Back to School Information for Parents
Kindergarten through Grade 8

Forms to Complete

Please return the following forms to your child’s homeroom teacher on the first day of school. All of these forms are available on our school website, www.mvrcs.com.

- First Week Transportation Form (different form for Kindergarten than for other grades).
- Parent-Student Handbook Compact.
- Free and Reduced Meals application (if applicable).

August 20th, 2019
Kindergarten Orientation
9:15am – 11:00 a.m. 576 Eastern Avenue (registration 9:15am-10:00am)
The purpose of kindergarten orientation is to provide an opportunity for Kindergarten students to meet their teachers and become familiar with their new surroundings. The goal for every child is to attend the short session (10:00 – 11:00 a.m.) in their classroom without his or her parent. During that time, parents are invited to attend an information/question and answer session. Uniforms should be worn.

Finding Your Kindergarten Child’s Homeroom on August 20th/August 21st
Please enter the gymnasium from the Eastern Avenue entrance. There will be staff by the doorway to greet you and provide you the name of your child’s teacher. If your child is missing any medical paperwork, you will be directed to a table in the gymnasium staffed by our nurses. Please note that your child will not be able to attend Kindergarten on the first day of school if his/her medical file and immunizations are not up to date. After checking in, proceed into the gymnasium to find the homeroom line for your child. Additional staff members will also be present to help direct you. At approximately 10:00 a.m., teachers will lead the students into the classroom. Doors will be open as of 9:15am.

**The same procedure will continue for the first day of school with students arriving between 7:30-7:55a.m.**
August 20th, 2019
First Grade Orientation
1:00pm – 1:30pm large recess yard at 30 Laurel Street
The purpose of 1st grade orientation is to provide an opportunity for first grade students to meet their teachers and become familiar with their new classroom. The students will line up in the recess yard and the teachers will lead the students and their parents into the classrooms for a quick tour. The teachers will then lead the children out to their regular dismissal areas. There will be no in class presentation for the children or the parents. Uniforms should be worn.

August 21st, 2019
First Day of School for all students K-12 (Welcome Back!)
**There will be no breakfast served by the school on the first day of school. There is no morning transportation for Kindergarten students on this first day.

Finding Your Child’s Homeroom
Our goal is to conduct a smooth daily morning transition and begin instruction on time. With over 1,200 students making up our K-8 student body this year, it is important for us to monitor the number of individuals in the building. Please read the following to help us make our morning arrival as smooth as possible.

Grades 1 through 8 @ 30 Laurel Street/770 Salem Street (regular start time – 8:00am)
For those students that arrive to school not knowing their homeroom teachers, stop by one of the two tables we will have set up in the parking lot of the church.

• After finding the name of their homeroom teacher, students should proceed to the correct arrival line. Students in grades 4, 5, 6 and 7 will form lines in the parking lot in front of the Main Building (See map on website). Students in grades 1, 2, and 3 will form lines in the large recess yard of the Annex (See map on website). Students in grades 8 will form lines in the small recess yard on Laurel St. (See map on website). All students and their families should be cautious, as there is likely to be a large number of people on the campus for the first day and the arrival of the school buses. Staff will be present beginning at 7:20 a.m. with signs that will list the name of the teacher and the grade level. Students who arrive at school by bus will be helped by a staff member to find their class line. Many staff members will be present to help direct you. Please use caution - buses will be departing for the high school shortly after they arrive.
• Teachers will proceed to their classrooms by 7:55 a.m. Please make every effort to arrive before that time.
• In the case of inclement weather, teachers will remain in their rooms. Staff members will be outside to help direct parents until 8:05 a.m.

K-8 Parents in the School Buildings, August 21st – 23rd
All parents may visit classrooms during morning arrival (7:30-7:55 a.m.) for these 3 days. As you know, teachers will be focusing on making the first few days a success. It may be difficult for teachers to conduct a conversation or answer questions at that time.

If you have a question for your child’s teacher, please leave your name, number, and question on a sheet and turn in to the box provided in each homeroom. The teachers or his/her designee will return your call within 24 hours. Please note the school is utilizing a phone system where all calls into the classrooms will be directly sent to voice mail. If you call during the school day and need to speak to someone immediately, press “0” to reach the attendant.
Grades 1-8: Beginning Monday, August 26th
We are asking parents to follow the regular drop-off procedures. Special instructions for Kindergarten parents are explained below. Any parent that feels they require more time should contact a member of the Leadership Team.

Special Instructions for Kindergarten Students August 21st – 27th
Parents of Kindergarten students may accompany their children to class for these 5 days during morning arrival (7:30-7:55 a.m.). Staff members have been permanently assigned to strategic areas around the building in order to help students move to their classrooms in an orderly and efficient manner.

