



September 2016

Mr. Stephan Pron, Principal

EVENTS

- 9/2 NO SCHOOL**
- 9/5 NO SCHOOL**
- 9/6 Back to Orchestra parent night
GES 7:00 PM
- 9/12 Band Demonstrations
Grades 4 & 5
- 9/13 Picture Day
School Board Meeting
WES 7:00 PM
- 9/14 Mass Health Screenings
Grades 1 – 6
- 9/28 EARLY DISMISSAL
12:30 PM**



INTRODUCING...

**Welcome Ms. Williams – Our new
Guidance Counselor!**

My name is Stephenie Williams and I joined the BASD's School Counseling Department in 2015. I am a graduate of West Chester University of Pennsylvania. I am local to the area and have two great children, Shawn and Kenzie. Shawn is in 4th grade and Kenzie is starting Pre-K. I also have two dogs. Soco is an English Mastiff and weighs 140lbs, and Daisy is a Jack Russell Terrier/ Chihuahua mix and is only 15lbs. I am very excited to get started working with the students and families here at Pine Forge Elementary.

As a School Counselor, my primary responsibility is to promote the academic,

personal, and social development of all students. I will be working with all of the students in their classrooms this year. I look forward to offering support to the students, staff, families, and school community. It is my hope that this school year will be full of successful experiences for all students.

Please feel free to contact me if you have any concerns about your child. My email is swilliams@bovertownasd.org, and my phone number is 610-473-1890.

Welcome Ms. Fry – Our new Librarian!

I'd like to start off by saying how excited I am to be the librarian at Pine Forge Elementary! I have a lifelong love of books and look forward to sharing that with your children. I have been a classroom teacher for about six and a half years. This past May I graduated from Clarion University with a Master of Science in Library Science, so this will be my first school librarian position. On a personal note, I enjoy spending time with my family, going to the mountains and, of course, reading.

**Welcome Mrs. Dietrich – Our new
Learning Support Teacher!**

Hello Pine Forge! My name is Lauren Dietrich and I am the new 3rd and 4th Grade Learning Support Teacher this year! I grew up in Collegeville, PA in the Perkiomen Valley School District. I attended Millersville University and earned a degree in Early

Childhood and Special Education. After Millersville, I was a long-term substitute in middle school learning support at Wilson School District in Sinking Spring, PA. This past summer was awesome! I got a job in this fantastic school district, got married, moved into a new house with my husband in Limerick, and went to Italy- all very fun things! In my free time, I like to travel to new places with my husband, cook new foods, read (I would read all the time if I could!), spend time with my family, hike, camp, sit on the beach, watch movies (I love movies!), and try new things. This school year, I am looking forward to being part of this great community of Boyertown! I hope that through my time here at Pine Forge, I can make an impact on the lives of my students by helping them be successful in whatever they choose to do. I can't wait to get started!

RAPTOR SYSTEM

We are pleased to share that all Boyertown Area Schools will continue using the Raptor Identification System for the 2016 -2017 school year. This system is located in each school office. We will be requiring that all school visitors/ volunteers provide a driver's license or other government-issued identification card and the visitor/volunteer will be able to proceed into the school as planned. School staff will swipe the card to determine if the individual is a registered sex offender. In most cases the system will issue a temporary ID badge to wear during a visit or volunteer activity. If the system lists any offender information, the principal will intervene and the individual will not be permitted to enter the school outside of the school office area. Individuals who need to drop off or pick up materials in the school office will not be required to use the system.

We are committed to continuing to provide a safe school environment for all students, staff and community members.

BIRTHDAY CELEBRATION TREATS

It has been a tradition for students to bring birthday treats in to share with their friends and staff members of Pine Forge. While we are going to continue to allow the bringing in of birthday treats, we are only going to allow the delivery of these treats to the homeroom of the student. The student can either share these treats with their homeroom friends during classroom time or during their lunch period; this delivery will be left up to the discretion of the classroom teacher. The past practice of delivering these treats to the whole building tended to be disruptive, time consuming, and messy.



RETURNING FORMS

During the first week of school a number of papers will be sent home with your child for you to complete. We appreciate your assistance in completing and returning the forms promptly.



PICTURE DAY **TUESDAY, SEPTEMBER 13, 2016**

An envelope with package information will be sent home shortly. Picture packages will be printed only for students paying on picture day.

REPORTING STUDENT ABSENCE

Please call the school office (610-323-7609) to report your child's absence from school. Our answering system will record your message at all hours of the day or night. If your child is not in attendance and you have not called the school to report the absence, we will attempt to contact you. This procedure ensures that your child has arrived safely at school. If you receive a doctor's excuse for an absence, please send the excuse to school. Your cooperation is appreciated.

