

2025 Back to School Guide

11 Payment Items • 1 form • Frank S. Greene Jr. Middle • 11 days ago • Friday, Aug 1 at 12:00 PM • **6th Grade, 7th Grade, 8th Grade, GR Staff**

Greene Middle School - 2025 Back To School Guide

– Please read by August 11, 2025

Dear Greene Families,

Welcome to the 2025-26 academic school year! The staff and I are proud of our school, our exemplary programs, and the learning experiences we create for students. At Greene we share high expectations for ourselves as well as for your children – our students. Our mission is to educate and nurture all students in ways that will assist them to discover their potential as young adults. We look forward to and appreciate our partnership this year. Meet our Administrators and meet our Counselors.

- Sixth Grade:
 - Mimi Kwon, 6th grade Administrator, mkwon@pausd.org
 - Kylie Payne, 6th grade Counselor (Redwood & Sequoia Teams), kpayne@pausd.org
 - Susan Curry, 6th grade Counselor (Oak Team), scurry@pausd.org
- Seventh Grade:
 - Ben Gonzales, 7th grade Administrator, bgonzales@pausd.org
 - Susan Curry, 7th grade Counselor, scurry@pausd.org
- Eighth Grade:
 - Courtney Carlomagno, 8th grade Administrator, ccarlomagno@pausd.org
 - Kylie Payne, 8th grade Counselor, kpayne@pausd.org

PLEASE COMPLETE

1-Register

REGISTER - ALL GRADES

***Complete the Annual Data Update** (or ADU) in Infinite Campus. Having your family's current contact information is critical to accurate and timely communication.

1. Login to launchpad.classlink.com/pausd
2. Launch Infinite Campus
3. On the left side menu in Infinite Campus, click "More"
4. Click "Online Registration"
5. Under "Annual Data Update", next to "Aug 2025 - June 2026 - Next School Year", if it is not marked "complete", click "Start".

[Seventh Grade Only](#) – Verify up-to-date ***Tdap vaccination** (click link for more info)

* **PLEASE NOTE:** *Students must have these two items completed; otherwise they will not be admitted to class in accordance with district policy.*

2-Review & Acknowledge

Review Greene Policies and Acknowledge -

Greene Middle School has a [Handbook](#), which contains definitions, policies, and processes set forth by the Palo Alto Unified School District and the Greene Middle School administration. From this Handbook, we have selected 6 policies that set expectations for the behavior and actions for all Greene students. ***Please review each policy (links provided below) and acknowledge that you and your child have read and understand the policy and agree to follow it by marking the checkboxes and signing the acknowledgement form found below.***

- [Academic Honesty](#)
- [Attendance](#)
- [Bullying Prevention](#)
- [Cellular Telephones and Electronic Devices](#)
- [Lock & Locker Expectations](#)
- [Technology use](#)

3-Prepare for School

Welcome Back to Greene!

- **Our first day of school is Thursday, August 14th.** When arriving on campus for the first day of school, **students will report to their ADVISORY/PRIME for their first class of the day. The first bell rings at 8:25 am.** Signs listing advisory classes will be posted around campus. Students can also direct any questions to our staff members located throughout campus. During advisory, students will receive their full class schedule with a campus map. Class schedules will also be available in Infinite Campus accounts beginning Tuesday, August 12th at Noon (12:00pm), any earlier publications are not complete schedules. Note: Schedule change requests will only be available for schedules with errors.
- **Student bicycles:** If your child plans to ride their bike to campus, please review a safe route to school and review bike safety with your child. Please also remind your child to wear their helmet and bring and use a bike lock to secure their bike in one of our three bike cages on campus.
 - Resource: [Greene Safe Routes to School Map](#)

