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August 1, 2024

Dear Fox Family:

Welcome back to the start of a brand new school year! We hope this letter finds you and your loved ones in good health and high spirits. We are thrilled to begin another exciting academic journey together, and we sincerely thank you for entrusting us with the education and development of your child.

For those families new to Fox, we welcome you with open arms! We are looking forward to having you join this amazing, resilient community and finding ways to get involved.

As we begin this school year, you will continue to see familiar faces throughout the building, AND get to know a few new staff members to the Fox Family. We wish the following staff members the very best as they have left Fox to start a new chapter in their lives: Yolanda Bezares (Retired), and Katherine Layne (moved to another RPS School), and Akousha Jordan (going back to school full-time).

You will notice that **Jiovani Williams, a former instructional assistant, has earned her teacher certification and is now a kindergarten teacher.** We are so proud of her work!

**Please join us in welcoming the following new staff members:**

**Stephanie Kilby, SPED Teacher,** coming from Hanover County Public Schools.

**DeShera Polk, SPED Teacher,** coming from Fairfield Court Elem.

**Makayla Brooks, Instructional Assistant,** coming from our All-in Tutoring Program

**Taylor Jones, Instructional Assistant,** coming from Mending Fences Behavior Aide

**Attached you will find a contact list of our classroom teachers/staff members, along with their position this year for your information! Keep this handy for future reference!**

We are excited about the new school year and looking forward to greeting you and your children as they enter the building on the **first day of school, Monday, August 19th, 2024 at 7:30 am.** We know we will continue to work closely together as we work to fulfill our mission:



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*“The mission of William Fox Elementary, the model of unity in a diverse and inclusive learning community, is to enable and empower our students to develop creative, inquisitive minds; strong, healthy bodies; and caring, compassionate hearts through challenging and engaging learning experiences guided by innovative, compassionate educators who are engaged learners themselves.”*

In closing, we encourage you to fully embrace the moment and urge you to take the time from your busy schedule to become familiar with our school, as well as create a “reading friendly” home environment that will allow your children to excel. Thank you for your commitment to your child's education and we look forward to seeing you in the very near future.

We are looking forward to a beautiful year at William Fox Elementary@Clark Springs School! Let us work hand in hand to make this school year a memorable and successful one for your child. We eagerly anticipate the growth and achievements that lie ahead. Please do not hesitate to call if you have any questions or concerns (804-780-6259).

Sincerely,

Daniela S. Jacobs  
Principal

Stephannie Crutchfield  
Assistant Principal



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### **For your information:**

#### **CLEAR BACKPACK POLICY**

As a part of Richmond Public Schools' (RPS) ongoing efforts to enhance safety for students and staff members, clear backpack requirements will be in effect for the 2024-25 School Year. Students may carry a pouch no larger than 5.5 " x 8.5" to hold personal items and a regular lunch box no larger than 6" x 9" x 5". All bags are subject to search!

**To Facilitate the transition to this new policy, RPS will provide one clear backpack for each student free of charge! Students may pick up their backpack at Kindergarten Orientation/Open House on Thursday, August. 15 from 4-6 pm.**

#### **KINDERGARTEN AND NEW STUDENT ORIENTATION**

**Kindergarten and new student orientation will be held on Thursday, August 15<sup>th</sup>, at 4:00 pm.** This is an opportunity for the kindergarten and new students to meet their teacher, see where their classroom is located, and find out more information about the school. Kindergarten students (only) should be dropped off in their classroom while parents attend the 45-minute info session in the auditorium. **The PTA will be providing a pizza picnic and information on some opportunities at Fox from 5-6 pm.**

#### **OPEN HOUSE/SCHOOL SUPPLY DROP OFF**

Again this year, you will have the option of dropping off your students' school supplies, seeing your classroom, and meeting the teacher before the first day of school. **Teachers will be available to receive any school supplies and meet students on Thursday, August 15<sup>th</sup>, from 4-6 pm.** Please keep in mind that this is a time to briefly meet the teacher, see the classroom, and drop off supplies, but not a time for an in-depth conference! **All are welcome to join the PTA for a pizza picnic from 5-6 pm.**

#### **AFTERCARE**

Currently, the YMCA has an aftercare program that meets at Fox at Clark Springs; You must register for the program and pay the required fee. This year, **the cost for the YMCA will be reduced to \$70 PER SEMESTER!** Space is limited, for more information and to register visit: <https://www.ymcarichmond.org/programs/child-care>.