SCHOOL SECURITY

Our school utilizes a camera and buzz-in security system. All visitors are required to state their name and purpose for their visit prior to obtaining entry to the building. Once you are buzzed into the building, **please report directly to the office to sign in** and obtain a visitor's badge. Deliveries are to be brought to the office (**please do not go directly to the classroom**). Parents are expected to meet their children for appointments at the office and not at the classroom.

CHILD CUSTODY INFORMATION

The school requests information when a student does not reside with both natural parents due to separation or divorce. **This information MUST be updated every year so that all information is current.**



TRANSPORTATION INFORMATION

Occasionally a bus may be late picking your child up or dropping them off. If you have any concerns, please call the transportation office 610 473-3473. The school buses have radios and the bus drivers can be contacted directly from the transportation office.

ATTENTION: Please send a note to school when your child will be picked up from school. If we have not received a written note, your child will be sent on their regular bus and will be dropped off at their regular stop.

MEDICAL APPOINTMENTS

If your child must be taken out of school during the school day for a doctor or dental appointment, we ask that you send a note to your child's teacher so he/she can prepare for the student's early dismissal. A binder is located in the office to be used by the

parent or designated adult who is signing your child out from school. Students will not be sent outside to wait at any time for someone to pick them up.



FAMILY TRIPS

If you are planning a family trip that will infringe on school attendance, (even for one school day) please request an **Application to be Absent from School for an Educational Trip or Tour Form** in advance. Complete the form and return to school for action from the principal. Permission for non-school trip requests must be submitted at least 2 days prior to any trip taken for it to be counted as an excused absence. We request that families take trips on days school is not in session in order to avoid interrupting a student's educational program. Please read the student handbook for more information. Thank you for your cooperation!

TESTING INFORMATION

Please mark your calendars with the following:

PSSA (Pennsylvania System of School Assessment) Reading will be given to students in grades 3, 4, 5 and 6 during the week of April 3 - 7, 2017. **PSSA** (Pennsylvania System of School Assessment) Math will be given to students in grades 3, 4, 5 and 6 during the week of April 24 – 28, 2017. **PSSA** Science will be given to students in grade 4 during the week of May 1 – 5, 2017. **Parents should make sure appointments are NOT scheduled during these time periods. Students will NOT be excused for “educational trips” during these testing periods.**



ART NEWS

As we begin the school year please send an art smock or large shirt for your child to wear during art class. We often use paint

and other messy materials. Your child will have art on either a Thursday or a Friday. Please consider what he or she is wearing on these days. It may not be the best day to wear that brand new outfit.



NEWS FROM THE HEALTH ROOM

Welcome back to school. We need your assistance to support the safety of our students. Please complete the Emergency Contact Sheet electronically and return this signed form to the main office by September 15, 2016. Please update all demographic, medical, and medication information needed for the school year. (A parent/ guardian signature is required for your child to receive services in the health room.)

With the start of the new school season please remember to send along a water bottle and appropriate clothing for your child to get through the school day. On very hot days the children need to remain hydrated throughout the day. Please help us by giving them a water bottle to keep at their desks.

Please contact your health care provider to determine if your child needs any immunizations. Notices will be mailed to parents if immunization documents currently on file for their child do not have the appropriate immunizations. If you do not receive a notice, your child's immunization records are up to date.

Physicals/Dentals: The PA School Health Act requires **dental examinations** for all students entering **Kindergarten** and **third grade**, and **physical examinations** for students **entering kindergarten** and **sixth grade** in the 2016-2017 school year. Physical and dental exam forms may be dated no earlier than one year prior to September 1st; therefore, forms submitted

must be for exams that occurred **on or after** September 1, 2015. Please contact the health room if you need a physical or dental form for an upcoming appointment or you can download forms at any time from the BASD website @

<http://www.boyertownasd.org/> under **Services - Student Services -**

Health. Please submit completed physical and dental forms for these grade levels **by May 1, 2017.**

Medications at school: please refer to the BASD medication policy if your child needs to take medications during school hours. **All medications, over-the-counter, herbal, and prescribed, require a written order from a doctor and written parent permission to be administered to a student by the school**

nurse. Medications must be delivered to the school nurse by a parent or adult designee. Medication authorization forms are available on the BASD Web site @ <http://www.boyertownasd.org/> under Services - Student Services - Health or by contacting the health room.

Head Lice: September is National Head Lice Prevention month. During each school year, almost without fail, we can expect to find some cases of head lice among our students. To effectively manage head lice infestations in our schools, the Boyertown Area School District requires students with head lice or nits to be excluded from school and be readmitted when the school nurse determines the students are lice and nit-free. Information about head lice can be accessed on the BASD website under Services; Student; Health link. Prevention and control of head lice **begins in the home.** Please help us prevent head lice by following the policy and checking your children often. If your child gets head lice, please contact the health room so we can assist you and your child.