- **Locks and lockers** for the 25-26 school year will be assigned to 7th & 8th grade students on the first day of school. All 6th grade students will receive their lock and locker assignment during Jaguar Journey during the first days of school.
- **Student Chromebooks: Returning 7th & 8th grade students, please bring your chromebook fully charged back to school on Monday, Aug 18th.** New 7th & 8th grade students will receive their chromebooks during the first days of school. All 6th grade students will receive their chromebooks during Jaguar Journey during the first days of school.
- If your child is returning to our campus, please have your child **bring their ID Card on the first day of school.** Students who are new to our campus will receive an ID card once school photos are taken on Tuesday, Aug 19 & Wednesday, Aug 20th during PE. ID Cards are necessary because they are used for different purposes while on campus, including brunch and lunch pick-up.
- **SCHOOL MEALS: Brunch and Lunch** Palo Alto Unified School District will provide two free meals (brunch and lunch) during each school day to students requesting a meal, regardless of students' free or reduced - price meal eligibility.
 - Although all students may receive free meals without applying, we strongly encourage parents to apply as completion of these forms may bring significant additional funds to our schools; and qualify students for a variety of benefits. Even if your family qualified for free or reduced-price meals last year, you need to reapply for the 2025-2026 school year unless you recently received a notification letter informing you your student has been pre-approved for free and/or reduced-price meals. Apply online at <https://paloalto.familyportal.cloud> or return a completed application form (available at all school sites and posted on the district website) to Student Nutrition Services, 25 Churchill Ave., Palo Alto CA 94306.
 - The PAUSD Student Nutrition Services website has been updated. Please visit <https://www.pausd.org/school-life/food-services> to view all meal plan information and menus. For more information, email foodserv@pausd.org or call (650) 329-3806.
- **Middle School Athletics** is run through the City of Palo Alto. For more information, please view information here: [Palo Alto Middle School Athletics Information](#)
- **Useful links:**
 - [Aug 2025 First days bell schedule](#)
 - [Fall 2025-Student fillable schedule & map](#)
 - [25-26 PAUSD School Year Calendar](#)

KEY DATES

Wed, Aug 6	Greene Office opens. Aug 6-8, Summer Hours: 8:30 am - 2:00 pm. Aug 11, Regular Hours begin: Monday - Friday, 7:30 AM to 4:00 PM.
Tues, Aug 12 12:00 pm	STUDENT SCHEDULES available at 12:00 pm. To view your student's schedule, log in to Infinite Campus. If you have questions, please contact your child's counselor. Students can print out and fill in this student fillable schedule prior to coming to campus: Fall 2025-Student fillable schedule & map . Note: Schedule change requests will only be available for schedules with errors.

Tues, Aug 12 4:00 pm - 5:30 pm	New families to Greene are invited to Greene 101 on Tuesday, August 12th from 4:00 pm - 5:30 pm in our Multi-Purpose Room (MPR). Adults will attend an informational session in the MPR while students will attend a breakout session with our leadership students, including a student panel Q & A and tour of campus.
Thurs, Aug 14 8:25 am start	First Day of School - School starts at 8:25 AM and ends at 2:30 PM. The bell schedule for our first days can be found here: Aug 2025 First days bell schedule
Thurs, Aug 14 - Mon, Aug 18	Jaguar Journey (orientation program) for students - On these three days, 6th graders will review orientation components during classes, and 7th & 8th grade students will review important school information through classes. Interested parents can sign up to volunteer here: Jaguar Journey Parent Volunteer Form
Fri, Aug 15 1:45 pm - 4:30 pm	Bike Clinic & Festival sponsored by the Greene PTA and the City of Palo Alto Safe Routes to School <u>Sign up here to schedule a repair!</u> <i>We need parent volunteers for this event. <u>Please sign up here!</u></i>
Tues, Aug 19 & Wed, Aug 20	School Picture Days! Photos will be taken for all students through their PE classes. If ordering online (https://my.lifetouch.com) please use our picture day ID code: EVTCDVNR7 . LINK: Aug 2025-School Photo info flyer NOTE: <i>School Photo make-up day is Thursday, Oct 2, 2025</i>
Wed, Aug 20 6:30pm	First Principal's Google Meet at 6:30pm. LINK: https://meet.google.com/nqu-pdoh-zkd
Fri, Aug 22	Completed Acknowledgements and Purchases & Donations Forms due on ParentSquare or to the Front Office.
Wed, Aug 27	Back-to School Night – Mark your calendars. More information will come through Parent Square.
Thurs, Aug 28	<u>Early Release Thursday Schedule.</u> 2:30pm Dismissal.
Fri, Aug 29	<u>Minimum Day Schedule.</u> 12:40pm Dismissal.
Mon, Sep 1	NO SCHOOL. Labor Day Holiday

4-Greene PTA

Welcome Greene Families!

