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BUILDING PRINCIPAL
MRS. STEFANIE RUCINSKI

ASSISTANT PRINCIPAL
MRS. ALICIA ULBERG

June 2018

Dear Parents/Guardians:

We are so excited to invite you to our 5th grade moving up ceremony. In order for our moving up celebration to run smoothly and to ensure a safe dismissal for students, please review the following procedures:

- Upon arrival to the school, please proceed to the lobby and sign in.
- If you plan to take your child home following the ceremony, please fill out and return the slip below to your child's teacher no later than Friday, June 15, 2018. At the conclusion of the ceremony, **one** parent/guardian will be asked to go into the small gym to pick-up his/her child.
(This should be the parent/Guardian that signed the form).
- Your child's teacher will return the permission slip to you and you will escort your child out of the building via the main entrance. Staff will be on hand to ensure a smooth dismissal and to collect the permission slip.

Reminder of the schedule:

Monday, June 18: Mrs. Harjes, Mrs. McGinnis, Mrs. Pedra, Mr. Perkins, Mrs. Ribauda, Mrs. Tietjen,
9:00 – 10:00 a.m. Mrs. Behl

Tuesday, June 19: Mrs. Gallina, Mr. Giresi, Mrs. Heaton, Mr. Paolillo, Mrs. Pettit/Ms. Ramirez
9:00 – 10:00 a.m.

Wednesday, June 20: Mrs. Ciervo, Mrs. Deery, Mrs. McNaughton, Mr. Moodt, Mrs. Olivotti-Dodge,
9:00 am – 10:00 a.m. Ms. Kraker, Mr. Tortora

Teacher: _____

I will be taking: _____ home directly after the moving up ceremony on _____.
(Child's Full Name) (Date of Ceremony)

Signature: _____
(Parent Signature)

Sincerely,
Mrs. Stefanie Rucinski
Mrs. Stefanie Rucinski
Principal

Mrs. Alicia Ulberg
Mrs. Alicia Ulberg
Assistant Principal