

Welcome Back to School!

We can't wait to see you!

**Biglerville Elementary School
2026-2027**

We're Going Back To School !

OUR FIRST DAY OF SCHOOL WILL BE ON

WEDNESDAY, AUGUST 19TH**

*****Kindergarten parents, due to our Kindergarten "Staggered Start", please check your teacher assignment letters for information regarding your child's first day of school.***

Please take a few minutes to read all the important information in this BACK-TO-SCHOOL Newsletter. We will be using SMORE Newsletters to relay important information to our families throughout the school year. This information is sent out through email, so it is very important that we have your correct email address on file. Please contact the school office if you are not receiving emails or need to update your email address.

QUICK TIPS

Biglerville Elementary School

Upper Adams School District

Phone: 717-677-5200

Fax: 717-677-0101

3270 Biglerville Road, Biglerville, PA 17307

School starts at 9:05 am
and ends at 3:35pm

Transportation Phone # 717-677-7191
Extension #2711

VISIT OUR WEBSITE

For up-to-date information, please make sure to visit the Biglerville Elementary website. You can click on the button link below to be directed to our website.

BIGLERVILLE ELEMENTARY WEBSITE

DISTRICT CALENDAR

You can click on the button link below to access the 2026-2027 Upper Adams School District Calendar. Changes to the calendar will be shared through our newsletters and also could be shared through our parent notification system.

Please note on EARLY DISMISSAL DAYS, elementary students will be dismissed at 11:45am and no lunches will be served.

UASD 2026-2027 SCHOOL YEAR CALENDAR

FIRST DAY PACKETS

All students will be bringing home paperwork that we refer to as "**FIRST DAY PACKETS**". Please make sure to take the time to read the information included in this packet. Some of these forms will need to be filled out, signed, and returned to school by Friday, August 21st.

Included in this packet is the **Upper Adams Student Profile Form**. This form should be reviewed carefully. You can make any corrections on this form to help us update your child's information, and then return the form to school. It is important that we have your up-to-date phone numbers and email addresses so that you can receive important information from our district.





Back to School Night

- **KINDERGARTEN & 1ST GRADE OPEN HOUSE - Monday, August 17th 4:00pm - 6:00pm.** All Kindergarten and 1st grade families are invited to stop by anytime between 4:00pm and 6:00pm to visit the classroom and meet the teachers.
- **2ND & 3RD GRADE BACK-TO-SCHOOL NIGHT - Monday, August 24th from 6:00 pm- 7:00pm.** All 2nd and 3rd grade families are invited to this Back-To-School event. The event will begin with a brief informational program and then families will be able to visit the classrooms and meet the teachers.
- **1ST GRADE BACK-TO-SCHOOL NIGHT - Thursday, September 3rd from 6:00pm - 7:00pm.** All 1st grade families are invited to this Back-To-School event. The event will begin with a brief informational program and then families will be able to visit the classrooms.

CHANGE OF ADDRESS POLICY

Parents/Guardians are now required to fill out an **Address Change Form** and must also provide the proper documents to verify proof of residency. Address Change forms with a list of the documents needed are available in our office or can be found on the district website @

<https://resources.finalsite.net/images/v1692791856/upperadamsorg/gg0yiiwifh369hdubect/ChangeofAddressForm20230701.pdf>.

This form and appropriate documents are required by the Transportation Department before they are able to make any bus changes.



Every Student, Every Day!

Why Daily Attendance Matters

Showing up every day sets students up for success—academically, socially, and emotionally. Here's why it matters:

✓ Missed Lessons = Missed Opportunities

Even one day out can mean falling behind on key lessons, activities, and class discussions.



✍ School Today, Success Tomorrow

Consistent attendance is one of the strongest predictors of academic progress—and opens doors to future opportunities.

🏃 Resilience in Action

Being present every day builds habits of responsibility, perseverance, and grit.

👫 Stronger Friendships

Daily attendance helps students form strong social bonds and feel more connected at school.

💪 Healthier Habits

A consistent routine supports mental and physical wellness—for kids and families.

Let's make 2026–2027 a year of growth, connection, and daily learning—for *every student, every day*.

ATTENDANCE INFORMATION



Report a Student Absence

- Parents are expected to **notify the school office by 9:05 AM** when their child is going to be absent. Even if you contact your child's teacher about an



Absence Notes

- Notes are required after every absence.** School District policy states that within 3 days of an absence, a note must be received to verify why your child was not in school. A



Leaving Early

- If your child has an appointment and needs to be picked up early from school, please make sure to send in a note with your student. This note should have your student's first

absence, you should also notify the school office.

