

CHARLES ARMSTRONG SCHOOL WEEKLY BULLETIN

SEPTEMBER 12, 2008

THE LIFE SKILL FOR THE MONTH OF SEPTEMBER IS KINDNESS

IMPORTANT DATES

• September 19	Transition Meeting, 8:30-9:45am	Charles Armstrong School
• September 22	Lower School Back To School Night, 5:00-7:00pm	Charles Armstrong School
• September 24	Lifetouch Picture Day	Charles Armstrong School
• September 24	Middle School Back To School Night, 5:00-7:00pm	Charles Armstrong School
• September 26	Free Dress Day	Charles Armstrong School
• October 3	New Parent Meeting, 8:30-9:45am	Charles Armstrong School
• October 5	Community Picnic, 12-2pm	Menlo College, Atherton

BACK-TO-SCHOOL NIGHT

We look forward to seeing all parents at Back-to-School Night. This evening is for PARENTS ONLY.

Lower School Night is on Monday, September 22nd from 5:00-7:00pm.

Middle School Night is on Wednesday, September 24th from 5:00-7:00pm.

On both Back-to-School Nights we are offering PowerSchool and Fluency training.

Power School training: 5:00-5:15pm (*Library*)

Fluency training: 5:15-5:30pm (*Multi*)



REMINDER: Please do not park on Solana Drive or any neighboring streets!

COMMUNITY INFORMATION MEETINGS

Both the Lower School and Middle School community information meetings were a huge success! Many of you wrote questions to the administrators of CAS on index cards at the meeting. Look for answers to your questions in the next weekly bulletin

PARENT REMINDERS

- Call in student absences to 650-592-7570 x400.
- Be sure ALL required forms have been turned in.
- Immunization forms are required by law – be sure yours has been turned in.
- Check the CAS website for the School Bulletin and Calendar on a weekly basis (Bulletin is posted on Friday afternoon).
- Drop off students in the turn-around (1st driveway), **not** on Solana Drive or upper parking lot (2nd drive).
- Have students prepared to exit the vehicle with backpacks in hand.
- Do not use cell phones while entering, driving, or exiting the school at any time.
- Stay in or by your car during pick-up and allow more time on Tuesdays for all school dismissals (1 pm).
- Schedule play dates the evening before and not during the school day.
- RSVP to all requests by the published due date.
- E-mail rather than voicemail.
- Check student uniform before leaving for school.
- Put student names on clothing.

DROP OFF PROCEDURES

In order to get the school day off to a timely start, we'd like to remind you of drop off procedures.

Drop off children by driving through the drop off circle following the direction of CAS traffic attendants. If you have business on campus, please drive through the gate and park in the designated areas of the upper lot. A traffic attendant will direct you.

WE ASK THAT YOU DO NOT GO TO THE CLASSROOMS RIGHT BEFORE THE START OR END OF THE SCHOOL DAY.

The teachers are focused on the children and the daily routine. If you need to speak with a teacher, please email or call them to set up a meeting time. We appreciate your cooperation; it really helps ensure a smooth beginning and end to the school day.

SCHOOL NEWS

Life Skill for September - Kindness

“Kindness is the language which the deaf can hear and the blind can see.” ~Mark Twain

The life skill of the month for September is Kindness. As new students and families join the Armstrong community, it is a perfect fit. If you are a returning student or family, please make an effort to introduce yourself to new students and families and welcome them to CAS. We are very lucky to have a community that values kindness and strives to make sure that we are not only educating our students in the area of academics, but also help to teach the importance of being a thoughtful and kind person.

Kindness takes many, many shapes and during the month we will be highlighting this during assemblies, in our resiliency curriculum, and on a daily basis on the playground and in the classroom.

Learning Lab

Information about the new and improved Learning Lab After School Program is now available on our website! Go to www.charlesarmstrong.org/academics/learninglab.php for more info.

Team Teaching

To support the teaming initiative at CAS, we ask that when you send an e-mail to your child's teacher that you include all the teachers in your child's classroom. You can get their names from the class placement list mailed to you this summer. To email a teacher, use the first initial and full last name, followed by @charlesarmstrong.org – i.e. Susan Smith's email address would be ssmith@charlesarmstrong.org.

