



**Pittsfield Public Schools**  
**Allendale Elementary School**  
180 Connecticut Avenue  
Pittsfield, Massachusetts 01201

**Superintendent**  
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**Allendale Elementary School**  
Brenda Kelley, Principal

August 7, 2015

Dear Parents/ Guardians,

I would like to welcome you back for the 2015-2016 school year. I hope you had a fabulous summer and you are excited for the beginning of the new school year. I anticipate an exciting year as we collectively strive to foster a culture of learning. I feel extremely fortunate to be working with such an exceptional group of students, families, and staff members.

I believe students' interests and curiosity provide intrinsic motivation that lead students on a road of life long learning with teachers as facilitators. I am pleased to have you as partners and want to assure you that the Allendale staff will do our best to help your child experience academic, social, and emotional growth. With your help, this will be an excellent school year!

We are still in the process of announcing our new teachers. Once we have our new teachers settled, I will do a Connect Ed message to the students in those classes to announce whom they will have for their teacher. All of the candidates have been wonderful and our new faculty members are excited to meet your children.

Also, we will be providing a school handbook in addition to the district handbook for quick and easy access for all rules and procedures for school. This handbook hopes to be delivered shortly after Labor Day

**Important Upcoming Events:**

- September 1 First day of school grades 1-5, 11:35 dismissal
- September 2 First day for Kindergarten Students (11:35 dismissals through Sept. 18)
- September 7 No School/Labor Day
- September 8 P.T.O Meeting 6:30-7:30 p.m.
- September 10 Meet the Teacher Night 6:00-7:15 p.m.  
Grades 3-5 6:00-6:30 p.m.  
K-2 6:40-7:10 p.m.
- September 25 Half day for all students

## ARRIVAL AND DISMISSAL PROCEDURE:

- Students enter the building at 8:30 a.m. no students will be allowed in the building before hand unless they are going to the breakfast program.
- If your child attends the breakfast program that starts at 8:20 a.m. please drop your child off at the side of the building entering at the cafeteria door. The speed limit in the parking lot is **10 miles per hour**. This is for the safety of our staff and students arriving at that time.
- ALL bus riders will arrive and depart from Connecticut Avenue. There are two teachers out front greeting the bus students.
- ALL parent drop off/ pick up by car will be in the front of the building. Car line in the morning starts at 8:30. The first car in the line must pull up to the orange cone.
- Every effort is made to minimize classroom instruction. Please help us with the following guidelines. If your child needs to be dismissed before 2:40 a note must be sent into school in the morning. **No child will be allowed to be dismissed after 2:40 p.m.** All dismissal must occur before 2:40 p.m. The end of the day is a hectic time for teachers and students.
- **No cars will be allowed to park in front of the school from 2:40 p.m.-3:15p.m there is ONE LANE TRAFFIC ONLY in the front of the school.**

## TIPS FOR A SUCCESSFUL YEAR!

- Students in grades second through fifth grade have student planners. It is important to check those planners nightly.
- Join the Parent Teacher Organization or School Council.
- Make sure your child attends school regularly and on-time.
- **READ** to or with your child a minimum of 15 minutes per day. This commitment has been shown to make a huge impact on academic success and positive parent/child relations.

We are all very excited to begin another year working together with you to have a wonderful educational experience.

If I can be of any assistance, please do not hesitate to contact me: [bjkelley@pittsfield.net](mailto:bjkelley@pittsfield.net).

Happy August,

Principal Kelley