The Greene Middle School PTA is excited to kick off another amazing year! Whether you're new to our community or returning, we're so glad to have you with us for the 2025–2026 school year.

Our **PTA Annual Give Fundraising Campaign**, kindly requests each Greene family make a donation of **\$350 per Greene student - or give what you can!** Your generous support enables the PTA to fund the following list below and organize so much more.

What does the PTA do?

- **Materials and Supplies** - Provide over 60% of Classroom Materials
- **Enrichment Programs** - Science, Math, Arts, Cultural Events, Student Workshop Programs, and Field Trips
- **Student and Parent Community** - Leadership, Wellness, Spirit Weeks, Dances, Student Clubs, Logowear T-Shirts, Parent Ed Events and Socials
- **Visual and Art Programs** - Music Dept (Band, Orchestra and Choir), Art and Drama
- **Academic Support** - Homework Habitat (Greene's After-School Homework Center)
- **Library Resources** - Expanding book titles and learning materials for all students
- **Teacher Appreciation** - Teacher and Staff recognition throughout the year
- **Let's make this year great - together! [DONATE HERE](#)**

Principal's Google Meets and In-Person Coffees

The first Principal's Google Meet of the 2025-26 school year will take place on **Wednesday, August 20th at 6:30 pm** at <https://meet.google.com/nqu-pdoh-zkd>. It will include an overview of the opening of the school year, as well as upcoming activities and events taking place on campus. The Principal's Google Meet also provides an opportunity for parents and family members to ask questions.

Typically, the Greene PTA eNews promotes upcoming Greene Principal's Google Meets and In-Person Coffees, and shares a Google doc with parents where they can submit questions for Principal Carlomagno.

Bike Clinic & Festival sponsored by the Greene PTA and the City of Palo Alto

Safe Routes to School - Free Bike Repair!! (for Greene Students only : mini-tune-ups for air, brake, and chain) will be made at Greene on the front lawn near the N. California Ave Parking lot. **Sign up here to schedule a repair!**

- The repairs are for one (1) bike per current Greene student
- You are responsible for picking up your bike by 4:30 pm. After 4:30pm, bikes will be left unattended.
- We will repair flat tires with new tubes. If you need a new outer tire, you must provide it. The mechanics will install it for you.

- Please bring your helmet. We will check if it fits properly!
- If you have not registered your bike, you can complete a bike registration form at our event.
- Enjoy a popsicle provided by PTA as you wait for your bike to be repaired, and check out the other bike related booths.
- ***We need parent volunteers for this event. [Please sign up here!](#)***

5-PiE

Be a PiE Champion This Year

PiE is in need of parent volunteers to add to our Greene PiE Team. Volunteering can easily be adapted around busy schedules. Your participation makes a huge impact on our students.

How can you help?

As a PiE volunteer you help communicate the benefits of PiE in order to gather donations. These donations fund several of our Electives Teachers and Wellness Counselors. PiE volunteers are fellow parents sharing information to support our students. We have one-time event opportunities where you can help with as little or as often your schedule allows throughout the school year. Examples of these events are sending emails in November, being at a table at music events, or speaking at school parent meetings.

Interested? Email greene@papie.org for more details.

Make a Partners in Education (PiE) donation:

PiE funds important electives, music programs, counselors and classroom support. Learn more on [PiE's website](#). You may also donate via the [PiE donation website](#) or Back to School Forms linked below. Forms can be dropped off in the Greene Main Office PiE donation box. Thank you for your contribution to PiE!

