

WEEKLY BULLETIN

THE LIFE SKILL FOR THE MONTH OF JANUARY IS RESPECT.

IMPORTANT DATES

- Jan. 18 *Martin Luther King Day—NO SCHOOL*
- Jan. 19 *Free Dress Day IF you wear GREEN!* *Charles Armstrong School*
- Jan. 22 *Brown Bag Breakfast (8:30-10:00am)* *Charles Armstrong School*
- Jan. 29 *End of Month Free Dress Friday!* *Charles Armstrong School*
- Jan. 29 *Middle School Dance (5:00-7:00pm)* *Charles Armstrong School*
- Feb. 1-5 *Parent/Teacher Conferences—early dismissal all week* *Charles Armstrong School*
- **Saturday, Feb. 27th** **Community Fundraiser —SAVE THE DATE!** **Exploratorium**
- **July 6-30, 2010** **CAS Summer School & Summer Camp—SAVE THE DATES!!**

The CHARLES ARMSTRONG Annual Fund

Congratulations to Room 8! They are the first classroom to achieve 100% participation in giving to the Annual Fund! As a reward for their generosity, the students of Room 8 will enjoy both a Pizza Party and an Ice Cream Party. Hooray! Each class gets an Ice Cream Party when they reach 100% participation!

Class Competition as of 1/13/2010	
Classroom	% Given
Grade 3 - Room 8	100%
Grades 1 and 2 - Room 3	67%
Grade 7 - Room 16	63%
Grade 2 - Room 4	61%
Grades 3 and 4 - Room 5	59%
Grade 8 - Room 17	56%
Grade 5 - Room 20	56%
Grade 5 - Room 10	50%
Grade 5 - Room 11	50%
Grade 6 - Room 14	50%
Grade 4 - Room 9	47%
Grade 8 - Room 18	44%
Grade 4 - Room 7	35%
Grade 7 - Room 15	35%
Grade 6 - Room 13	28%

Parent participation in Annual Fund giving is currently at 53%—yet our goal is 100% participation! The Annual Fund is the most important component of our fundraising activities, which make up 13% of our total revenues. Your gift to the Annual Fund supports several important CAS programs:

- * Financial Aid to assist those families whose children would otherwise not be able to attend CAS
- * Teacher recruitment, training and retention
- * Transition program
- * Enrichment programs which enable our students to explore and develop strengths in sports, science, drama, music and art

Please give to the Annual Fund! Every gift — regardless of the amount — contributes to the success of every CAS student. Online gifts can be made through the CAS website:

<http://www.charlesarmstrong.org/support/waystogive.php> or
<https://secure.groundspring.org/dn/index.php?aid=12509>

*Imagine all the children, thriving in this world!
 You may say we are dreamers, but we're not the only ones
 We hope this year you'll join us in the CHARLES ARMSTRONG Annual Fund*



Community Fundraiser at the Exploratorium February 27th!

Have you marked your calendars for our annual Community Fundraiser on Saturday, February 27th? Your entire family and all of your friends will not want to miss this fabulous evening! The online auction portion of the fundraiser opens on February 5th. WE STILL NEED DONATIONS FOR THE AUCTION, so please contact Laura Birss with any items you can donate to this wonderful cause. We can use gift cards for gourmet foods or restaurants, vacation homes, tickets to sporting & theatre events, autographed sports memorabilia, artwork, summer camps, blimp & balloon rides, fitness club memberships and anything else you can think of!!!

SCHOOL NEWS

The Life Skill for the month of January is RESPECT.

Children will learn to respect people who show respect to them. The people who are most likely to be respected use a unique combination of being loving and setting limits in firm but caring ways. While children do need constructive feedback, it must come within a relationship of love, support, and sensitivity if it is to motivate good behavior. Children also need limits, but they can be established with kindness and respect.

For example, if a child starts to hit his sister, a parent could react (unhelpfully!) with, "What's wrong with you? Stop hitting your sister you barbarian!" That parent could smack the child. That does not teach respect. On the other hand, if a child starts to hit his sister, we could say to the child, "We never hurt others. Would you like to tell me what is bothering you?" The wise parent sets limits but does it without attacking or insulting the child.

