

Bostonia Language Academy

A California Distinguished School

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Dear Bostonia Language Academy Parent,

On behalf of our entire staff, we would like to welcome our new kindergarten students and our returning students! It is with great honor and much enthusiasm that we receive the 2018-2019 school year. This promises to be a school year filled with rich opportunities, a year of engaging, meaningful and rigorous work in our classrooms, combined with special events certain to encourage our Lobos to be involved and feel connected!

The beginning of school is an exciting time in the lives of all children. If your child is like most children, he/she will come to school with a natural desire to learn, a healthy amount of energy, and possibly a bit of anxiety brought on by the change in his/her routine. We see these as opportunities to help children mature, become independent, and to learn to manage change in a supportive environment.

Thank you for preparing your child for the start of the school year! Below please find some important notes and reminders to keep in mind. Let's make the start of this school year a successful one:

- Talk positively about school and the wonderful opportunity to learn three languages!
- Encourage your child to ask questions. We know that informed children are confident children. Have the expectation that children always speak and answer questions in complete sentences.
- Familiarize your child with his/her new school and surroundings. Arrange to take your child on a tour of the school before his/her first day. Make sure your child has a clear idea of how you'll get him/her to and from school. Teachers will go over the curriculum at "Back to School Night" (date to be announced). We will also have a "Parent Teacher Association Meet and Greet" day, on Tuesday, August 21st from 3:30 to 6:00 pm. Class lists will be posted on this day starting at 3:00 pm in the front of the school. The first day of school is Wednesday, August 22nd. During the first three days of school (August 22-24) Transitional Kindergarten and Kindergarten students will be dismissed at 1:00 pm.
- Being well rested is very important. Attending school is a physically exhausting experience for most young children- especially when learning three languages! During the first few days of school, put your child to bed a little earlier than usual. Once the routine is established you may adjust bedtime to meet your child's needs.
- At least one week prior to school start practicing your morning routine of getting up early, having breakfast, and allowing enough time to arrive at school on time. This practice will avoid putting the family through the hurried/stressful morning rush. Our first bell rings at

7:55 a.m. Instruction begins at 8:00. The earliest a child may arrive at school is 7:30 a.m for breakfast.

- Breakfast and lunch are served at school. Every child must eat lunch. Students may take a school lunch or bring their own lunch in a lunch box with their name on it. Make sure your child knows their lunch eating plans.
- Tuesday-Friday all grades are dismissed at 2:00. Every Monday is a one hour early dismissal day (1:00 pm) due to staff development and instructional planning.
- Prioritize a little time after school to talk about your child's day. Right after school, if possible, look over anything he/she brought home from school. Discuss any school work, and offer encouragement and praise.
- If your child expresses concern about something which you feel needs more explanation, call us at 619-588-3121 and leave a message for the teacher. Communication and cooperation between parents and school is essential to promoting a good learning environment.
- Practice Reading every day for at least 20 minutes! Daily practice is a key factor for fluency and comprehension. Daily practice also gives children exposure to new vocabulary and more complex sentence structures that help with their speaking and writing skills.
- Find ways to be involved with our Parent Teacher Association (PTA).

We extend a special, yearlong invitation to our families to join us at school activities and events whenever possible. We value parent involvement and support in children's education! Your active participation is key to the success of our young Lobos. We encourage you to *stay in the know* about your child's studies, assignments, assessments, and school activities, as well as other events and happenings.

Please be sure to check your child's backpack as well as the Bostonia Language Academy's website, <https://www.cajonvalley.net/bostonia> for notices and updates. We hope that you find our website informative, details on important events and activities are included in our electronic calendar and uploaded to our website. Additionally, we have a Twitter account (@BosLangAcademy) that is used to celebrate student learning, and to send out updates and announcements throughout the school year.

Again, we welcome you to Bostonia Language Academy- our wonderful learning community. We are a school community where parents, teachers and students care for each other and strive to build positive relationships that support social and academic growth. Our school is a place alive with much *energy, enthusiasm, and a high standard of excellence!* We are delighted to have your child at Bostonia Language Academy for the 2018-2019 school year. Our staff looks forward to working with you and doing our best to ensure your child has a great school experience!

Warm Regards,

Izela Jacobo, Principal

2018-2019

Beginning of the School Year

Important Information



LANGUAGE ACADEMY
ACADEMIA DE LENGUAJES

- **SAFETY & SECURITY:** All visitors will be required to comply with security measures established by the school district. Identification will be requested of parents/guardians who are picking up students from the front office. Parents/guardians who want to gain access to school grounds will be required to register with the Raptor Visitor Management System. You will initially be asked to present a valid driver's license or identification card from any state. Certain documents from other countries may be scanned as well. This will only need to be done once, then visitors/volunteers will simply log into the Kiosk computer when entering the school campus.

- **MORNING PROCEDURES: Doors open for breakfast at 7:30 am, school begins at 8:00 am.** In order to ensure a productive start to the day and maximize learning time, if your child is having breakfast, please arrive to school between 7:30-7:35 am.
 - **Students in Grades TK through 5** will report directly to the cafeteria where they will be greeted by our classroom aides each day. We ask that all students who plan to eat breakfast arrive between 7:30 and 7:35 am. Breakfast will be served until 7:50 am. By 7:55, students will walk to their classrooms under the supervision of teachers on duty and classroom aides to begin instruction for the day.
 - **Late students:** Students in all grades that arrive after 8:05 am must stop by the office to receive a late pass and will be marked late by their teacher. All parents will be required to sign in to the Raptor System.

