communicate with you concerning your child's assignments, schedule, grades, attendance, and special events happening at school. In addition, in the event of the emergency, ParentLink® is the fastest, most reliable way that your child's school or the District **can** get need-to-know information directly to you.

Our ParentLink® system utilizes the contact information for your family that you have provided to the school. It is important that you provide accurate phone numbers and E-mail addresses for your family.

Parents and Guardians may log on to the ParentLink® website at any time. The web address is: <http://parentlink.leeschools.net/>

- The format for logon is as follows:
- User name is the Student ID of the eldest child in the School District, living in the student's household, followed by the parent's first and last initial. The student's household includes all students living at the same address, with the same home phone number.
 - The password is the birth date of the student whose ID was used for the User name, in the format of MMDDYY.

- For example:
- If the Student ID of Jane Doe's eldest child in the household is 12345678, Jane Doe's user name would be 12345678JD
 - If the birthdate of Jane Doe's eldest child is January 1, 1965, Jane Doe's password would be 010165

The School Board of Lee County, Florida: Cathleen O'Daniel Morgan, District 3, Chairman; Steven K. Teuber, District 4; Vice Chairman; Mary Fischer, District 1; Jeanne S. Dozier, District 2; Pamela H. LaRiviere, District 5; Nancy J. Graham, Ed.D, Superintendent.

Student Dismissal

For the safety of all students, each student will be sent home in his or her usual way unless a **written note** is received from the parent/guardian to the teacher. Please help avoid confusion at dismissal time by following this policy. Be sure to inform your child about transportation changes before he or she departs from home. Emergency Telephone requests need to be made by 12:10 pm if the child is going home a different way. Students will not be dismissed at the classroom door. If you sign your child out of school early, you will have to wait in the front office.

The School District of Lee County Parent Guide & Code of Conduct can be accessed online through the District's website or our school's website at lit.leeschools.net. Please be sure to read it carefully. Information on pages 4, 5, and 6 needs to be completed and returned to the school. If you need a hardcopy of the pages, please inform your child's teacher.

School Safety is a top priority at our school. Please be reminded to allow your students to get out at parent drop off and walk to their classroom by themselves in the morning. We will have sufficient coverage by school staff and assure you that your child will arrive safely to class.

Severe Weather Plan

The School District of Lee County will always consider student and staff safety of primary importance when making a decision to close school when severe weather threatens. Unless there is a clear threat of danger, the decision to close school will be made around 4:00 am and announced through NBC-2, WINK, ABC-7 TV morning news shows, and via NOAA Weather Alert Radios. Parents and staff should listen to local media beginning at 5:00 am for the latest information pertaining to school closing during severe weather months.

Uniform policy

Please be reminded that students can wear a solid red, navy, or white shirt with a collar to school. For bottoms, students can wear khaki, navy blue, or hunter green. If you would like to purchase a uniform shirt with the school's logo on it, you may purchase it from the school store for \$4.50. Sizes and colors are limited. As the weather becomes cooler, students may wear jackets or sweaters that either zip or button down the front. Shoes must be closed toe and rubber soled. Tennis shoes are preferred as they allow for maximum safety. White, navy, or hunter green socks should also be worn and coordinate with the uniform. Please be sure to read the Uniform Policy carefully.

 **Transportation by car**

Parents should remain in their vehicle and use the driveway entrance on Littleton Road when dropping students off in the morning and picking them up in the afternoon. **Please reserve Hutto Road for school bus traffic.** To ensure student safety, there will be a single lane of traffic for student drop off. When picking up students, grades kindergarten, first and second will be located at the first covered area. Cars should wait in the curbside lane. Students in grades three, four and five will be at the second covered area. Cars are to wait in the center lane. Younger students with older siblings may wait in the older student area. **There are only two lanes for student pick-up. It is extremely dangerous to form a third lane.** Smooth traffic flow and student safety depend upon parent cooperation.

 **Check-In Process**

All visitors, volunteers, and parents arriving during school hours are to report directly to the front office. Upon arriving, you will need to present a valid driver license which will be scanned. You will then be given a sticker you are to wear while on the school campus. Please be sure to return to the front office once you have completed your visit in order to be signed-out. If you are seen on campus without a sticker, a staff member will politely direct you to the front office. This process will help provide a safer environment for all students and staff. Thank you in advance for your cooperation.

In order to pick-up your child, you must have your school provided Parent Pick-Up Card with each child's name written largely and clearly for school personnel to see. If you do not have a card, you must report to the office to sign your child(ren) out. Cars may not be left unattended in front of the school. Please park in a parking space if need be.

 Students are expected to conduct themselves in a manner that promotes a safe, orderly learning environment. It is our expectation that students follow STAR behavior in and out of the classroom and therefore limit any behavior issues.

S – Stay safe
T – To be prepared
A – Active learner
R – Respectful

 **Bus Transportation**

Parent cooperation is requested to ensure that children riding the bus understand and follow school bus rules. **While waiting for the bus, students must:** conduct themselves in an orderly manner, stand away from the road, and be on time to ensure a prompt arrival for all students at school. Buses are unable to wait for students who are late to their bus stop.

Upon entering the bus, students must: enter only when the driver is present, board and leave the bus at their assigned stop. Changes are permitted only with the written permission of the parent and the principal prior to the change. **(Emergencies only; personal convenience will not be approved.)** If a temporary bus change is required, please send a note to the office before 8:45am on the day of the requested change.