Children will learn to respect people when people who are important to them set an example of respect. Children benefit from seeing us honor people who are examples of values that are important to us. We can regularly express admiration for such people.

It is easy to make fun of people who bother us or are different from us - people from a different country or of a different faith or with different beliefs. Our willingness to show respect for people who are different from us sets an example of respect. This does not mean that we agree with everything that other people believe and do.

In order to teach respect, we must be willing to admit our own imperfections. We apologize to a child when we have been unreasonable. We ask for their forgiveness when we have hurt them.

Respect is the basis for strong relationships and it is the natural result when parents use love and guidance.

Some questions to think about?

Who are some of the people you most respect? What have they done to earn your respect?

What are some of the ways you show respect to your children? (Do you listen respectfully to the things they say? Do you spend time with them? Do you try to honor their preferences?)

What are one or two ways that you can better show respect to your children?

When people claim to be better than they are, we notice their faults more. When people admit their shortcomings, we are more likely to overlook them - especially when we know they are trying to do better. Do you admit shortcomings to your children and ask for their patience and help? For example, you might say, "When I am tired, I sometimes get mad at you easily and am not as kind as I should be. I am trying to get better. I hope you will be patient with me."

Sometimes a parent is wise to let children know of their difficulties. "I am having a bad day. I hope you will give me a little extra room so that I don't say something that hurts your feelings." But a parent should not burden a child with worry for their well-being. "I expect to be feeling better after I have a few minutes to relax."

Taken from the website: http://www.arfamilies.org/family_life/family/parenting/children_respect_others.htm

If you have any questions about helping children to learn about respect please contact the school counselors, Jason Bradeen and Jayme Mahoney.

Lands End Uniform News—Additional Items Added to CAS Uniform Code!

We are happy to announce that we have decided to add some clothing items to our school Uniform Code. These items are optional and must be purchased through Lands' End. The school logo must be on each item. Our Preferred School Number is 900035544.

New items:

Fleece jacket with full zip front and side pockets. Cost is \$29.50. Lower School's color is burgundy. Middle School's color is black. Item # 18872-74U7 - Little Kids. Item # 18872-64U2 - Kids.

Goose down vest, snap front closure and two pockets. Cost is \$25.50. Color for all – Classic Navy.

Item # 32002-54U7 – Little Kids. Item # 32002-64U1 – Kids.

Mandatory Logo Information: Logo number: 0634579K. Price: \$5.50. Lands' End plans to be ready to process orders with this information by Saturday, Jan. 9.



A Note From Our Business Office

16 December 2009

Dear Charles Armstrong School Families:

Charles Armstrong School is a non-profit, independent school completely reliant upon tuition income and other revenue sources such as annual giving and endowment earnings to support its highly skilled faculty and small class sizes. To achieve a diverse student body, the School is committed to providing financial assistance to students whose families cannot afford to pay full tuition. The School seeks students from families willing to use their own resources to make education a top priority.

During the 2009-2010 school year Charles Armstrong School awarded over \$1,000,000 in financial assistance to qualified families. Financial Aid awards are based solely on financial need. Need is defined as the difference between the School's tuition and fees and what a family can reasonably contribute. To determine the fairest family contribution, Charles Armstrong School uses (as do most independent schools) the needs analysis system from School and Student Service for Financial Assistance (SSS) based in Princeton, New Jersey.

All families requesting financial aid must reapply every year. To apply for assistance for the upcoming 2010-2011 school year, the following steps must be completed in a timely manner:

Completely fill out the **Parents' Financial Statement (PFS)** form by **Friday 15 January 2010**, and **submit to SSS**.

- We encourage you to complete and submit your PFS online, visit www.nais.org/financialaid/sss.
- If you prefer to complete it manually and mail to SSS, you may request the necessary form from the CAS Business Office.

After completing the **PFS form on-line or manually**, **make a copy** to submit to the School's Business Office. To secure a spot on the School's financial aid list, please submit the following by **Friday 15 January 2010**:

A **copy** of the **Parents' Financial Statement (PFS)** that was completed on-line or mailed to SSS,

A cover **letter to Charles Armstrong School requesting financial assistance**. Please include the amount of assistance requested, an explanation of major changes, if any, to your expected income for 2010, and a description of any special circumstances you would like the Financial Aid Committee to consider.