#### **SCHOOL COMMUNICATION =**

Remind is a tool that allows 2-way messaging between teachers, schools, and families. RPS AND our school communicate with families through REMIND. If you are NOT receiving notifications via email, please contact the front office ASAP (804-780-6259) to ensure your contact information is up to date!



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It is strongly recommended that you also **download the Remind app** on your phone and set it so that you receive text messages! The app is available in the Apple App Store and Google Play Android Store for FREE. Remember to “tag” RPS as well as Wiliam Fox Elementary (@wfserva). This is **STRONGLY** recommended so that you receive all notifications promptly!

### SCHOOL HOURS

**Our school day is from 7:45 am to 2:45 pm each day.** Students may be dropped off at school beginning at 7:30 am. At 7:30 am students may enter the building, eat breakfast and report directly to their classroom. **All students should be in class by 7:45 am.** Parents are not allowed to walk their children to class. Please say goodbye to your child out front at the “Goodbye Zone”(the sidewalk in front of the main doors) **Students should NOT be dropped off at school prior to 7:30 am!** They will not be allowed inside, and may not wait outside unattended. A 2024-2025 school calendar is enclosed so that you can mark important dates on your calendar.

### INFORMATION CARD

**The enclosed card should be attached to your child’s shirt on the first day.** This will assist our staff members in getting your children to their classrooms since parents are not allowed to walk children to the classroom door. Your child’s teacher’s name, room number, and grade are on the card. Please add your child’s address, phone number, and dismissal arrangements so that we can ensure the safety of all of our students at dismissal time. Please print the information clearly and pin the card to your child’s clothing.

### ARRIVAL

Parents bringing children to school may utilize the “Kiss ‘n Ride” lane from 7:30-7:45 am. Cars enter the Kiss ‘n Ride lane from Harrison Ave. turning left onto Dance St. Drivers should pull up to the drop-off area, and beginning at 7:30 am, a staff member will open your car door, and your child should proceed to the front doors of the building. **There is NO PARKING, or GETTING OUT OF YOUR CAR, ALONG Dance St. in the morning!** Please be cautious when moving up to the drop-off point and follow all staff members' directions. **Remember, school buses have the right of way, and drivers must obey ALL signs and staff member requests.**

If you prefer to walk your child to the front doors of the building, you should park in the grassy-dirt field adjacent to the baseball field and walk your student (s) to the front door. There are no lines/parking spaces. PLEASE do not block each other in!

**WHEN COMING TO FOX @ CLARK SPRINGS YOU SHOULD ALWAYS USE HARRISON AVE. TO DANCE ST.** Visitors/caregivers should NEVER use any other surrounding streets to come to school.



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### BUS RIDERS

**Bus schedules will be placed on the RPS homepage (www.rvaschools.net), and put on the front doors of the school by Thursday, August 15th.** Fox staff members will meet the students on their bus at school. Students are to remain on the buses until met by staff each morning. Please discuss bus behavior with your child. He/she is to wait quietly at the bus stop, board the bus carefully, and **remain seated** until met at the school. **Kindergarten and 1st Grade students must be accompanied by a caregiver at the bus stop.** If a caregiver is not at the bus stop to pick up Kindergarten and 1st-grade students after school, the student will be returned to school and a caregiver will have to come to school to pick them up. **Bus safety is very important.**

### DISMISSAL

Dismissal will begin at 2:35 pm. Please keep in mind that students MAY NOT be picked up early regularly from school to avoid waiting in the pick-up line. Students are expected to remain in class to finish out the school day, review the day's learning targets and hear afternoon announcements. Caregivers should park in the dirt/grassy parking lot off of Dance St. right after you make the left turn from Harrison (next to the baseball field). Again, there are no lines/parking spaces. PLEASE do not block each other in! After parking, parents should go to the table outside the gym doors to sign their student out. **Parents will not be allowed in the building at dismissal time** to go to classrooms to pick up students. Once students are signed out, they will be called for dismissal. Your child(ren) will be called to the gym door to meet you. Thank you in advance for your PATIENCE. The first couple of days of school may take longer until we get used to the system.

