



# September 2016

Allen T. Allison  
Elementary

Principal, Toni Hartung  
Asst. Principal, Jennifer Marchese

*“United in Pursuing Excellence”*

## Open House

Thursday,  
September 8<sup>th</sup>

5:00

*You may sign Mrs. Wright's Wall for  
\$2.00*

## Purple Notes

For the safety of the students, please always use “Purple Notes” when bus, pick-up, or early dismissal changes must be made for your child. Dismissal changes cannot be made over the phone. You may always request additional “Purple Notes” by indicating on the bottom of a Purple Note form.

Thank you!



## Attendance



\*Each day your child is absent, please call the school before 8:45 am at 304-387-1915 (**Press 7 for attendance**) to report your child's absence. State the date of the absence, the student's name, his/her grade level, and the reason for the absence. Refer to your child's agenda for more information regarding absences.

\*A letter from the Truancy Officer and school may be mailed in the event of 3 or more unexcused absences. Once 5 unexcused absences may occur, a legal notice is sent and possible Juvenile Mediation may become necessary. To avoid any of the above letters, please be sure to provide all doctor's excuses and/or call the school to report your child's absences.

## WELCOME ATA'S NEW STAFF MEMBERS

Ms. Rogers, 3<sup>rd</sup> Grade

Ms. Raeder, 3<sup>rd</sup> Grade

Mrs. Swartzmiller, 2<sup>nd</sup> Grade

Miss Squilla, Kindergarten

Mrs. Graff, Academic Coach/Interventionist

Mrs. Ware, Special Education

Mr. Sektnan, Special Education

Miss Mauro, Special Education

Mrs. Cline, LPN Aide

Mrs. Roberts, LPN Aide

Deputy Woofter, PRO Officer

## **Agenda / Communication Folder**

*Agenda books are coming soon!*

Please get in a habit of helping your child remember to hand you his/her agenda and folder every night.

Agendas should be signed or initialed each evening. Homework and notes to the teacher should be placed in the

### **RETURN TO SCHOOL**

side. Newsletters and completed papers will be placed in the

### **KEEP AT HOME**

side and should be removed nightly.

## **Reminders**

- Please come to the school before 2:00 if a change must be made.
- Any legal documents or court papers must be on file in the office if there may be a need for these items.
- Due to allergies and medical purposes, edible treats such as candy, cookies, cupcakes, drinks etc. are not permitted to school for parties/birthdays.

## **IMPORTANT Remind Codes**

Remind is a service that provides a safe way for educators to text message or email parents.

Please follow the directions according to your child's grade level.

When sending a text message:

In the '**To**' box, type the following number:

**304-224-2867**

In the message box, type the following code:

Pre-K: @atayellow

K: @atapurple

1<sup>st</sup>: @pantherata

2<sup>nd</sup>: @atapanther

3<sup>rd</sup>: @ataschool

4<sup>th</sup>: @allisonata

For more information, please visit our ATA website and click on the Remind document.

## **Dates to Remember**

Sept. 1 <sup>st</sup>	Kindergarten's First Day of School
Sept. 2 <sup>nd</sup>	Summer Reading Challenge Forms DUE by 2:30 (Late forms will not be accepted)
Sept. 2 <sup>nd</sup>	Pre-K's Orientation
Sept. 5 <sup>th</sup>	No School - LABOR DAY
Sept. 6/7	Pre-Kindergarten's First Day of School
Sept. 8 <sup>th</sup>	OPEN HOUSE 5:00 / PTA Meeting 6:00
Sept. 8 <sup>th</sup>	International Literacy Day
Sept. 12 <sup>th</sup>	Color Run information sent home
Sept. 23 <sup>rd</sup>	Color Run Packets (Due to School)
Sept. 27 <sup>th</sup>	Progress Reports
Sept. 28-29	Picture Day
Sept. 30	No School for Pre-K students ONLY

## **School Meal Application**

Be sure to fill out a School Meal Application for Free/Reduced Lunch. You may request a form from the office or complete online. Please feel free to call the office if you have questions or need assistance completing the application.

<http://hancock-k12.wvnet.edu/boe/student-eligibility/>