

September, 2007

Dear Haynes Parents and Guardians,

Welcome back to a new school year! Our building is looking great thanks to the hard work of our custodians, Glenn Hines and Paul Natale. Our teachers have been busy in their rooms getting everything ready for the arrival of our 385 grade K-5 students and our 40+ preschoolers. We are so looking forward to greeting you all on the first day of school!

While we have few overall changes in our faculty this year, we do have a few new faces we are excited to introduce. Mrs. Rose Calareso is our new Library/Media Teacher. She recently moved here from Columbus, Ohio, having worked in an elementary school in Gahanna, Ohio. Mrs. Calareso brings great experience and enthusiasm to her work in teaching important information literacy skills and promoting a love of reading. We are extremely fortunate to have hired Mrs. Lisa Nigrelli, R.N., B.S.N. as our new School Nurse. She was always a sought-after substitute nurse in our K-8 schools. Mrs. Nigrelli has also worked in a variety of pediatric settings, including Massachusetts General Hospital, Malden Hospital and home care. She has been hard at work getting to know all of the medical needs of our students. Last, we hired a new ELL (English Language Learner) Teacher who will be working part-time at our school (shared with Curtis Middle School). Mrs. Cecilia Nunez O'Doherty is a resident of Lincoln and comes to us from two elementary schools in Waltham where she provided English language support to students in the regular classroom. She has also taught in Bronx, New York and in East Boston. Fluent in Spanish and Portuguese, Mrs. Nunez O'Doherty has a deep understanding of the ELL experience, having moved from Panama to the USA. We are still interviewing to hire a part-time Title I Math Tutor.

Parking and traffic congestion is always a concern at the Haynes School, particularly at dismissal time. This year the preschool children will be picked up at 3:00 at the back circle. Dismissal for students in grades K-5 will be at 3:25 pm. Therefore, there should not be an overlap in traffic, hopefully providing some additional parking spaces for parents. The following additional information is included in our newly revised Haynes Parent Handbook (available on Open House night). *Please read through this information carefully. A smooth and safe dismissal is dependent on everyone being familiar with these procedures.*

### **Pick-ups**

All children *must be picked up within the school*, not outside on the sidewalk or within the parking lot. If you are picking up your child at dismissal time, please park in one of the parking lots and enter the school through the main entrance. Proceed to the auditorium. A teacher from your child's grade level will escort his/her class to the auditorium. Children may not be picked up in the hallway. Once you have picked up your child **please exit through the cafeteria and out the side door by the computer lab.** (The front lobby area is very noisy at dismissal time, making it difficult for the secretaries to answer the telephones. Exiting through the side door minimizes the noise level in the front lobby area, and allows the secretaries to continue to work. Your

cooperation is appreciated.) **If your child normally rides a bus but is being picked up instead, you must send a note to the teacher indicating you will pick up your child,** even if it is at the regular dismissal time. A note is also required if your child is going home with another student's parent/guardian, or another adult whom you are authorizing to pick up your child

Morning kindergarten pick-up at 11:40 takes place in the rear of the school near the kindergarten rooms. Parent cars may not pull into the driving circle until all buses have left the circle.

## **Parking**

Parking is at a premium at the Haynes School, particularly during special events. Please be aware that there are several places at Haynes where parents **may not** park due to safety issues:

1. within the front circle
2. on either side of the mouth of the two driveways (you may not park so your vehicle crosses the crosswalk)
3. in the back bus circle by the kindergarten wing (except for PK pick-up).

There are three spaces reserved for handicapped parking: two in the front circle and one on the side lot. Cars may not park in these spots unless a handicapped sticker is visible. ***At no time should students or parents walk between buses or vans. This is a serious safety hazard, as the bus and van drivers may not see you clearly.***

## **Bicycles/Scooters**

Children in grades 1-5 may ride bicycles or scooters to school with written permission from their parents. Bicycle helmets must always be worn. Students exhibiting irresponsible behavior will lose their privilege of riding to school. Bikes and scooters must be walked in front of the school building on the sidewalk and secured by locks in the bike racks provided.

## **Walkers**

Children in grades 1-5 may walk to and from school with written permission from their parents. Walkers are dismissed at 3:23 PM, just before bus dismissal (early release Wednesday dismissal is at 12:43 PM). If you plan to dismiss your child as a "Walker", you must indicate on the Permanent Dismissal Schedule form to which of the four drop-off sites you want your child taken. The four options include:

- 1) the playground gate on the right side attached to the school (heading out toward the playground & Julian's Way)
- 2) the end of the Haynes driveway toward Hadley Rd.
- 3) the intersection of Haynes Rd. & Wadsworth Rd., or
- 4) the intersection of Haynes Rd. & Julian's Way.

If you plan to meet your child at any one of these drop-off sites in order to walk home with him or her, you must arrive in a timely manner. The crossing guard will not be able to stay and wait with your child and your child will proceed to walk home him or herself. A student is NOT considered a "walker" if a parent drives to the Haynes School parking lot to pick up a child – if you drive to pick up your child, you must meet them at Pick-up.

(Note: if children are walking TO school, they can be escorted by the crossing guard from sites 2 (8:40), 3 (8:35) and 4 (8:35).

Students who walk must stay with the crossing guard. Students who do not remain with the crossing guard and cross the street in an unsafe manner will lose their privilege to walk to school.

The crossing guard is not available after morning kindergarten or before afternoon kindergarten.

There is always an overwhelming amount of information to process at the beginning of the school year. I hope everyone has gone onto the HOP web page to download important forms that need to be completed at the beginning of the school year.

Make sure you mark the date of **Thursday, September 27<sup>th</sup> at 7:00 pm** for our Haynes Open House. We look forward to seeing you then, and earlier, as you all come through our doors again in September!

Sincerely,

*Susan Carlson*