### LUNCH PRICES

**Again this year: All students currently enrolled in any Richmond Public School are eligible to receive a healthy breakfast and lunch at no charge each day of the 2024-2025 school year!** No further action is required of you. Your child(ren) will be able to participate in the meal program without having to pay a fee or submit an application.

### SUPPLY LISTS/CLASSROOM FEES

A list of requested school supplies and/or specific supply fees for your child's classroom is enclosed. We will not be accepting any payment at school. **Please pay for all supplies/fees using the link indicated on the enclosed Supply List.** We always accept and encourage additional supplies/money for fees if you are able to pay/send more.



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### PTA

Please plan on joining our PTA. Dues are \$10.00 per person or \$20 per family. We also encourage you to volunteer some time by helping with any of the programs offered by our very active PTA. Additionally, this year, our PTA is asking for a \$15 Activity fee. This fee will help to keep the many community events and enrichment programs for our students free! If you are able to pay above the \$15 this is encouraged and greatly appreciated!

**Our first PTA meeting and “Back to School Night” will be held on Tuesday, August 27<sup>th</sup>, 2023 at 6:00 pm. Please plan on coming in to hear greetings from the principal and to meet the PTA, then travel into your child’s classroom to meet your child’s teacher(s) and learn about his/her classroom.** The proposed PTA Budget for 2024-2025 is enclosed. The budget will be finalized at Back to School Night. Please take a look at the proposed budget and see all of the exciting enrichment and remediation programs, community-building activities, and teacher support that our wonderful PTA is proposing for this school year.

### **Mark Your Calendars!**

**August 15th- K Orientation/Open House/School Supply Drop Off, 4-6pm**

**August 19th- First Day of School**

**August 27th- Back to School Night, 6:00 pm**

**August 30th- NO SCHOOL (Pre-Labor Day Holiday)**

**September 2nd- NO SCHOOL-Labor Day Holiday**



## Wm. Fox STAFF LIST for 2024-2025

### **Admin./Office Staff**

|                        |                         |                                   |       |
|------------------------|-------------------------|-----------------------------------|-------|
| Daniela Jacobs         | djacobs2@rvaschools.net | Principal                         |       |
| Stephannie Crutchfield | scrutchf@rvaschools.net | Assistant Principal               |       |
| Amber Wigfall-London   | alondon2@rvaschools.net | Counselor                         |       |
| Sharon Gilbert         | sgilbert@rvaschools.net | Admin Office Assoc.               |       |
| Stephen Williams       | swilli15@rvaschools.net | Office Associate                  |       |
| Traci Hall             | thall2@rvaschools.net   | Nurse                             |       |
| Cynthia Wood           | cwood5@rvaschools.net   | Instructional Compliance<br>Coor. | 112QA |
| Angela Brandt          | abrandt@rvaschools.net  | Literacy Coach                    | 111QA |

### **Custodial Staff**

|                 |                 |                      |  |
|-----------------|-----------------|----------------------|--|
| George Mayo     | @rvaschools.net | Custodial Crew Chief |  |
| Jovan Henderson | @rvaschools.net | Custodian            |  |
| Rosa Ramirez    | @rvaschools.net | Custodian            |  |

### **Cafeteria Staff/Lunch Monitors**

|                  |                        |                     |  |
|------------------|------------------------|---------------------|--|
| Grenea Smith     | gsmith4@rvaschools.net | Cafeteria Manager   |  |
| Shaneka Charles  |                        | Food Service Worker |  |
|                  |                        | Food Service Worker |  |
| Valerie Evans    | vevans2@rvaschools.net | Lunch Monitor       |  |
| Ranesha Robinson |                        | Lunch Monitor       |  |