To report an absence, you may call the school office at 717-677-5200 or you can email Mrs. Trostel at d.trostel@upperadams.org

. Parents who do not notify the school office will be contacted by our parent notification system to verify that they are aware that their child is not in school.

written note may be sent in with your child to school, or parents/guardians may send an email to Mrs. Trostel directly at d.trostel@upperadams.org

with the absence reason, or a note can be faxed to the school office @ 717-677-0101. **Please note that the call-in policy does not take the place of a note.**

and last name, teacher, and the time and date you will need to pick them up. You may also let us know if your student is returning to school after the appointment. You will need to come into the building to sign your student out using our kiosk station in the school office.

FAMILY EDUCATIONAL TRAVEL

Upper Adams School District recognizes that travel by our students of an educational nature to be a learning experience and can be considered a legitimate, excused absence if they are **preplanned and preapproved**.

If you are planning a Family Educational Trip when school is in session, you are required to submit an **Educational Trip form** for your child's absence to be excused. The form must be submitted to the school office **3 days prior to the trip**. District policy allows students up to 10 school days per school year and the student's attendance rate must be at 90% or better to be approved. Forms may be found on the district website (click on the link below), or may be obtained at our school office.

EDUCATIONAL TRIP FORM

BUS TRANSPORTATION

You should have received a letter from Transportation with your students bus information . If changes need to be made to your student's bus stop, it is important that you contact the **Transportation Department at 717-677-7191 ext. 2711**.



Please keep in mind that students need to be at the bus stop 5-10 minutes earlier than their regularly scheduled pick-up time.

All Kindergarten students should have received a special bus/car tag with their transportation letters. This tag is very important in helping us identify your students transportation information. Please make sure that your student wears the tag to school for at least the first 2 weeks of school.

CAR TRANSPORTATION

- **Notes are Needed** when you intend to pick up your child at the end of the school day, or when you want to authorize another adult to pick your child up from school. **Please keep us informed!** We can not rely on verbal instructions your child may share with us. If a note is not received, your child will be sent home their normal way, at their normal time. Notes can be placed in your child's folder/bookbag. Please make sure the note has your student's first and last name, grade and teacher, and very importantly the date you are picking up your student.
- If your student will be a **car rider everyday**, please remember to send in a note with your student stating that "they will be an everyday car rider". **A new note is needed every year, so if your child was a car rider the previous school year, we will still need a new note for the 26-27 school year.** Please make sure that your student's first and last name, grade, teacher, and parent signature are on the note.
- For safety purposes, we utilize "**car rider signs**" to help our staff identify which student you are picking up. Car rider signs will need to have your student's name written on it and are color coded by grade. These signs will be available at Back-To-School nights and are also in the school office and must be displayed on your dash or window when picking up your student.
- **Parent Drop-Offs in the AM** - In order to insure the safety of all of our students, parents may not enter the lobby area to wait with their children. Students may be dropped off between 8:45 and 9:05 AM. **When dropping off your child, please do so at the front of the building in the car loop to the right.** Students arriving after 9:05 will need to be signed in at the office by the parent or adult bringing them to school. Click on the link below to view a video of student drop off:

Student Drop Off:

English: <https://youtu.be/nJQADLX8rA8>

Spanish: <https://youtu.be/1O9f3LgxjVA>

- **Parent Pick-Ups in the PM** - Parents who want to pick up students at the end of the school day may not wait in the lobby area to pick up students. Parents are asked to wait in their cars. **When picking up your child at the end of the day, please do so at the front of the building in the car loop to the right.** All students who are being picked up at the end of the day will be dismissed from the building at 3:30 PM. Please click on the link below to view a video of student pick up:

Student Pick Up:

English: <https://youtu.be/YTKTY4-OwXM>

Spanish: <https://youtu.be/ftaHuVtUk1U>

- **Except in cases of emergency, please refrain from calling the school in the afternoon to change your child's dismissal instructions for that day.** Arrangements for after-school should be made before your child leaves in the morning. A written note should be sent in with your

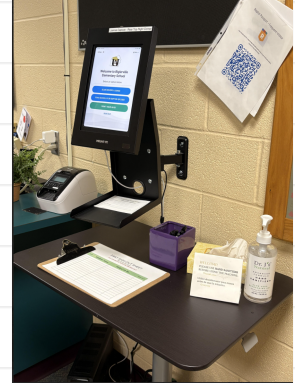


student advising the teacher and school office of any changes to your students normal dismissal.