[2025 PiE Back to School Form \(English\)](#)

[2025 PiE Back to School Form \(Spanish\)](#)

[2025 PiE Back to School Form \(Mandarin\)](#)

6-YCS

YCS is our local Youth Community Service organization.

Please click on the link provided for more information on how to get involved with local community service.

LINK: [August 2025 - Youth Community Service Information Flyer](#)

Youth Community Service donations can be submitted through this

link: <https://www.youthcommunityservice.org/donate-to-ycs/>

7-Yearbook

Pre-purchase to reserve your 2025-26 Yearbook now!

Throughout the 25-26 school year, your child will be making memories. Please click on the link provided to reserve your 25-26 Yearbook now for \$50, prices go up to \$60 on November 1st.

LINK: [Pre-purchase to reserve 25-26 Yearbook now](#)

8th Grade Baby Ads

Traditionally, 8th grade families have marked this milestone in our annual yearbook by purchasing an 8th grade Baby Ad. Baby ads can be ¼ page for \$70 or ½ page for \$120 featuring photos and a personal message from the 8th grader's family marking their promotion to high school. Baby ads must be purchased and submitted by January 9th for our publication. For more information or to purchase an 8th grade Baby Ad, click the link below.

LINK: [Purchase an 8th Grade Baby Ad](#)

Get involved with the Yearbook

Our annual yearbook is created through a yearbook club which meets at lunchtime and afterschool during the school year. If you or your child would like to get involved with the creation of our yearbook, please submit an interest form.

LINK: [Yearbook Club Interest Form](#)

You can also get involved by submitting your photos of events held outside of school hours (i.e. Greene Sports, Dances, Concerts, etc.) through "Yearbook Snap". Click on the link for more information about how to submit your photos for yearbook consideration.

LINK: [Yearbook Snap Information](#)

8-Purchase & Donate

Greene Purchases and Donations for 2025-26

NOTE: Descriptions in this section provide explanations for the purchases and donations listed at the bottom of this page.

PURCHASES

- **PE Uniform.** A Greene Middle School logo uniform is not mandatory, but clothes worn in 7th & 8th grade PE classes must be dark green shorts & a gray short sleeved shirt. Only 7th & 8th grade students will be dressing out for PE this year. Greene logo PE uniforms are available for purchase:
 - PE Uniform Shirt \$15
 - PE Uniform Shorts \$15
- **Music Materials and Uniforms** (Band, Choir, Orchestra)
 - 6th Grade - Music materials and uniform \$30
 - 7th & new 8th Grade - Music materials and uniform \$50
 - Returning 8th Grade (already has uniform) - Music materials ONLY \$30

DONATIONS - Suggested amounts are listed below. However, any and all donation amounts are appreciated

- **Associated Student Body (ASB) - \$75 Suggested Donation**

The ASB helps bring campus-life to life! Your donation pays for the teachers and staff who make extracurricular and leadership opportunities possible for all students

- Lunchtime and after school clubs
- Lunchtime sports
- Cultural and campus leadership events
- Campus supervision for events

- **Musical Instrument Donation - \$100 Suggested Donation**

Greene's Band and Orchestra programs depend on well-maintained instruments for student success. Your donation helps ensure every student has access to quality instruments year-round.

- Helps maintain and repair the school-owned instruments loaned out to our students.
- Ensures all students have access to functional, quality instruments

- **6th Grade Donation - \$150 Suggested Donation (Only for 6th grade families)**

The 6th grade year is full of discovery and transition. Your donation helps create a memorable and enriching experience for our newest Jaguars.

- Jaguar Journey - a fun and supportive orientation program for incoming 6th graders
- Exploratory Wheel - Supplies and Materials for hands-on enrichment classes

How To Purchase or Donate:

- To purchase or donate using a credit card, fill out the lower portion of this screen. **Make sure to print a copy of your transaction as proof of payment/donation.**
- To purchase or donate by cash or check, please visit the GREENE main office and request a form.

Thank you very much for supporting our school community. We – the Greene team – look forward to a positive and productive year, and we hope your family is too! For questions, visit the [Greene website](#) or contact us at (650) 494-8120.

