

# ALDEN BROWN PARENT BULLETIN

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Nov 28<sup>th</sup> – Dec 2<sup>nd</sup>

## THIS WEEK AT ALDEN BROWN:

**Monday, Nov 28<sup>th</sup>**

**Tuesday, Nov 29<sup>th</sup>**

**Wednesday, Nov 30<sup>th</sup>**

**EARLY RELEASE - Students dismissed at 2:20  
(AM K from 8:30-10:50; PM K from 11:50-2:20)**

**Thursday, Dec 1<sup>st</sup>**

**3<sup>rd</sup> Grade Concert (Auditorium) 7:00 pm  
(Doors will open at 6:30 pm – Parents should  
drop students off at their classroom between  
6:30 pm – 6:45 pm – Please keep students'  
coats – they will not be returning to their  
classrooms)**

**Friday, Dec 2<sup>nd</sup>**

## SMOKE SIGNALS:

- 1) Absence Notes/Calls** – Parents, please be sure to send in a note or call the school EVERY TIME that your son or daughter is absent from school. If he/she visits a doctor (or dentist), pick up a note at the office and turn it in to school (these types of absences are always 'Excused'). Parents may write a 'Parent Note' or use a phone call to excuse up to 12 total absence occurrences (doctor's notes are included in this 12) - After 12 doctor's notes/parent notes/phone calls, only a doctor's note can excuse an absence. If you have any questions, please do not hesitate to call Alden Brown Elementary at (937) 746-8969.
- 2) Communication** – It is our goal at Alden Brown Elementary to maintain constant communication with our parents. If you should ever have a question or need to speak to your child's teacher, please contact the teacher via email (you may get the email

address from a building secretary if you do not know it) or by phone (937-746-8969). We look forward to keeping lines of communication open with you this year!

- 3) **Progress Book** – If any parents (particularly 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> grade parents) experience problems logging into or getting information from Progress Book, please email Mr. Milner at [Mike.Milner@carlisleindians.org](mailto:Mike.Milner@carlisleindians.org).
- 4) **Drop-Off / Pick-Up** – If parents are dropping off in the morning, please recall that the times to do this are 7:50 am – 8:20 am. Afternoon pickup occurs starting at 3:05 pm (2:20 pm on Wednesdays).

We appreciate your patience when dropping off and picking up. We do ask that drivers pull as far up along the sidewalk as possible when dropping off or picking up – this will allow more students to be dropped off at once and will speed the entire process up. Also, please make every effort to drop off and pick up your student on the curb (passenger) side of your vehicle. This will be safer for your child and make the process move more efficiently.

**FUTURE ALDEN BROWN EVENTS (DATES MAY BE SUBJECT TO CHANGE):**

Nov 21-25	NO SCHOOL (Thanksgiving Break)
Dec 19-Jan 3	NO SCHOOL (Winter Break)
Jan 4	School Resumes
Jan 13	End 2 <sup>nd</sup> Quarter
Jan 16	No School (MLK Jr. Day)
Feb 17	NO SCHOOL for students
Feb 20	NO SCHOOL (Presidents' Day)
Mar 16	Last Day 3 <sup>rd</sup> Quarter
Mar 16	P/T Conferences (PS-3) from 3:15 pm – 7:45 pm
Apr 3-7	NO SCHOOL (Spring Break)
May 29	NO SCHOOL (Memorial Day)
May 31	Last Day – Students