Girls' Group

CAS counselor, Jayme Mahoney, will be heading up two girls' groups beginning the week of September 15th. The groups will consist of voluntary participants from 7th and 8th grade who will meet once a week, during lunch/recess time. The purpose of these groups is to facilitate a safe arena in which the girls can speak honestly about issues they are facing on both intra- and inter-personal levels. Communication, empathic and emotional expression, conflict-resolution and several other skills will be practiced as they naturally surface within the group dynamic. Special attention will also be given to self-care and self-esteem.

After-School Care

The After School Care coordinator is Lauren Kelly. She can be reached at 650-391-8593 and is located in the library. The hours are 3:00-5:30 on M-W, Th & F) and 1:00-5:30 on Tuesdays.

The Lunch Planner – Hot Lunch Program

Contact the Lunch Planner directly if you have any questions regarding the hot lunch program at CAS. They can be reached at 650-286-1844 (between 8:00-2:00) or info@thelunchplanner.com.

Top Five Ways to Help Ease CAS Morning Commute Traffic Congestion:

5. Set up a carpool with other parents!
4. Plan to arrive at school as early as 7:45am. There is no charge for before-school care if you arrive at 7:45am, and you avoid the Carlmont and Notre Dame High School traffic congestion as a bonus! If all of our families arrive between 8:00am-8:10am, traffic backs up on the surrounding streets, causing inconvenience to our neighbors, jeopardizing our Conditional Use Permit to operate our school, and causing your children to be tardy. Spreading out morning arrivals does traffic congestion a world of good!
3. Make sure your children are ready to leave your car immediately at drop off... i.e., shoes on, backpacks and lunches ready, etc.
2. Use your turn signals turning onto Solana Drive from Chula Vista and again turning from Chula Vista into our parking lot. Turn off your cell phones any and every time you drive on the CAS campus.
1. Set up a carpool with other parents! (We list this suggestion twice because it makes such a huge difference.)

Address / Phone / Email Changes – Reminder

Please notify Pat Piper, ppiper@charlesarmstrong.org in Student Services of any changes in your address, phone numbers, and email addresses.

Uniform Bank Needs Help!

ALL PARENTS, please drop off any “gently-used,” clean uniform items at Student Services whenever you have the chance. MIDDLE SCHOOL PARENTS, we need your help. Can you volunteer to put out and put away the Uniform Bank for the evening meeting on Sept. 24th. If so, please contact Mary Rose Theis, Uniform Bank Chair, mrtheis@gmail.com or 650-559-8080. Thanks in advance for your support.

New Parents

New families, this is a reminder to send in your child's STAR results from previous schools. Also, we need a current family picture for each family, so if you haven't sent one in, please do so ASAP.

Sport Teams

The sport teams will be organized and starting practices and games soon. Coach Smith will distribute the sign-up sheets for street hockey to grades 4 & 5 during PE. Flag football, girls volleyball and cross country are part of our elective program for middle school students, who must sign up for that elective if they want to be on the teams.

MIDDLE SCHOOL NEWS

PowerSchool/Grades

No grades are posted yet. Please check at the end of next week.

8th Grade Outdoor Education

Permission Slips for the 8th Grade Ropes Course & River Rafting field trip must be turned in by Friday, September 12th, to Student Services. We are excited about this trip!

Middle School Electives

Monday, September 15th is the first day of middle school electives. We do our best to honor your child's requests, but due to class size their first choice may not be available.

Middle School Sweatshirts

Please return all order forms and checks for Middle School Sweatshirts – due date is Monday, Sept. 15th. We keep only a small supply at school during the year, so you need to be aware that additional sweatshirts in all sizes are not always available. Another order will not be placed until spring.



TRANSITION INFORMATION

Transition Meeting - Next Friday!

The first transition meeting of the school year will be held on Friday, September 19 - from 8:30-9:45am. This meeting will be a basic overview of the transition process and information for the upcoming year.

Please RSVP to Nicole Salacain, nsalacain@charlesarmstrong.org if you plan to attend so that we may have enough hand-outs.

PARENT EDUCATION

Helping Your Child with Organization and Study Skills

“Just as a carpenter needs the right tools (such as a saw and hammer) and basic skills (such as how to measure and cut wood) to frame a house, students need the right tools (such as notebooks and assignment pads) and basic study skills (such as reading and note-taking skills) to be successful in school.

We all know students who finish college with no formal study skills training. These students have problem-solving abilities which enable them to develop independently organization and study strategies. They can create their own systems for organizing, processing, and comprehending what they read or hear in class; planning homework and long-term assignments; studying for tests; and determining effective test-taking strategies.