K-8 Regular Drop-Off/Pick-Up Procedures

Procedure #1 Grades 1-8
Parents will need to find parking in the surrounding areas and escort their children to the lines that form outside of both buildings from 7:20-7:30 a.m. (See map on website). Students enter either building at approximately 7:30 a.m. Pick up your children for all grades in the same lines as the morning.

Procedure #2 for DROP-OFF ONLY Grades 4, 5, 6 and 7
Parents may also choose to drop off in front of the school lobby (Fishbowl) that is located on the Jacob Street side of the school property. This procedure allows for parents to drive into the rear parking lot for drop-off only – no parking. This lot is designated as one way. Please enter on Jacob Street and exit on Salem Street. As is our practice, staff members will be assigned to supervise the children on the sidewalk in front of the school lobby from 7:20-7:30. Students will line up in front of the Fishbowl until they enter the building, at approximately 7:30. For the first week of school, staff members will be assigned to specifically help younger students with any difficulty they may have in finding their classrooms.

Procedure #3 for DROP-OFF ONLY Grades 1, 2, 3 and 8
Parents may choose to drop off for the Annex Building on the side of Laurel Street where the building is located. Parents should pull up to the curb and let their children out of the passenger’s side (side closest to building) of the car. Parents are not allowed to park along the school side of Laurel Street, or get out of their car for any reason during morning drop off.

Special note regarding dropping off/picking up at either 30 Laurel Street or 770 Salem Street.
Parents should exercise caution both in the morning and in the afternoon when approaching either location in their vehicles. Parents who park and walk to either building to drop off/pick up are encouraged to considered other areas rather than just around Trafton Park. For example, parking is more readily available on Dodge Street, Stanton Street and George Street – all within a few minutes walk of the fishbowl.

Procedure #4 DROP-OFF/PICK UP FOR KINDERGARTEN

Morning Procedures:

Bus students will arrive at 770 Salem Street and will line up in the church parking lot. If there is inclement weather, the children will gather inside 770 Salem Street. A shuttle bus will then transport all Kindergarten bus students from 770 Salem Street to Eastern Avenue. There will be a staff member on the bus that will shuttle to Eastern Avenue. **Remember, bus service will not be offered the morning of the first day of school. **
Morning drop off will follow procedures similar to those followed at the 770 Salem Street location. Cars will enter the new facility from either the Eastern Avenue or the Cross Street entrance. A staff member will be there to greet cars and open doors so that your child can get out and enter the building. Cars will then exit by turning left onto Cross Street. Students may be dropped off at Eastern Avenue after 7:30 a.m.

Afternoon Procedures:

Bus Shuttle: We will shuttle the following students from Eastern Avenue to 770 Salem Street:

- Kindergarten students who take the bus home
- Kindergarten students who have siblings in first through eighth grade and are being picked up by their parents from the lower school campus
- Kindergarten students who go to the Champions after school program
- Kindergarten students who participate in the after school Student Action Club (when in session)

Once the students arrive at 770 Salem Street, they will be escorted by a staff member as a group (based on above designations) to their final location.

Afternoon Pick Up:

Kindergarten students, who do not fall into one of the four categories above, will be picked up directly from Eastern Avenue at 3:30 p.m. Parents should park and come to the designated pick up area, which will be reviewed during the orientation.

Pick-up Procedures 1-8
Please review the attached map regarding where to pick your child up at dismissal. Please remember to be respectful of our neighbors when parking your vehicle.

Parking Information K-8
Parking at our school’s property is minimal. In the interest of safety, we will not be able to allow parking in any of the lots. Parking is available on surrounding city streets. Please be respectful to our neighbors who live near the school and the park.

K-8 First Day Activities

First Day Classroom Activities K-8
Teachers will conduct orientation sessions with students on the following topics:

Classroom procedures and rules  School-wide rules
Discipline policy  Emergency routes
Daily academic activities  Bus rules
Subject areas  Supplies
Homework  Introductions

First Day Assembly 1-8
Students will also attend an assembly with the school’s administration. The following topics will be discussed:
Other Important Dates and Information

August 27th, 2019
Kindergarten Back to School Night
6:00-6:45 p.m. 576 Eastern Avenue Classrooms
Grades 4-6 Back to School Night
6:00-6:30 p.m. 770 Salem Street Classrooms
Grades 1-3 Back to School Night
7:00-7:30 p.m. 30 Laurel Street/770 Salem Street Classrooms
Parents of students will have an opportunity to meet their student’s teachers. Parents should head directly to the classrooms. We’ll have volunteers/staff on hand to assist you with directions. Doors will open 15 minutes prior to each event – please arrive promptly. If you are interested in volunteering this year as a chaperone, room parent, recess help, you will need to fill out a CORI form.