VISITING OUR BUILDING

If you will be visiting our building or checking your child in/out, you will be using our **RAPTOR KIOSK SYSTEM**. Read below for more information regarding RAPTOR.

The safety of our students is our greatest priority. To make our schools an even more secure place to learn, the Upper Adams School District has a visitor management system located at the front desk of all School and District Offices. **RAPTOR** is a simple to use software system that allows schools to quickly account for who is entering and exiting buildings using an ID sign-in process. Visitors will scan their State-Issued Driver's License for a security screening.



The RAPTOR system is also used to check your child in/out if they arrive late or need to leave early for an appointment. You will not need your Driver's License for signing your child in/out, however, we will have a sign in/out sheet for you to sign.

If you will be a frequent visitor to our building, you may want to consider downloading the RAPTOR APP to your phone to pre enroll your driver's license for easy check in/out. Once you have the RAPTOR APP, you will simply scan the RAPTOR QR code on your phone and will no longer need your license to check into our building. For instructions on how to download the RAPTOR APP, click on the following link

<https://drive.google.com/file/d/1AJgjnRFuHHNeenWqhlVse6JmznyUEuL/view>

or scan the QR code below.

Raptor Passport – Frequent Visitor



Scan the QR code for a step-by-step instruction guide on how to pre enroll your driver's license for easy check in/out.



VOLUNTEERS

The PA Department of Education has specific requirements that must be followed before volunteers are allowed to be in the presence of students in public school districts. This includes volunteers who want to chaperone a field trip. Please click on the link below for more information on how to complete your volunteer

clearances. If you have any questions or would prefer to pick up a packet of information, please stop by or call the school office at 717-677-5200.



VOLUNTEER CLEARANCES INFORMATION LINK

SCHOOL NURSE NEWS

- From time to time it may be necessary to send medication to school to be taken during the school day. **All medications must be given to our school nurse upon arrival in the building.** All prescription medications should be clearly labeled in the original bottle dispensed by the

pharmacy. An **Administration of Medication Form** must be **completed by a doctor before medication may be given**. This is for both prescription and non-prescription medication.



- **Procedure Should Your Child Get Sick in School** - In a school setting where people are in close contact and often share supplies, illness can spread. A child who is sick will not be able to perform well in school and is also likely to spread illness to other people. More information regarding our District Illness guidelines can be found at <https://www.upperadams.org/departments/health-services/2022-2023-illness-letter-from-the-nurses>.
- Please be sure the school has **working phone numbers**, and you have a plan in place for childcare in case you are unable to come for your child. If you have changes to your phone numbers, please contact the school immediately.
- Also, our School Nurse has a very limited supply of clothing, so it's a great idea to **pack a change of clothing** for your child. Accidents do happen! Your child could spill something or get messy on the playground and having a change of clothes will be most helpful. And remember to send them with appropriate outerwear when the weather gets colder.

FOOD SERVICES DEPARTMENT: FREE BREAKFAST FOR ALL STUDENTS

The USDA be extending the breakfast school meal waivers for the 26-27 school year, allowing our school district to serve free breakfast meals to all children, regardless of a family's economic status. Students who wish to purchase an additional milk or ala carte items will need to have money in their student lunch account.



- Food Services prices for the 2026-2027 school year for elementary students: \$2.95 lunch /\$0.00 breakfast (**breakfast is free for students for the 26/27 school year**).
- The UASD Food Service Department utilizes a meal accounting system that allows you to deposit money into your child's account. Each student's account is unique and theirs alone. As your child purchases meals, milk, or a la carte items, the amount spent is subtracted from the balance in their account. Want to see what your child has been buying? Log on to www.myschoolbucks.com. Once you have registered and set up an account, you can track your child's account balance, add money to your child's account, and get low-balance email reminders. **Also, for the 26/27 school year, UASD will again be waiving the fee for using the My School Bucks website to add money to your child's lunch account.**
- If you don't want to use myschoolbucks.com to add money to your child's account, please note that checks are preferred to cash. When paying by check, please make check payable to **UASD Food Service** and include your student's name and lunch ID on the check. It is also very helpful if you specify that the money is for your child's food account. The cafeteria will also

accept cash payments, however, keep in mind that they are unable to give change, and the entire amount presented will be put into your child's account.

- The school menu can be found on the district website under Departments - Food Services @ <https://www.upperadams.org/departments/food-services/department-home>

Please keep in mind that we will still need our families to complete the FREE/REDUCED MEAL APPLICATION so that it does not impact any current or future benefits that you are receiving.