See you soon,

Courtney Carlomagno

Frank S. Greene Jr. Middle School Principal

ccarlomagno@pausd.org

Please do not reply to this email.

[Friday, Aug 8 at 7:55 AM]

Greetings Greene Families!

Our first day of school is less than a week away! Don't miss the important information in this Back to School Guide. Please view it in ParentSquare to read all of the information and updates since the first publication, including updated links and information from PTA and PiE. Please review all of this important information by Monday, Aug 11th.

Reminders:

- All Greene Families are invited to Greene 101 on Tuesday, Aug 12th from 4:00-5:30pm in our MPR. Community partners will be on site to provide information about their programs.
- The FIRST DAY OF SCHOOL is on Thursday, Aug 14th. The first bell rings at 8:25am.

See you all very soon!

Form Input

Complete by Friday, Aug 22

Back to School Acknowledgement Form

Review and Acknowledge Greene Policies

Greene Middle School has a [Handbook](#), which contains definitions, policies, and processes set forth by the Palo Alto Unified School District and the Greene Middle School administration. From this Handbook, we have selected 6 policies that set expectations for the behavior and actions for all Greene students.

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- [Attendance](#)
- [Bullying Prevention](#)
- [Cellular Telephones and Electronic Devices](#)
- [Lockers and Locks](#)
- [Technology use](#)

Student Name

Student ID#

Student Grade Level**Student Class**

My child and I have read and understand the Academic Honesty Policy. We acknowledge the academic expectations.

*

- Yes, my child and I have read and understand the Academic Honesty Policy and agree to abide by it.
- No, my child and I have read and understand the Academic Honesty Policy and DO NOT agree to abide by it.

My child and I have read and understand the Attendance Expectations. We acknowledge the attendance expectations.

*

- Yes, my child and I have read and understand the Attendance Policy and agree to abide by it.
- No, my child and I have read and understand the Attendance Policy and DO NOT agree to abide by it.

My child and I have read and understand the Bullying Prevention Policy. We acknowledge the behavior expectations.

*

- Yes, my child and I have read and understand the Bullying Prevention Policy and agree to abide by it.
- No, my child and I have read and understand the Bullying Prevention Policy and DO NOT agree to abide by it.

My child and I have read and understand the Cellular Telephones and Electronic Devices Policy. We acknowledge the expectations.

*

- Yes, my child and I have read and understand the Cellular Telephone and Electronic Devices Policy and agree to abide by it.
- No, my child and I have read and understand the Cellular Telephone and Electronic Devices Policy and DO NOT agree to abide by it.

My child and I have read and understand the Lockers and Locks Policy. We acknowledge the expectations.

*

- Yes, my child and I have read and understand the Lockers and Locks Policy and agree to abide by it.
- No, my child and I have read and understand the Lockers and Locks Policy and DO NOT agree to abide by it.

My child and I have read and understand the Technology Use Policy. We acknowledge the expectations.

*

- Yes, my child and I have read and understand the Technology Use Policy and agree to abide by it.
- No, my child and I have read and understand the Technology Use Policy and DO NOT agree to abide by it.

Please type in your child's full name to acknowledge reading all of the expectations listed above. *

Parent/ Guardian Name

Parent/ Guardian Email

Parent/ Guardian Phone

Information entered on this form will be visible to the post admins and ParentSquare admins

Signature

Date

Online Payment

Please pay by: Friday, Aug 22

Item Name

Greene Logo PE Uniform Shirt \$15

Greene Logo PE Uniform Shorts \$15

6th Grade Music materials and uniform \$30

7th Grade & NEW 8th Grade Music materials and uniform \$50

RETURNING 8th Grade (already has uniform) Music materials ONLY \$30

ASB DONATION for student activities (\$75) \$75

ASB DONATION for student activities (enter your amount)	-
MUSICAL INSTRUMENT DONATION for maintenance (\$100)	\$100
MUSICAL INSTRUMENT DONATION (enter your amount)	-
6th GRADE DONATION for 6th grade program (\$150)	\$150
6th GRADE DONATION (enter your amount)	-