August 29th, 2019
7th – 8th Grade Back to School Night
5:45 p.m. 30 Laurel Street/770 Salem Street Classrooms
Parents of students will have an opportunity to follow a shortened version of their child’s schedule and meet their teachers. Parents should pick up a copy of their child’s schedule at the front desk of 770 Salem Street (7th grade) or 30 Laurel Street (8th grade). Parents will learn of the expectations for each course in which their child is enrolled as well as various school policies such as planner use and the Accountability Plan (A-Plan).

Bus Transportation K-12
Bus routes and schedules will be available to view on our website on or after August 14th. We have done our best to maintain and create routes that serve the greatest number of students. Those families that are eligible (live more than 1.75 linear miles and/or 2 commonly driven miles from the school they attend and live within the region) and who submitted a bus transportation application were considered when making the routes. Children are not allowed to change their stop/route without receiving permission from the main office first, as the routes are designed to be as efficient as possible.

Students can only use the bus to which they are assigned and cannot switch buses for any reason. Please note that bus route times are estimated and can fluctuate on a daily basis due to unforeseen circumstances, traffic and weather conditions.

Posted on the school’s website, there is a form you must fill out describing how your child will be getting home from school, regardless of whether they take the bus or not. There is a different form for Kindergarten than for grades 1 through 8.
**Dress Code K-8**

Students must be in uniform on the first day of school. Please visit the school’s website [www.mvres.com](http://www.mvres.com) to view the Parent-Student Handbook, which contains the uniform policy. There are many vendors where you may purchase appropriate clothing. Vendors often carry more than one line of clothing so it is your responsibility to make sure the darker shades of khakis are purchased. If you are unsure, contact the Leadership Team before removing the tags.

In addition, please check the Parent/Student Handbook on our school website for the most updated policies. Just a reminder that hair accessories must be functional and be maroon and/or beige (tan).

**FOR ALL students K-8**

*We will be paying special attention to the dress code and teachers/staff will conduct daily checks. Students who are out of dress code will receive consequences. The dress code is outlined in detail in the Parent/Student Handbook - which is available via the school website.*

Skirts/skorts and shorts must be of reasonable length – which is defined in the handbook as being within two inches of the knee. If necessary, the school will contact parents to bring in appropriate pants, require the student change into an appropriate uniform from the school’s uniform bank, or apply another consequence.

**Meal Program K-12**

This year, the school has contracted with Preferred Meals. For more information about the meal program, please review the attached letter from Preferred Meals, which will also be posted on our website.

All meals require a ticket. **Tickets can be purchased at all campuses from 7:40 a.m. to 3:30 p.m. Cash will only be accepted at the Annex reception desk. The other locations only accept checks.**

Please remember tickets will not be sold or given to children, regardless of grade. It is the parent’s responsibility to make arrangements with the school for tickets in the event they cannot come to school during the hours listed above. If a parent is having difficulty obtaining tickets, please contact the business manager to work out alternative arrangements.

The prices for milk, breakfast and lunch will be communicated to parents the week of August 12th.

Parents are encouraged to buy tickets in bulk (maximum 2 sheets per child) to avoid running out of tickets unexpectedly. If a child is sent to school without a lunch ticket, a box of cereal will be provided and a note will be sent home with the child.

After the fifth time a child is sent to school without a lunch, the child **will not** be given cereal and his/her parents will be required to bring a meal to school for the child.

On our website is the application for free and reduced priced meals. Families that qualify for **free or reduced meals** must also obtain tickets from the office. The tickets used by those families qualifying for free or reduced meals will not reflect the status of any child.

Families may complete a free or reduced form at anytime during the school year if they experience a change in their income. If, based on the form, a change in the student’s meal status is appropriate, the new status will take effect from the date of the new application forward, not retroactive to the beginning of the school year.

**There will be no breakfast served on the first day of school.**
K-8 Attendance Call-In Mail Box
All parents (K-12) must report a child's absence at their convenience but before 7:45a.m. Please call (781) 388-0222 and follow the prompts to either the lower school or the high school. Please state slowly and clearly the child's name, grade and teacher.

*Please see the Parent/Student Handbook for the policies on absences, tardies, and early dismissals.

School Supplies
Please visit the MVRCS website for a posting of the K-8 supply lists.

High school supply needs will be announced by individual teachers for their respective courses on the first day of school.

K-12 Parent/Student Handbook
The 2019-2020 Parent/Student Handbook is currently available on the school’s website. Each parent and student will be required to sign the parent/student compact and turn it in to their homeroom teachers on Wednesday, August 21st, 2019 – the first day of school.