Submit the following information to the School's Business Office no later than **Friday 12 March 2010**:

A copy of your **signed** 2009 Tax Returns, Federal and State, including all attachments, and W-2 forms.

Please note your application for financial aid in 2010-2011 will not be processed until your 2009-2010 tuition balance is current.

Submission of required information to the School as outlined in steps two and three should be **mailed or hand-delivered** to my attention in the Charles Armstrong School's Business Office. If you have any questions, please email me at sjohnston@charlesarmstrong.org.

Sincerely,

Sue

Sue

Summer School

It may seem early, but it's actually that time of year! Summer school packets were mailed home last week. A copy of the registration packet is attached to this bulletin. Please keep in mind that class sizes are limited, so you likely want to register early. As a bonus, if you sign up and pay for CAS Summer School and/or Camp Armstrong by March 1, 2010, you can deduct \$50 from your registration fees!

Brown Bag Breakfast With Brendan Pratt

The next Brown Bag Breakfast is on Friday, January 22, 2010 at 8:30am. Brendan Pratt is our guest speaker and he will talk about a very popular topic, "Demystifying the Psych Ed Report." The event will take place in our Multi-Purpose Room. Please RSVP to Laura Birss at lbirss@charlesarmstrong.org by January 19th.



On March 12, 2010 we are planning an LD Simulation in the Multi-Purpose Room. More information will follow, however you may wish to mark your calendars now for this fascinating hands-on demonstration.

The Annual C&E Barthold Award for Distinguished Teaching Service

It is with great pleasure the Trustees of the Charles Armstrong School announce the establishment of the Annual C&E Barthold Award for Distinguished Teaching Service. The purpose of this award is to recognize and reward current members of the faculty who have provided distinguished teaching service to the Charles Armstrong School (CAS), and to encourage their continued affiliation with the school. Candidates include either an individual teacher or a teacher team (2 teachers) and can be nominated by self or by another CAS faculty or staff member.

For purposes of this award, Distinguished Teaching Service is characterized by:

- § Teaching that results in positive student outcomes as evidenced by student progress
- § Unconditional commitment and dedication to the mission, principles and practices of CAS
- § Continued professional development and growth
- § Effective collaboration with colleagues, administration and families of CAS
- § Mentoring/supporting other teachers without being required to do so
- § Evidence of innovative, creative and productive contributions in the development and application of the program
- § Ability to inspire colleagues and students to greater achievement

The most generous gift by Dr. and Mrs. Barthold will provide an award of \$10,000 to the recipient(s) to be presented at the Annual Barthold Award Dinner on April 1, 2010. The recipient(s) will also receive an additional \$2000 in each of the two subsequent years, dependent on continued employment as a faculty member at CAS.

If you'd like to know more about this award, please email Cindy Lopez, Director of Curriculum Development & Teacher Training.



Middle School Dance

Our next Middle School Dance will be on Friday, January 29 from 5:00-7:00pm. It is a mystery theme, so you have to come to the dance to find out what the theme is! Also, one guest per student will be allowed to attend this dance. A guest permission slip must be turned in for any guests to attend. The permission slips are attached to this bulletin and can also be obtained from Mariah Pospisil or Student Services. The guest permission slips must be returned to Student Services no later than Tuesday, January 26.

eScrip News

Please take a moment right now and enroll into the eScrip program. Just click on www.escrip.com. Monthly earnings are in a decline, but this can change radically with your help. We have the potential to earn \$1000+ per month.

Where does the money go? eScrip is an important part of fundraising efforts and it takes no additional purchases on your part. 100% of the eScrip proceeds will be deposited straight into the CAPSO bank and 100% of the eScrip contribution will go right back into the classroom. That's right, your child's teacher could be getting a classroom bonus to spend on our children. Less than half of the current parent population is signed up right now. That means you could enroll today and really kick this program into overdrive. Most of us have children in other schools. That's okay... you can split your eScrip contribution with up to 3 schools.

