August 12, 2015

Dear Sunnycrest Kindergarten Families,

Welcome to Sunnycrest Elementary School, home of the Screamin' Eagles! Kindergarten is truly a milestone for both children and parents, and I am very, very excited to work closely with you during the 2015-2016 school year.

Our kindergarten classrooms are warm and welcoming; they will provide an optimal and creative learning environment for your child. Along with our beautiful building, we have five excellent kindergarten teachers: Mrs. Carter and Ms. O'Hara, our full-day kindergarten teachers, and Mrs. Chase, Mrs. Sewald, and Ms. West, our ½ day kindergarten teachers. All five bring incredible amounts of kindness, patience, and dedication to their classrooms, and all five are absolutely remarkable kindergarten teachers!

My Child’s Teacher
I know many of you have been patiently awaiting pertinent information regarding the upcoming school year; on the last page of this letter, you will find: the name of your child’s teacher and the session (Full-day, AM or PM) he/she will attend. Please know that kindergarten schedules and teacher assignments change, and it is possible that between now and the first day of school, or after the beginning of the school year, this information could change (In 2013, we added a kindergarten session after winter break!). In the event that teaching assignments change, or your AM or PM designation changes, we will contact you. Often, parents prefer AM or PM sessions to accommodate work/daycare schedules. If you are able to provide daily transportation, it might be possible to change your child’s AM or PM designation. Please let me know, and we will do our best to accommodate your request.

Transportation: Search bus routes and school boundaries online!
Sometime in late August, the district will share information on E-LINK, an online mapping tool, accessible through the district's homepage. E-LINK allows families to enter their home address to find attendance area school, bus number, nearest bus stop and pick-up and drop-off times. Bus routes will no longer be printed in the back-to-school issue of Lake Schools. Families who have registered for Family Access in Skyward will receive an email once E-LINK is available.

In order to make certain that we have correct routes established, we must be informed of any recent daycare/childcare arrangements that changed over the summer; please let us know if this is the case. Also, kindergarten students will not be dropped off unless there is a parent or guardian at the bus stop to receive his/her child. Please also note that busses will be arriving much later than expected during the first few days of school as routes and
times are refined. Questions specific to transportation should be directed to our transportation department at 425-335-1508.

**Early Release Fridays**
Please know that every Friday, your child's day will end earlier than on Mondays-Thursdays (PM kindergartners' day will also begin earlier); please use the following table to determine when your child's day both begins and ends.

<table>
<thead>
<tr>
<th>Kindergarten Session</th>
<th>Day of Week</th>
<th>Start Time</th>
<th>End Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-Day Kindergarten</td>
<td>Monday-Thursday</td>
<td>9:20</td>
<td>3:35</td>
</tr>
<tr>
<td>Full Day Kindergarten</td>
<td>Friday</td>
<td>9:20</td>
<td>2:10</td>
</tr>
<tr>
<td>AM Kindergarten</td>
<td>Monday-Thursday</td>
<td>9:20</td>
<td>12:00</td>
</tr>
<tr>
<td>AM Kindergarten</td>
<td>Friday</td>
<td>9:20</td>
<td>11:20</td>
</tr>
<tr>
<td>PM Kindergarten</td>
<td>Monday-Thursday</td>
<td>12:50</td>
<td>3:35</td>
</tr>
<tr>
<td>PM Kindergarten</td>
<td>Friday</td>
<td>12:10</td>
<td>2:10</td>
</tr>
</tbody>
</table>

**Kindergarten Open House/BBQ**
I want to invite all of you to our Kindergarten Open House/BBQ on Thursday, August 27 (see attached flyer). Please come and tour your child's building, say hello to the dedicated Sunnycrest staff, drop off your child's school supplies, and take home a small gift. We look forward to seeing you on Thursday, August 27!

We recognize that some families will not be able to attend the Kindergarten Open House/BBQ. Although kindergarten teachers will not be available at our open house for students in grades 1-5 on Monday, August 31 (from 4-5PM), your child's kindergarten classroom will open for you to visit.

