

A Guide for New Parents

At

Intervale School:



Courtesy of the Intervale PTA



Intervale School PTA

It is with excitement that the Intervale School PTA welcomes you, our newest members of the Intervale family. Kindergarten is such an extraordinary time for you and your child!

In addition to the wonderful faculty and administrative staff at our school, we pride ourselves on having a dedicated PTA membership. Our PTA is a group of parents that work together to make our childrens' experiences at Intervale even more exciting by combining parental and school support.

In addition to funding cultural arts programming, all field trips for students, producing the Eagle Express student-newspaper and the new Intervale Insider PTA-newsletter, we also sponsored and organized the following activities each year:

List of PTA-Sponsored Events

September:	Kindergarten Social Outdoor Family Movie Night
October:	Halloween Bingo Trunk-or-Treat
November :	Scholastic Book Fair Family Photo Night (professional photographer for family portraits)
December:	Holiday Shoppe
January:	Family Fun Night
February:	Science Fair Mardi Gras Bingo
March:	Scholastic Book Fair Puzzle Night
April:	Spring Carnival Scholastic Book Fair
May:	Plant Sale Field Day
June:	Year-End PTA Party End-of-Year Celebration!!!

Our PTA meetings are held once per month, usually the second Wednesday evening of the month. We hope you come out to join in what's happening at your school. We look forward to meeting you!

From The Executive Board of the Intervale PTA

School Hours:

Regular School Day: 8:50am – 3:20pm

½ Day (One Session Day): 12:50pm Dismissal

2 Hour Delayed Opening: 10:50am Start

School District Website: www.pthsd.k12.nj.us

Intervale School Website: <http://www.pthsd.k12.nj.us/SCH/IN/In.title.html>

Topics/Terminology:

All Purpose Room: This is the gym, lunch room and auditorium at Intervale.

Back-to-School Night: A night in late September where parents are invited to meet with their child's teacher in a group setting. This is an adult-only event.

Bingo Night: A free, family-fun event run by the PTA. Snacks are sold and prizes are won.

Blacktop: This is located on the side of the playground. This is where the students line up before school on good weather days and where the "walkers" are released at the end of the day.

Box Tops: An on-going fundraiser for the PTA. Families clip the Box Top symbol from retail boxes and turn them in to the "PTA Mailbox" marked "Box Tops".

Bus Service: A few weeks before school, all families will receive a letter in the mail with your child's bus number and pick-up/drop off location. All Kindergarteners must ride in the front of the bus and may not be released unless a guardian is waiting for them at that location.

Clap Out: Fifth Grade students are honored on the last day of school by having family and friends lined up on the blacktop outside to congratulate them.

Class Parties: Each teacher determines what the needs are for celebrations during the year. The two Room Parents communicate to supporting parents what class needs are regarding snacks, crafts and games for each party. Sign-ups occur in September.

Child-Safe Tape: Every parent must leave a message on the Child Safe Line (973-263-7075x1) when your child is absent. Leave your child's first and last name, their teacher's name, the reason for the absence and if you would like homework sent home with another student or sibling.

One Session Day: This is a ½ day for the children. No lunch is served by Pomptonian, however a snack is served by the PTA for a small fee (see PTA Food Days).

Eagle Express: A student-run newspaper that is written, produced and edited by students.

Emergency Closing List (Emergency Phone Chain): A phone chain system set up and run by the PTA in the event that school closes early for an unforeseen reason before the school day has ended.

Family Fun Night: A free night of entertainment for your family at Intervale School. A variety of themed-entertainment has been offered in the past and snacks are available for a modest price.

Field Day: A one-day event held in late Spring that is run by the Physical Education teacher and the PTA. It allows children to compete in various activities, games and obstacles.

Fifth Grade Rec: This is a ceremony held for the 5th Grade Class to honor their moving up to Brooklawn Middle School. The 5th Grade Rec Committee will hold some fundraisers to pay for the end-of-year celebration, which consists of a Breakfast, Gift Bag for each student and the Ceremony in the All-Purpose Room.

Fun Fair/Spring Carnival: This is a fun event run by the PTA which includes games, food, prizes, and more. There is a nominal fee to attend this event.

Gift Certificate Program: A year-long PTA fundraiser where gift cards can be purchased (a Scrips program) for family & friends to give as gifts or help with weekly family expenses (grocery store cards, gas cards).

“Golden Rule”: This is a rule that all Intervale students live by and are taught on their very first day of school: “Treat others as you want to be treated”.

GRO: The Gifted Reach Out Program is dedicated to nurturing and supporting the unique talents of our highly-capable students. This enrichment program offers students the chance to interact with and be stimulated by their peers, while remaining part of the regular classroom setting. GRO encourages independent learning, research and individual development, using creative problem solving and critical thinking. This begins in 1st grade for those students who are tested and qualify.

Halloween Parade: This is a parade to celebrate the Halloween season. The children bring costumes to school, get changed after lunch and then parade around the blacktop. Families are invited to view the parade surrounding the blacktop. Class Parties follow the parade.

Holiday Shoppe: A PTA-run event in early December where children can shop for the upcoming holidays. Items are priced from \$0.25 to \$8.00.