### **Itinerant Teachers**

|                   |                         |                   |         |
|-------------------|-------------------------|-------------------|---------|
| Joselyn Verdi     | jverdi@rvaschools.net   | EdTech Integrator | Library |
| Jim Thomas        | jthomas@rvaschools.net  | Orchestra Teacher |         |
| Kendra Whindleton | kwhindl2@rvaschools.net | Band Teacher      |         |
| Kanae Foreman     | knagata@rvaschools.net  | Harp Teacher      |         |
| Shawn Slakk       | sslakk@rvaschools.net   | LIEP Teacher      |         |
| Carmen Brown      | cbrown18@rvaschools.net | Math Coach        | 113QA   |

### **Itinerant Child Find Team Members**

|                     |                          |                        |       |
|---------------------|--------------------------|------------------------|-------|
| Dominique Van Horne | dvanhorn@rvaschools.net  | School Social Worker   |       |
| Kendra Vendetti     | kvenedett@rvaschools.net | School Psychologist    |       |
| Ashley Akrie        | aakrie@rvaschools.net    | Speech/Language Path   | 114QA |
| Justine Zinskie     | jzinskie@rvaschools.net  | Occupational Therapist |       |
| Jessica Ward        | jward@rvaschools.net     | Physical Therapist     |       |





### Additional Staff

|                 |  |                      |       |
|-----------------|--|----------------------|-------|
| Sakinah Wood    | <a href="mailto:sjohnson5@rvaschools.net">sjohnson5@rvaschools.net</a> | PALs Tutor           | 116QA |
| Marty McMullin  | <a href="mailto:mmcmulli@rvaschools.net">mmcmulli@rvaschools.net</a>   | PALs Tutor           | 118QA |
| Christa Coleman | <a href="mailto:ccolema3@rvaschools.net">ccolema3@rvaschools.net</a>   | PALs Tutor           | 118QA |
| Marla Mickens   | <a href="mailto:mmickens@rvaschools.net">mmickens@rvaschools.net</a>   | PALS Tutor           | 115QA |
| Liz Vermillion  |  | PALS Tutor           | 117QA |
| Kyanna McCall   | <a href="mailto:kmccall@cisrva.org">kmccall@cisrva.org</a>             | CIS Site Coordinator | 109QA |
| Victoria Woods  | <a href="mailto:vwoods@rvaschools.net">vwoods@rvaschools.net</a>       | Annual Sub           |       |
| Kevin Franks    | <a href="mailto:kfranks2@rvaschools.net">kfranks2@rvaschools.net</a>   | Annual Sub           |       |
| Kayia Dobbins   | <a href="mailto:kaiya.dobbins@rbha.org">kaiya.dobbins@rbha.org</a>     | RBHA TDT             |       |