Here's how you can apply:

- You can fill out the FREE/REDUCED MEAL APPLICATION which will be included in your student's first day packet and return it to school.
- Or you may use this link to apply: <https://www.upperadams.org/departments/food-services/free-reduced-information>.

FALL PICTURE DAY



Thursday, September 17th will be our Fall Picture Day.

All students will have a school picture taken for our school records.

Be on the look out for more information that will be sent home with your child closer to our picture date.

CFY AFTER SCHOOL PROGRAM

The link for enrollment for the Center For Youth & Community Development 2026/2027 After School Program is live and can be completed at cfygettysburg.com/afterschool.

See flyers below for additional information!

After-School Program

Register Now for 2026-2027 School Year!

We offer a **safe**, supportive and **FREE** place for students to **GROW** as individuals.



- Help with homework/tutoring
- Interactive/cooperative activities
- Positive character development
- Academic enrichment
- Environmental exploration
- Career development options
- Fitness and healthy lifestyle activities
- STEM projects
- Social Emotional Learning
- Visiting musicians, artists, and community partners

This program is **FREE** to all families regardless of income. 2.5 hours per day Monday-Friday, beginning at last bell. For locations and to register visit: www.cfygettsburg.com/afterschool



For more information about the CFYCD Afterschool Program located in your school, please contact Heather at 717-339-6201 or heather@cfygettsburg.com

El Programa Después de la Escuela 2026-2027

¡La inscripción está abierta!

Ofrecemos un ambiente seguro y de apoyo para que cada estudiante pueda CRECER como individuo.



- Ayuda con las tareas
- Actividades interactivas / cooperativas
- Desarrollo positivo del carácter
- Enriquecimiento Académico
- Exploración Ambiental
- Actividades de estilo de vida saludable
- proyectos STEM
- Visitas especiales de músicos, artesanos y miembros de la comunidad

Este programa es **GRATUITO** para todas las familias independientemente de sus ingresos. 2.5 horas diarias de lunes a viernes, comenzando con la última campana.

www.cfygettsburg.com/afterschool



Para más información acerca del programa CFYCD en su escuela, o para inscribir a su hijo/a, comuníquese con Teresa al (717) 338-0300 x104 o adminassist@cfygettsburg.com

News from the PTO

The PTO Board of Directors would like to welcome our new and returning Canner families to the 2026-2027 school year!

We have a lot of fun activities coming up, including one of our favorites, Race for Education, which will be on Friday, October 16th. We are in need of volunteers, so if any parent, guardian, or grandparent is interested, please see one of our tables at the back to school nights or check out our FACEBOOK Page for information on volunteering. Please make sure you are up-to-date with your clearances that are required for in-school volunteering.

We are also looking for several volunteers to chair committees.

Are you interested in Book Fairs or the 'Reading is Fundamental' (RIF) Program?

Do you like posting communications on Facebook?

Do you enjoy helping with teacher appreciation activities?

The PTO has a spot for you!!! To get involved, email our PTO President, Brittany at:

BiglervilleElementaryPTO@gmail.com if you are interested.

Be sure to like and follow our FaceBook Page to get all the updates and info about PTO activities this year. <https://www.facebook.com/biglervillepto>

Our first PTO meeting of the school year will be Tuesday, September 15th at 6pm. We hope to see you there!

We're excited for another great year!

BiglervilleElementaryPTO@gmail.com

Brittany Bretzman, President

Sara Hoch, Vice President

Keri Peterson, Secretary

Abi Miller, Treasurer

Kelly Pelc, Teacher Rep

IMPORTANT DATES TO REMEMBER

- **AUGUST 17TH** - Kindergarten & 1st Grade Open House 4:00pm - 6:00pm
- **AUGUST 19TH** - First Day of School
- **AUGUST 24TH** - 2nd & 3rd Grade Back-To-School Night @ 6:00pm
- **SEPTEMBER 3RD** - 1st Grade Back-To-School Night @ 6:00pm
- **SEPTEMBER 7TH** - No School for Students
- **SEPTEMBER 15TH** - PTO Meeting @ 6:00pm
- **SEPTEMBER 17TH** - Fall Picture Day



- **SEPTEMBER 21ST** - No School for Students
- **OCTOBER 9TH** - Early Dismissal for Students @ 11:45am
- **OCTOBER 12TH** - No School for Students



BIGLERVILLE ELEMENTARY SCHOOL

UPPER ADAMS SCHOOL DISTRICT

Phone: 717-677-5200

Fax: 717-677-0101