- **AFTERNOON PROCEDURES:** School is dismissed at 2:00 pm each day, with 1:00 pm dismissal each Monday.
 - **Tk-KG students** will meet their families outside of their classroom. We ask that all parents notify (and sign out) their child's teacher when they pick up their child.
 - **1st-5th Grade students who walk** will need to inform the office and complete the required form.
 - **1st-5th Grade students who are picked up** will meet their families at the front of the school.
 - **1st-5th Grade students who are picked up by car** will wait at the curb at the front of the school.
 - **Students who take the bus** will meet on the east side of the Library, and wait for the designated staff person who will escort them to their bus.

- **DROP-OFF/PICK-UP PROCEDURES:** If you are driving to school, please plan to arrive early, parking is limited. Help us keep everyone safe, by following the directions of our staff on duty. For student drop-off and pick-up, please drive up to the curb using both lanes.

Please be mindful of the traffic and all our students. We do not have staff at the entrance/exit of the school to monitor that drivers and pedestrians adhere to safety regulations, please help us all be safe by adhering to driving regulations. All TK and KG students must be walked to their assigned meeting place (TK-KG playground) in the morning; all TK and KG students must be signed out and picked up in their classrooms at dismissal time. If you are driving to school, do not block the entrance to the parking lot, TK and KG parents need to park to drop off and pick up their students.

- **FIRST DAY OF SCHOOL:** When you arrive on Wednesday, August 22nd, 1st-5th grade students will meet their teacher at their respective spot at the blacktop located at the east side of campus. Each class number is painted on the wall for easy identification. TK-KG students and parents will meet their teachers at their designated area in the TK-KG playground (students MAY NOT use the play structure). When the bell rings, teachers will take their class to the classroom. Please help us reduce traffic congestion and confusion by saying goodbye to your 1st-5th grade child at the gate or the lineup area. We will follow this same protocol until further notice. Students NOT having breakfast in the cafeteria are not to be on campus until 7:45 am when the main school gate opens. When the main gate opens, students NOT having breakfast will proceed to their assigned area to line up.
 - 1st-5th Grade- lower grades blacktop area
 - TK and KG students will line up in the KG playground area
- **FREE BREAKFAST AND LUNCH PROGRAM:** Your child may bring a snack and lunch; however, breakfast and lunch are provided and are available to all students at no charge. Breakfast will be served in the cafeteria from 7:30-7:49 am ONLY. We ask that TK-KG parents, as well as parents of new students having breakfast at school, walk their student to the cafeteria. Students will eat their breakfast at the lunch tables. All students must finish their breakfast by 7:50 am in order to be ready to begin their school day at 7:55 am. At 7:50 am, all students must proceed to line up at their designated areas:
 - 1st-5th grade Teachers will pick up their classroom line at the lower grades blacktop area (same as last year).

NOTE: Students NOT having breakfast are not to be on campus until 7:45 am when the main school gate opens. When the main gate opens, students NOT having breakfast will proceed to their assigned area to line up.

- 1st-5th Grade- lower grades blacktop area
- TK and KG students will line up in the KG playground area

A menu will be available at the beginning of every month on the website or in the front office.

- **TK-KG PARENT ORIENTATION:** Transitional Kindergarten and Kindergarten parents please join us for a short TK-KG Parent Orientation Meeting in assigned classrooms on Tuesday, August 21st from 4:30 - 5:30 pm. During this very short meeting will go over important school routines and procedures for arrival and dismissal. The primary purpose for this meeting is to have you visit our site prior to the first day of school so you and your child feel more comfortable on August 22nd, our first day of school. If you are not available to attend this meeting, please don't worry. The information shared during the meeting will

also be posted on our school's website (<http://www.cajonvalley.net/bostonia>) under the TK and KG grade level pages.

- **STUDENT PLACEMENT:** A great deal of time, effort and thought has gone into the process of student placement. Our class lists are structured to provide equitable class sizes at each grade level. Moving students is difficult without causing imbalances and inequities. ALL of our staff works hard to make school a positive experience for ALL students. Thank you for understanding that it can take a few weeks for a child to acclimate to a new grade, peer group and teacher.
- **SCHOOL HANDBOOK:** With school safety, student learning, and teacher/family communication as our highest priorities, we have revised the Student-Parent School Handbook so that it lays out the policies and the procedures that we will follow during the 2018-2019 school year. The school handbook will be issued out soon after school resumes.
- **PARENT AND TEACHER ASSOCIATION (PTA):** Bostonia Language Academy PTA will meet regularly throughout this school year to discuss ways to support school events and initiatives, as well as to plan events and fundraisers that will engage our entire school community. We welcome all parents who are interested in participating!
- **PTA SOCIAL- MEET AND GREET- WELCOME BACK TO SCHOOL EVENT!**
All families are invited to participate in our first PTA event of the school year! The *Meet and Greet Welcome Back to School* event sponsored by our PTA on Tuesday, August 21st from 3:30-6:00 pm at the front of the school. Please look for the PTA flyer for more information. Join us as we mingle and catch-up with old friends and meet new friends! This is NOT an event to meet your new teacher; parents are responsible for their children's supervision.
- **EXTENDED DAY PROGRAM (BEFORE AND AFTER SCHOOL):**
 - The Extended Day Program is offered for all students in K through 5th Grade, starting on Wednesday, August 22nd. Enrollment is processed at the District Office, for additional information call the Extended Day Program (619) 590-2789.
- **TRANSPORTATION:** For information regarding transportation services, please call the district's Transportation Office at (619) 590-3177.