**Important Notes:**
- **Sign-in at the Office**
  All visitors on campus MUST sign in at the office and wear proper identification at all times.

- **Before School Supervision**
  So that we can provide learning support in the classroom, we do not provide before school supervision. Therefore, I kindly ask that students are not dropped off prior to 9:10.

- **Medication and Health Concerns**
  If any medication will be administered during school hours, please coordinate with our school nurse. Requirements include:
    a. Signed permission from parent/guardian and prescribing practitioner
    b. Medication must be brought to school by parent/guardian in original prescriptive container.
c. Medication will be counted and administered by designated staff and/or parent/guardian.

Please keep our nurse updated. If your child is taking medication, changes medications, etc., please let us know. This information is both confidential and critical. Additionally, if you have any concerns about your child’s health, please feel free to call our school nurse at 425-335-1535.

- Volunteer Reminders

We very much appreciate our wonderful volunteers and look forward to our continued partnerships. So that all Sunnycrest staff can best utilize your valuable time, volunteers should only volunteer during prearranged days/times. Please remember that unscheduled volunteering (“dropping-in”) creates additional work for staff and interrupts your child’s learning environment. Please always schedule your volunteering 24 hours in advance.

Prior to volunteering in your child’s classroom, you must complete the Washington State Patrol’s criminal background check. Please know that you will not be allowed to volunteer and/or chaperone a school sponsored/supported event unless you have been approved and we have the required paperwork on file. Background checks must be updated every two years.

Lastly, all visitors on campus MUST sign in at the office and wear proper identification at all times (including student visitors). These procedures must be followed any time a visitor goes beyond the immediate area of the Sunnycrest office—even if you only intend to drop off your child in his/her classroom.

- Staggered Release

In order to establish a safe and smooth dismissal process, Sunnycrest will release students a little differently during the first eight days of the school year:

1. Fifth grade and full-day/PM kindergarten students will be released at 3:35.
2. Students in grades 1-4 will be released at 3:38 (or when all school buses arrive at Sunnycrest—and busses arrive several minutes late during the first few days of the school year.).

In doing so, students will have more success navigating the front lot, locating their school bus, or finding the appropriate daycare van. On Monday, September 14, all students will be released at 3:35. Your understanding and patience is greatly appreciated!

Front Lot Driving Reminders

Our front lot becomes congested quickly. Drive with extreme caution at all times and exercise patience at all times.

- Only release children curbside and through the passenger door.
- Do not park your vehicle curbside at any time; please park in designated parking spots. Never park next to red curbs.
- Always obey all parking lot signage!
- Please do not beckon children to your vehicle. Either pick them up directly from the curb or personally walk them to your vehicle if you are parked.
- Always pull forward (as close to the mailboxes as possible) to help minimize backups on 99th.

These procedures have been established to make certain your child is safe during the school day. To help enforce our parking lot expectations, Sunnycrest frequently partners with the Lake Stevens Police Department.

**Bedtime Routines**
Please consider adjusting your child's bedtime routine so that your child is well rested on the first day of school. Elementary children should be in bed for no fewer than 10 hours or more nightly! Less sleep means more struggles for elementary-aged children! Elementary students are tired at the beginning of the year, so returning to an earlier bedtime now will make the beginning of their year more successful!

Ensuring a successful year, emotionally, socially, and academically, is at the forefront of our thinking, and I look forward to personally working closely with each of you! If you have any questions, thoughts, or concerns regarding the upcoming school year, please contact me. I clearly remember both of my children experiencing kindergarten, and I recognize both the excitement and possible anxiety of the upcoming year. Do not hesitate to call me or our assistant principal, Susan Songstad, for any reason.

Again, welcome! It's going to be a great year!

Very Respectfully,

Tim Haines
Principal

Your child's teacher is:  
- Mrs. Carter  
- Mrs. Chase  
- Ms. O'Hara  
- Mrs. Sewald  
- Ms. West

Your child will attend:  
- FULL DAY  
- AM  
- PM