### Teachers

|                     |  |                       |       |
|---------------------|--|-----------------------|-------|
| Melanie Metz        | <a href="mailto:mmetz@rvaschools.net">mmetz@rvaschools.net</a>         | Kindergarten          | 108   |
| Scarlet Taylor      | <a href="mailto:sfoley@rvaschools.net">sfoley@rvaschools.net</a>       | Kindergarten          | 103   |
| Melissa Smith       | <a href="mailto:mmegar@rvaschools.net">mmegar@rvaschools.net</a>       | Kindergarten          | 107   |
| Jiovanni Williams   | <a href="mailto:jwilli12@rvaschools.net">jwilli12@rvaschools.net</a>   | Kindergarten          | 104   |
| Ashley Van Buren    | <a href="mailto:awolfe@rvaschools.net">awolfe@rvaschools.net</a>       | 1st grade             | 105   |
| Jennifer Eason      | <a href="mailto:jeason@rvaschools.net">jeason@rvaschools.net</a>       | 1st grade             | 106   |
| Bridget Fulks       | <a href="mailto:bfulks@rvaschools.net">bfulks@rvaschools.net</a>       | 1 <sup>st</sup> grade | 102   |
| Katherine Shearer   | <a href="mailto:kshearer@rvaschools.net">kshearer@rvaschools.net</a>   | 2nd Grade             | 115   |
| Augustus Caldwell   | <a href="mailto:acaldwel@rvaschools.net">acaldwel@rvaschools.net</a>   | 2 <sup>nd</sup> grade | 110   |
| Elizabeth McClellan | <a href="mailto:emcclell@rvaschools.net">emcclell@rvaschools.net</a>   | 2 <sup>nd</sup> grade | 109   |
| Jamie Simon         | <a href="mailto:jpatters2@rvaschools.net">jpatters2@rvaschools.net</a> | 2 <sup>nd</sup> grade | 116   |
| Cynthia Dejnozka    | <a href="mailto:cdejnozk@rvaschools.net">cdejnozk@rvaschools.net</a>   | 3 <sup>rd</sup> grade | 118   |
| Brooke Hunter       | <a href="mailto:bhunter@rvaschools.net">bhunter@rvaschools.net</a>     | 3 <sup>rd</sup> grade | 119   |
| Emily Turner        | <a href="mailto:eturner@rvaschools.net">eturner@rvaschools.net</a>     | 3 <sup>rd</sup> grade | 120   |
| Jamiee Cates        | <a href="mailto:jfreema2@rvaschools.net">jfreema2@rvaschools.net</a>   | 3 <sup>rd</sup> grade | 117   |
| Tonisha Brooks      | <a href="mailto:tbrooks@rvaschools.net">tbrooks@rvaschools.net</a>     | 4 <sup>th</sup> grade | T-1   |
| Lindsay Teal        | <a href="mailto:lwilcox@rvaschools.net">lwilcox@rvaschools.net</a>     | 4 <sup>th</sup> grade | T-2   |
| Denise Yancey       | <a href="mailto:dyancey@rvaschools.net">dyancey@rvaschools.net</a>     | 4 <sup>th</sup> grade | T-3   |
| David Dejnozka      | <a href="mailto:ddejnozk@rvaschools.net">ddejnozk@rvaschools.net</a>   | 5 <sup>th</sup> grade | 112   |
| Anne Dunn           | <a href="mailto:adunn2@rvaschools.net">adunn2@rvaschools.net</a>       | 5th grade             | 113   |
| Tracee Candia       | <a href="mailto:tcream@rvaschools.net">tcream@rvaschools.net</a>       | 5 <sup>th</sup> grade | 111   |
| Samuel Best         | <a href="mailto:sbest@rvaschools.net">sbest@rvaschools.net</a>         | Exceptional Ed.       | 114   |
| Dawn Faircloth      | <a href="mailto:dfairclo@rvaschools.net">dfairclo@rvaschools.net</a>   | Exceptional Ed.       | 113QA |





|                    |                         |                             |         |
|--------------------|-------------------------|-----------------------------|---------|
| Stephanie Kilby    | skilby@rvaschools.net   | Exceptional Ed.             | 119QA   |
| Andrea Clyne       | aclyne@rvaschools.net   | Exceptional Ed.             | 110QA   |
| DeShera Polk       | dpolk@rvaschools.net    | Exceptional Ed.             | 101     |
| MaKayla Brooks     | mbrooks5@rvaschools.net | Instruc.<br>Assistant(SPED) |         |
| Kathryn Hines      | khines2@rvaschools.net  | Instruc.<br>Assistant(SPED) |         |
| TBA                | @rvaschools.net         | K Instruc.<br>Assistant     |         |
| Jemai Robinson     | jrobins8@rvaschools.net | Instruc. Assist.<br>(SPED)  |         |
| Taylor Jones       | @rvaschools.net         | Instruc. Assist.<br>(SPED)  |         |
| Julie Crowder      | jcrowder@rvaschools.net | Art                         | T-4     |
| Rob Winslow        | rwinslow@rvaschools.net | Music                       |         |
| Mark Bingaman      | mbingama@rvaschools.net | P.E.                        | gym     |
| Melissa Oliver     | moliver@rvaschools.net  | Media<br>Specialist         | library |
| Elisa Schauer      | eschauer@rvaschools.net | Spanish (FLES)              | 133     |
| Patricia Woodberry | pwoodber@rvaschools.net | SPACE 4/5                   | 130     |
| Brook Cosans       | block@rvaschools.net    | SPACE K-3                   | 130     |
| Keri Treadway      | kfransse@rvaschools.net | Reading Interventionist     | 131     |
| Liane Bain         | lbain@rvaschools.net    | Math Interventionist        | 120QA   |