Naomi Shimizu

Transition News



If you are planning on transitioning your child from CAS this year, please call Debbie Vielbaum at extension 264 to schedule an appointment. If you have questions or need help with the transition process, please call us — we'd be happy to help. The next transition meeting is February 5th at 8:30am. The topic is Alumni Panel.

Letters of Recommendation

Please forward any requests for letters of recommendation to Pat Piper at ppiper@charlesarmstrong.org. Please do not send requests to your classroom teacher.

Parent Conferences

Mid-Year Parent/Teacher Conferences

The conferences are scheduled for the week of Feb. 1-5. There is 12:45/1:00pm dismissal every day that week. Students will be allowed in After School Care free of charge only during the scheduled conference for that child. All the children in a car pool will not be exempted from the charge. We cannot accommodate siblings during the conference. We apologize for any inconvenience. Conference scheduling began on December 16. Contact Rhonda Orr, rorr@charlesarmstrong.org, if you have difficulty in scheduling.

Scheduling Your Parent/Teacher Conferences

See the following instructions for how to schedule your conference.

- 1) Go to CAS website and click on Quickmenu. Scroll to last item and click on: Parent – Teacher Conferences – login
- 2) Fill in: Username – this is your email address & Password. If you have forgotten your password, click and it will be sent to you.
- 3) Click on “Log Me In” after you have filled in both username and password.
- 4) Follow prompts to your student’s classroom number and schedule yourself at any available time.

Note: Be sure to click on the correct classroom for your child. All rooms for each grade level will appear for each child.

Charles Armstrong School continues to GREEN UP!

Starting the week of January 18th, CAS staff and students will begin participation in the business composting collection program offered by our waste collection company, Allied Waste. All on-campus waste will be sorted into compostable and landfill trash. The objective of this program is to reduce the trash stream going into landfills. An Allied Waste community representative has already given the students and staff an explanation of the program at our all school assembly on Tuesday, 1/5. Next week, we will begin practicing how to separate compostable trash from landfill trash. On Friday, 1/15, the 2 yard composting bins will arrive and the week of 1/18 we go LIVE with the program. We expect to divert a major percentage of our school waste from the landfill into the composting program. We will be using this new waste pickup service for real life education on how we can be better stewards of our environment. Waste reduction, recycling, and composting will be consistent topics addressed during school assemblies through the year.



Here is the Allied Waste brochure giving more information on the program: <http://www.rethinkwaste.org/files/content/BFI-Food-Brochure-final.pdf>

To inaugurate participation in this new program, **on Tuesday, 1/19, there will be FREE DRESS for students who wear GREEN!**



Counseling Corner

A New (Year) Perspective

This week we would like to lighten things up a bit by sharing a recent email forward we received. It involves a short quiz:

1. Name the five wealthiest people in the world.
2. Name the last five Heisman trophy winners.
3. Name the last five winners of the Miss America pageant.
4. Name ten people who have won the Nobel or Pulitzer Prize.
5. Name the last half dozen Academy Award winners for best actor and actress.
6. Name the last decade's worth of World Series winners.

Chances are, you had a hard time coming up with the answer to even one of these questions. The point is, none of us remember the headliners of yesterday. These are no second-rate achievers. They are the best in their fields. But the applause dies... awards tarnish... achievements are forgotten... accolades and certificates are buried with their owners.

But now try asking yourself these questions:

1. List a few teachers who aided your journey through school.
2. Name three friends who have helped you through a difficult time.
3. Name five people who have taught you something worthwhile.
4. Think of a few people who have made you feel appreciated and special!!
5. Think of five people you enjoy spending time with.

Easier? The lesson:

The people who make a difference in your life are not the ones with the most credentials, the most money, or the most awards. They simply are the ones who care the most.

As counselors, we would like to encourage you to think about things from this new perspective. The next time you feel the urge to push for achievement, whether for your child or for yourself, take a moment to consider what matters the most in life; Which legacy will you choose to leave behind?