Other students, however --- particularly those with learning disabilities --- need direct, systematic instruction to develop these skills. Learning disabilities related to reading, spelling, and writing skills; concrete or abstract organization skills; short- or long-term memory; or attention controls affect certain students' ability to self-design and independently apply study strategies. These students can learn study skills, but they need specific instruction and sufficient practice to do so.”

Read this article and more at: <http://www.ldonline.org/article/5884>

WELCOME NEW 2008-2009 CAS FACULTY MEMBERS!

Kate Agolia is coming to CAS to teach 4th grade this year. She received both her Master's Degree (in literature) and her Bachelors of Arts (in literature) from Mills College in Oakland. She has taught reading programs and ESL, and has also done individual tutoring work with K-12 students for the last 6 ½ years.

Monica David is our new 7th grade teacher. She joins us from KIPP San Francisco Bay Academy, where she spent three years teaching seventh grade English Language Arts. Prior to this, she taught several years of elementary and middle school in Houston, TX, and English as a Foreign Language in her native town of Brasov, Romania. Monica received her M.S. in Cultural Anthropology from Babes-Bolyai University, and her B.A. in English and Romanian from Transylvania University, both located in legendary Transylvania, Romania.

Daniel DeLuca is our 4th grade Teacher-in-Training this year. He was a Teacher in Training for 5th grade last year. Daniel was also an assistant teacher for science during the 2005-2006 school year, and worked at CAS in the summer school program from 2002-2005. This year Daniel will be pursuing his teacher certification credential in Special Education.

Myra Gillet is a California multi-subject credential teacher with a GLAD from Cal State University. She has 8 years of experience as an elementary teacher and hold additional training in the area of dyslexia. Myra's volunteer and work experience includes teaching and tutoring dyslexic and second language learners. She graduated from San Jose State and received her Bachelors of Science in Graphic Design.

Nancy Kelly is returning after a year's absence from CAS. She was a small group instructor for elementary grades for two years. Nancy received her BA and elementary teaching credential from Lone Mountain College in San Francisco. She taught for 5 years in the city and on the peninsula. After raising her children and pursuing other endeavors she returned to teaching and is happy to be back with us.

Theresa Judge Laver joins us this year as a 5th and 7th grade math teacher and will become our Middle School Math Specialist. Theresa earned her BS in Chemical Engineering from the University of California at Santa Barbara, and her MBA from Santa Clara University. She expects to receive her Master of Arts, Education Specialist, from Notre Dame de Namur University in May of 2009.

Jayme Mahoney will work as a counselor at CAS. She received her Master's Degree in Counseling Psychology from JFK University, and has a Bachelor's Degree from Loyola College in Baltimore. Jayme recently worked at local elementary school helping children with learning disabilities and emotional stressors. Jayme was also a therapist for families, couples, and children at the JFK Community Counseling Center. She moved here from Maryland several years ago. Jayme enjoys being outdoors, especially playing snow and water sports.

Cheryl Maslow is our 1st grade Teacher-in-Training. She was hired last fall to start her training in lower school. Cheryl has a BS in Psychology from Hamilton College in NY, her MS in Educational Counseling from California State University in Long Beach, CA, has taken courses in Educational Therapy from UC Santa Cruz Extension Program. She will be pursuing her teacher certification credential in Special Education in the coming year. Cheryl has taught counseling and communication classes at the college and professional level, been a substitute teacher in both the San Mateo/Foster City and Belmont school districts, and most recently gained experience in behavior management and Applied Behavioral Analysis (ABA) therapy.

Daniel Meyer is our new science teacher. He is originally from New York state and received his degree in Wildlife Biology with a minor in Environmental Education from The New York State College of Environmental Science and Forestry at Syracuse. Danny loves the sciences especially ecology and biology. He spent 21 years teaching 7th and 8th grade science at Hamlin School in San Francisco. For the past two years Danny was the Coordinator of Outdoor Education and well as Director of Transportation at Brandeis Hillel School in S.F. He has completed a Masters Degree in Non Profit Administration at the University of San Francisco.

Victor Veal is our 7th grade Teacher-in-Training. For the past two years, Victor has been coaching various sports teams and was hired as a full time Teacher-in-Training in early 2008. He has a BA in psychology, completed the courses for his MS in Clinical psychology from San Francisco State University. A Bay Area native, Victor has worked as a child and family therapist, a school psychologist, and a personal fitness trainer. He also enjoys coaching a variety of sports here at CAS. Victor will be pursuing his teacher certification credential in Special Education in the coming year.

