

Dear Parent(s),

Welcome to Richardson! My name is Joe Slavin and I will be the Principal at Richardson this school year. Jim Miklausich will be our Education Coordinator. We have 491 students enrolled this year. My parent newsletter will be sent home on a monthly basis, with additional communications sent home as the need arises. Please watch your child's backpack to keep you informed of important school events. You can also find a copy of this newsletter and other Richardson information on the district web site. Go to www.isd622.org and then click on Richardson school.

It is our goal to have students here each day. However, if your child needs to be absent, please call the **ATTENDANCE LINE** phone number, which is 748-6945, rather than the main office number. This will expedite the information getting to our health aide who records our school attendance. Our school day is from 9:15 a.m. until 3:45 p.m. **Being on time for school is very important.** Being tardy disrupts the learning process for all students. Your cooperation in getting your child to school on time is greatly appreciated. If your family will be on vacation when school is in session, we ask that you complete a form, which is available in the office.

Occasionally during the school year, newspaper or television media from the district or other local sources will be at school interviewing or taking pictures of staff and students. **If your child is not to be included or identified in these activities, please let me know in writing.** Also, please discuss your decision with your child so that they will be less likely to volunteer to be interviewed or photographed.

Thank you for your cooperation in making our drop off and pick up procedures safe for our students. *We would like to clarify that the when you drop off and pick up students in the designated area in front of the school, it needs to be done in a timely manner.* **This area is not intended for stopping, waiting or parking.** If you wish to park, you may park in our upper lot on 17th Avenue, on the west side of 1st Street or on side streets. Please see the back of this newsletter for important Arrival and Dismissal information.

Mark your calendar for Thursday, September 17th, for our first Parent Support Council meeting. All parents are encouraged to attend.

We will begin our **Kathryn Beich Fall Fundraiser** with a kick-off assembly on Wednesday, September 23rd. This fundraiser is sponsored by our Parent Support Council. We encourage all families to participate as these funds go to support enrichment activities and field trips for all of our students. This will be our only fall fundraiser.

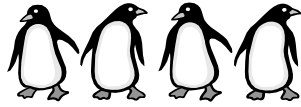
If you were unable to attend our Meet and Greet, please call the office at 748-6900 to schedule a **conference time**. After Monday, September 21st, a time will be assigned for you.

I would like to thank you in advance for helping us to make this a successful year for your student.

Joe Slavin
Principal

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Dates for your calendar...

Sept. 15	Primary Election Day
Sept. 17	Parent Support Council Mtg 6:30 p.m.
Sept. 21 – 25	MAP Testing Gr. 2-5 Reading
Sept. 23	Kathryn Beich Fundraiser Kick Off
Sept. 25	Grade 3 to MN Landscape Arboretum
Sept. 25	Grade 4 River Rendezvous
Sept. 21 – 25	MAP Testing Gr. 2-5 Math
Sept. 29	Partners in Print (Kdgn & 1 st Grades) 6 – 7:30 p.m.
Sept. 30	Kdgn to Afton Apple Orchard



Arrival and Departure Information



In the morning:

- Students not eating breakfast will enter the building no earlier than 9:10 a.m.
- Students eating breakfast may enter at 8:50 a.m. going directly to the cafeteria.
- The area in front of the school along 1st Street is DROP OFF ONLY.
DO NOT PARK THERE!
- If you need to enter the building, please park in the North parking lot entering on 17th Avenue and exiting on 1st Street.
- DO NOT use the bus circle at arrival or dismissal times.

Classes begin at 9:15 a.m.

Classes are complete at 3:45 p.m.



In the afternoon:

- All students will leave the building with their teacher.
- Walkers will proceed to their designated corner.
- If walking with your child, wait outside at the flagpole.
- Students being picked up will meet their parents in the front of the building. Students whose parents are late can wait in the cafeteria or in the front of the school.
- If you need to come into the building, you must check in at the office.
- If driving, park in the North parking lot at 17th Ave and 1st St. Meet your child there.

For student safety:

- DO NOT use the staff parking lot at 15th Ave and 1st St.
- DO NOT use the bus circle at arrival or dismissal times.

We appreciate you following these recommendations to ensure the safety for all of our students.