Source: 2001, Fakes, Dennis

5th Grade – Outdoor Ed Trip

There is a **required** informational pre-trip meeting for parents and guardians on **Monday, January 25th from 8:30-9:30am** in the Multi Purpose Room. A representative from Web-of-Life will be present to explain the program and answer your questions. Next week the field trip information packet will be sent home with your child. For your convenience, a digital copy will also be posted to the class web site. Please read through the forthcoming information and return all completed forms to your child's homeroom teacher by **Friday, February 12. The trip is scheduled for February 24 to February 26.** The faculty is looking forward to spending this time exploring nature with the fifth grade class.



Raley's, Bel Air Market and Nob Hill Scrip Programs

Do you shop at Raley's, Bel Air Market or nob Hill? Please contact Susan Horning at sphorning@astound.net and she will mail you a Quality of life scrip card. Already have a Quality of Life card? Please remember to hand it to the cashier each time you shop. Thank you!

Sports News

Boys Basketball—B Team

PLAYOFFS: During the week of Tuesday, January 19-Friday, January 22. Dates/Times TBD.

Boys Basketball—A Team

Helen Chue will be coordinating drivers via e-mail for the boys' A Team basketball games, so please look for communication from her. Their first game is January 27 vs. Sea Crest at Payes Place (595 Industrial Way, San Carlos) at 4:00pm. Below is the schedule of remaining games. All games start at 4:00pm.

Wed, Jan. 27 vs. Sea Crest @ Payes Place, San Carlos

Thurs, Jan. 28 @ Nueva School, Hillsborough

*Tues, Feb. 2 vs. Highlands @ Alma Heights School, Pacifica

*Wed, Feb. 3 vs. Alma Heights @ Payes Place, San Carlos

Wed, Feb. 10 vs. Highlands @ Payes Place, San Carlos

Wed, Feb. 24 @ Nueva School, Hillsborough

Fri, Feb. 26 @ Alma Heights, Pacifica

Mon, Mar. 1 @ Sea Crest (901 Arnold Way, Half Moon Bay

Playoffs: March 8-12, Site/Place TBA

All-Star Game: Week of March 15-18, Site/Place TBA

*Please note that games on Feb. 2 and Feb. 3 are being played on early dismissal dates at 4:00pm (parent-teacher conference days).

Girls Basketball

The girls' basketball team had an exciting win over Nueva on Wednesday. The Cougars clinched a playoff spot for the second year in a row with their 21-12 win! **They will face Wornick in the playoffs next Tuesday, January 19th, at 4 p.m. at Sea Crest School in Half Moon Bay.** Congratulations girls!

5th Grade Boys Basketball

We are still waiting for teams to play us. Once this is completed we will send out a schedule and begin practicing.

Wrestling & Soccer

Sign-ups will take place over the next two weeks. More details on both sports will be included in next week's bulletin.



Have Important CAS News?

Then have it posted in the Weekly Bulletin! Please e-mail your submission to aforan@charlesarmstrong.org by noon on Wednesday if you would like it to be included in that Friday's bulletin.



CHARLES ARMSTRONG SCHOOL - 1405 SOLANA DRIVE
BELMONT, CA 94002 Phone:650.592.7570

www.charlesarmstrong.org

Charles Armstrong School



WE NEED YOUR HELP!

Our Annual Community Fundraiser is right around the corner! It will be held at the Exploratorium in San Francisco on Saturday, February 27th, 2010

- Online auction opens February 5th.
- We need additional items to auction!
- Please ask friends or businesses you frequent to contribute to our cause.
- All donations may be tax deductible and monies raised benefit our students.
- We are enclosing donation forms for your use.

AUCTION WISHLIST

Sporting Tickets and Events

Baseball, basketball, football, hockey tickets	Rounds of Golf
Signed Sporting Memorabilia	Skiing/Tennis
Car Racing	Sailing

Getaways, Restaurants, Outings & Other Goods

Weekend Homes	Spas
Gift Certificates to Hotels or Inns	Air miles/Airline Tickets
Restaurants	Tickets-Theater/Shows
Gourmet dinners, wine tastings	Fun Day Outings, Picnics
Store Gift Certificates	Jewelry
Professional Services	Balloon/Blimp Rides

PLEASE BRING OR SEND DONATIONS TO LAURA BIRSS IN BC ROOM 5.