Lisa Woody is returning to her 6th grade teaching position. She was on a leave-of-absence during half of last year to attend to a family emergency. She joined CAS in the 2006-2007 school year. Lisa came to us from Washington, D.C. where she spent five years teaching elementary and middle school students with learning differences. She received her Masters in Arts Degree in Education and Human Development from George Washington University. She also has her Learning Disabilities/K-12 grade certification from the District of Columbia.



Dear Parents,

Building community is a huge challenge at CAS, and one that we take very seriously. To build community appropriately, we have important information to provide to you, and want to be sure each family receives it. Therefore, we need and expect you to attend two meetings in September as follows:

If you are in Lower School:

COMMUNITY INFORMATION MEETING:

- Thursday, September 11th, 8:30-10:00 a.m. in the multi (Only 1 parent need attend)
- Make Up Community Information Meeting: Tuesday, October 7th, 8:30-10:00 a.m.

BACK TO SCHOOL NIGHT

- Monday, September 22, 5:00-7:00 p.m. (only 1 parent need attend, no students, please).

If you are in Middle School:

COMMUNITY INFORMATION MEETING:

- Friday, September 12th, 8:30- 10:00 a.m. in the multi (Only 1 parent need attend).
- Make Up Community Information Meeting: Tuesday, October 7th, 8:30-10:00 a.m.

BACK TO SCHOOL NIGHT

Middle School: Wednesday, September 24th, 5:00-7:00 p.m. (only 1 parent need attend, no students, please)

AGENDAS

Community Information Meeting

- Community Communications
- CAS Fundraising Program
- Business Office Procedures
- Family Handbook Homework Policy
- Family Handbook CUP Policy
- Website Overview

Back To School Night

- 5:00 Power School training in multi
- 5:15 Fluency Training in multi
- 5:30 Go to Classrooms

I appreciate everyone's cooperation on this and look forward to seeing you at these meetings.

My Best,

Rosalie Whitlock

Rosalie Whitlock Ph.D.

BEST PRACTICES FOR SUCCESSFUL PARTNERSHIPS

At the best of times, communication and dissemination of information can be difficult in a school setting.

Out of respect for your time and the time of CAS faculty and staff, we are asking that everyone observe the following communication methods:

<i>UNDERSTANDING AND RESPECT FOR PARENT'S QUESTIONS AND CONCERNS</i>	<i>READ WEEKLY BULLETIN COMPLETELY EVERY FRIDAY</i>
<i>COMMUNICATE THOROUGHLY AND IN A TIMELY MANNER</i>	<i>RSVP IN A TIMELY FASHION TO ALL EVENT AND MEETING INVITATIONS</i>
<i>ACKNOWLEDGE EMAIL COMMUNICATIONS WITHIN 24 HOURS</i>	<i>KEEP EMAILS TO FACULTY AND STAFF SIMPLE AND CONCISE - PERHAPS BULLET METHOD</i>
<i>SPEAK RESPECTFULLY TO AND ABOUT ALL CHILDREN, PARENTS, FACULTY & STAFF</i>	<i>DO MAKE APPOINTMENTS - DO NOT INTERRUPT CLASS INSTRUCTION OR MEETINGS</i>

***C
O
M
M
U
N
I
T
Y***

Charles Armstrong School Community Picnic

Come One, Come All!
Let's celebrate fall and
the 40th year of CAS!

Help us kick off our 40th year celebration and
get to know new and returning CAS families.

This is a fun-filled day for the entire family, which
includes many activities, such as face-painting,
cider-making, Astro-Jump, volleyball and more!

Bring a blanket or a chair and we
will see you there!

October 5, 2008 - 12:00 - 2:00pm
Menlo College - 1000 El Camino Real, Atherton

Registration Form

Please send your completed registration form and payment to: Charles Armstrong School, Attn: Laura Birss,
1405 Solana Drive, Belmont, CA 94002. **Questions?** E-mail lbirss@charlesarmstrong.org, or call 650.592.7570 ext. 268.

Name	QTY	Price	Method of Payment	
Address		Box Lunch \$12.00	<input type="checkbox"/> Check	
		Vegetarian \$12.00	<input type="checkbox"/> Money Order	
			<input type="checkbox"/> Credit Card	
Phone		Total: _____	Credit Card # _____	Exp. date _____
			Signature _____	3-digit CIV # _____

Registration must be received by September 23, 2008.