



August 1, 2017

Dear Norma Coombs Families,

A big huge welcome to all our students, teachers, staff, parents and guardians - those joining us for the first time, and to all those who are returning for the 2017-2018 school year!

Collaborating with teachers and parent leaders this summer, we have been busy planning, organizing and calendaring the significant events, fundraisers, and activities for the 2017-18 school year! We have a phenomenal group of students, teachers, parents, parent leaders and volunteers, and I strongly encourage you to JOIN the PTSA this year, CONTRIBUTE to the Annual Fund through our \$100 from 100% Campaign, and SUPPORT our SCHOOL community with your time, talents and gifts.

PLEASE NOTE THE FOLLOWING IMPORTANT UPCOMING EVENTS, DATES AND GENERAL INFORMATION:

The **Kinder Orientation and Playdate - Friday, August 11, 9:00 AM**, in the Norma Coombs' Cafeteria - This will allow new families to meet other members of the community and their children's classmates.

Welcome Back-to-School Social - Friday, August 11, 3:00 – 5:00 PM on the lower playground – Enter through **Gate #3**. Signs and balloons will identify the area. Class lists will be posted. Come and meet other families, gather information about how to be involved in your child's school, greet your child's teacher (Teachers will be on-campus from 3:00 – 3:30 PM). Our parent and community groups will have tables with information, including the before – and after-school programs, and be available to answer your questions. **Kona Ice** will be there so you can buy a cold, slushy treat.

**** The First Day of School for Students -Monday, August 14, 2017.** Please enter through **Gate #3** located on the lower playground area for our Assembly. **Regular School Hours** are Monday 8:45 AM – 1:30 PM, Tuesday – Friday, 8:45 AM – 3:10 PM. First bell rings at 8:40 AM, and the tardy bell rings at 8:45 AM. During the first week, as we get adjusted to the new parking and drop-off system, we will not mark students tardy, and we will assemble, by teacher, in the lower blacktop area thru **Gate #3**.

Boo-Hoo Breakfast is on the first day of school, Monday, August 14th (especially for TK, Kindergarten and new parents, however all are welcome), from 9:00 AM – 9:45 AM in the Cafeteria

As a safety precaution, students are not allowed to arrive to school before 8:00 AM, unless enrolled in before-school programs. There is no adult supervision prior to 8:00 AM.

School Breakfast and School Lunch will be served beginning the first day of school. Applications for meals will go home on the first day of school and should be returned promptly.

School Breakfast	\$1.50	School Lunch	\$2.25	Milk or Juice	\$0.50
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"Respect, Responsibility, and Integrity"
2600 Paloma Street • Pasadena, CA 91107
626-396-5660

DRESS POLICY

To maintain our focus on student learning we maintain a simple dress code which will consist of tops with no graphics other than our Norma Coombs t-shirts, and print or solid bottoms.

PERSONNEL UPDATES

- New Office Manager, Christina Lisath (she is a NCES parent as well)
- New 2nd grade Teacher, Phyllis Bemiller, Room 4
- New Pre-K SDC Teacher, Jaclyn Hemphill, Room 15
- Returning Greeter, Charles Standfield
- Kathleen Peralta moves from 4th grade to 3rd grade, Room 5
- Sally Sebenius moves from a 4/5 combo to 4th grade, Room P1

CONSTRUCTION UPDATES

1. Installation of three (3) portables for interim housing for Kennelly, Liberto and Whitley's classes on the lower campus diagonal from 4th grade portables – projected completion date, August 10, 2017
2. New Playground – this area will be under demolition/installation and inaccessible from August 10 – September 1 – We will have lunch recess at Victory Park
3. The Kiln Room – will be located just East of the current outdoor kiln area – projected completion date, October 30, 2017
4. Two (2) permanent buildings – will impact staff parking, drop-off and pick-up, as there is **NO CIRCLE DRIVE**, and the access between upper and lower campus is affected – projection completion date, June, 2019

PARKING FOR DROP-OFF AND PICK-UP

1. **Parking** is available in the Victory Park parking lot just like in previous years – RECOMMEND
 - a. Cross the street **either** at the Paloma/Altadena intersection (signal) or in the cross walk just like in previous years – no crossing in the middle or jaywalking
2. **Drop-off** will be along Paloma St (school side) between the corner of Paloma/Altadena Drive and the green parking figures with the orange flags – there will be signs and the area will be marked by cones
3. **Entrance** to the school is accessible thru three (3) gates **after 8/15**
 - a. Gate #1: Pre-K/TK-3 Gate onto campus
 - b. Gate #2: General access gate
 - c. Gate #3: 4th and 5th grade Gate onto campus
4. **Pick-up** will be a bit more complicated – stay tuned for more detailed information
 - a. Grades TK-3 will assemble for pick-up **inside Gate #1**
 - b. Grades 4-5 will assemble for pick-up **inside Gate #3**

One of the most important components of an exceptional school like Norma Coombs Elementary School is the partnership between home and school. Norma Coombs has a strong tradition of eager and motivated students, outstanding teachers and staff, and active, engaged and supportive parents. Throughout the year you will have the opportunity to develop a partnership with the school in a wide variety of ways. Our website is still being updated, but you can visit us at **normacoombs.pusd.us**. **Check out our official Facebook and Twitter pages.**

Thank you,

Jennifer D. Smith, Ed.D.
Principal