If you would like more forms, we can send to you via email, or if you have any questions at all, please contact Laura Birss at lbirss@charlesarmstrong.org or (650) 592-7570 ext. 268.



The CAS Brown Bag Breakfast



Dr. Brendan Pratt

Friday, January 22nd at 8:30 – 9:45 am
CAS Multi-Purpose Room

DeMystifying the Psych Ed Report

Parents often have their children undergo comprehensive educational or psychological evaluations, but they may be left wondering what it all means and what they can do about it. Dr. Pratt will explain how to understand the results of an evaluation and how to translate those results into an effective educational plan. He also will be available to answer questions from parents.

Dr. Pratt is a licensed psychologist who specializes in psychological evaluations, educational advocacy and school placement assistance. He is the past president of the Santa Clara County Psychological Association and has been on the Board of Directors of the California Psychological Association. He also co-authored the book, *Parents' Guide to School Selection in San Mateo and Santa Clara Counties*.

Brendan Pratt, Ph.D.

Licensed Psychologist PSY17794

www.prattcenter.com

brendan@prattcenter.com

Please send your RSVP to Laura Birss,

lbirss@charlesarmstrong.org by 1/15/10 to reserve your space!

Laura Kastner, Ph.D.

Two Terrific Talks on Adolescents

Navigating the Emotions of Tweens & Teens



Tuesday, Jan. 26, 7pm
Harker Upper School
500 Saratoga Avenue
San Jose

Thursday, Jan. 28, 7pm
Crystal Springs Uplands
400 Uplands Drive
Hillsborough

Dr. Laura Kastner is a lively, insightful speaker with a gift for understanding the adolescent mind. A therapist and clinical associate professor at the University of Washington, she co-authored *Getting to Calm: 14 Cool-Headed Strategies for Parenting Teens and Tweens*. She'll offer you a toolbox of practical skills for managing the emotional ups and downs of adolescence, setting effective limits and keeping your child close and safe during these wonderful, yet challenging years.

Parenting Teens for College & Beyond

Wednesday, Jan 27, 7pm
Woodside Priory School
302 Portola Road
Portola Valley

You've dreamed of your child going to college and becoming independent, but are you really prepared for the "launching years" – those critical years of parenting from late high school into early college? Dr. Kastner, co-author of *The Launching Years*, will use wit and wisdom to walk you through the predictable highs and lows of this misunderstood transition. She'll explain how to strike the right balance between *letting go* and *holding on*, offering advice about how to nurture self-reliance, how to keep open channels of communication and how to maintain a healthy, supportive connection with your child in college and beyond.

All Common Ground Speaker Series events are free of charge to the parents, faculty and staff of our member schools. Non-member guests are welcome to attend for \$20 at the door. Light refreshments are offered 30 minutes prior to each event and books are available for purchase in cooperation with Kepler's Bookstore. See our website for directions to venues and more information about the Series.

www.commongroundspeakerseries.org



GUEST PERMISSION to attend Charles Armstrong School Event

CAS Student Information:

CAS Student Name _____ Grade _____

Parent/Guardian Phone _____

I understand that I may bring an approved guest to _____
Dance/Event

I am aware that my guest must **arrive and leave the event with me**. I understand that I am responsible and accountable for my guest's dress, conduct and behavior, which must be in keeping with all CAS guidelines. I also understand that this permission is revocable at any time should a school official deem it necessary.

THIS SLIP MUST BE SIGNED AND TURNED IN TO STUDENT SERVICES BY TUESDAY, JANUARY 26! GUESTS MUST BRING A VALID I.D. WITH THEM TO THE DANCE.

CAS Student's Signature Date

Guest Information:

**Guest must be either a middle school student or a freshman in high school.*

Guest Name _____ Date of Birth _____

Guest Attends _____ ID# _____
School

Guest's Parent/Guardian Name _____

Home Phone _____ Cell Phone _____

To be completed by an administrator from guest's school:

I verify that the above named person is currently a student in good standing.
(Please attach business card to this permission slip. Thank you!)

Name Title: Principal, Assistant Principal or Dean

Signature Date