Hospitality: This is a PTA Committee that provides refreshments and/or meals at various scheduled events to teachers and families throughout the school year.

Indoor Day: When the temperature is below freezing or it is raining, your child will spend recess in their classroom. They will play games or read with their classmates.

Intervale School Handbook or Address Book: The PTA publishes a Handbook in the late Fall that includes all class lists. The following information is included: parents’ names, addresses, phone numbers and email addresses.

Kid Mail: This is our informal “Inter-school” mail system at Intervale. You can send mail through your child’s class to other students or parents in the Intervale Family. To send something via Kid

Mail, label the envelope "Kid Mail", then write the child's or parent's name and the class you are sending it to. Example: "Kid Mail: John Smith 5M".

Kid Stuff Books: A PTA Fall fundraiser to sell coupon books at a discounted price.

Library Aide Schedule: The PTA has a Library Coordinator who schedules parents to help the Librarian during your child's library period each week. You are asked to help check-in and organize books, re-shelve books, and help the class check-out new books.

Math Movers: An annual evening event for kindergarten and first grade students. The children learn to solve math problems through fun physical activities.

Paraprofessional: A teaching-related school staff member who is responsible for concentrated assistance for a student or students.

Parent/Teacher Conferences: These are one-to-one meetings held in November and April of each school year. Your child's report card and overall progress are discussed. Additional meetings with your teacher may also be requested.

Peacemakers: A group of 5th grader students who are trained in active listening, anger management, conflict resolution, problem solving and peer mediation. They assist the noon-time aides during recess and are supervised by the school guidance counselor.

PEC (Parents of Exceptional Children): A Parsippany District-wide organization concerned with the needs of exceptional students. The goals are to be a support group, a special education information network, and an advocacy group for our students and parents. During the school year, it provides programs of interest to parents and caregivers, as well as professionals.

Pomptonian: This company is the District's lunch-service provider. Menus are provided a week in advance and are posted on www.pthsd.k12.nj.us/Lunch/lunchmenu.html.

PTA or Parent Teacher Association: We meet once per month in the Library. All parents are encouraged to join and participate when schedules allow.

PTA Email (intervalepta@gmail.com): The PTA sends messages to notify parents of events and activities. This email distribution list is only for PTA information purposes. All communication must be pre-approved by the PTA President and Intervale Principal before getting sent out.

PTA Food Days: A snack (pizza, bagels, pasta, wraps) is served by the PTA on half-days. There is a small fee for this snack. Notices are sent home 1-2 weeks in advance to sign-up.

Puzzle Night: This is a free PTA event where families gather in the All Purpose Room on a winter evening to compete using various word games, puzzles and other brain teasers.

Room Parent: Two parents are assigned to each class to communicate to other classroom parents on behalf of the teacher the classroom needs for class parties, field trips and other activities.

Scholastic Book Fair: This activity is run by the PTA twice per year. This is the chance for students and families to purchase books both during assigned class times and after school during Family Reading Night.

School Apparel: The PTA sells t-shirts, sweatshirts, pants, fleece pullovers and other items with the Intervale Eagle logo once or twice each year.

School Messenger Notification System: This is an automated email and testing system that notifies parents of important announcements either District-wide or specifically for Intervale School. You may sign up for messenger service at <https://contactme.schoolmessenger.com>.

SKIP: This is the before and after school care program for students. Sign-up is on a monthly basis as is the fee for the service. For more information, go to www.paceandskip.com/family/reg/parent.aspx

Snack: Children from Kindergarten to 3rd grade are allowed to bring in a healthy drink and food item for a mid-morning treat. ***Note: the school does NOT provide a snack.**

Student Council: It is comprised of four elected 5th graders. The council and class representatives from grades 3-5 run several events throughout the year.

Tricky Tray: This is the PTA's largest fundraiser and is generally held every two years, with the last one held on March 7th 2013. Baskets are donated by Intervale families, individual businesses and corporations.

Virtual Backpack: This is an electronic notice system on our school website where notices are added as necessary. These notices will NOT be sent home via hard copy, so it is important to check the "Virtual Backpack" on a weekly basis. Each school has a link on the right side of their website. The address to access the Virtual Backpack is:
http://sharepoint.pthsd.k12.nj.us/community/sch/in/in_notices.aspx

Walker: Refers to a student that is either dropped off in the morning and/or picked up in the afternoon. This child does not go on the bus or go to SKIP. Walkers are dismissed at the end of the day in the rear of the school on the blacktop, next to the playground. **Kindergarteners will not be released unless a parent is present to pick them up.**

Frequently Asked Questions:

What does my child need on the 1st day of school?

Your child will need to pack a snack and a lunch. Your teacher will contact you if there are any supplies that are needed for the first day of school. As a general rule, Kindergarteners do not need any supplies other than their backpack.

What are the yellow ribbons on their backpacks?

These ribbons are given to kindergarten students and must be kept on their backpacks the entire year. It easily identifies who they are for safety reasons on the bus (they sit in the front rows).

What do I do if I am late dropping off my child?

Drop-offs are not permitted. You must walk your child into the office and sign them in if they arrive past the 8:50am bell.

How am I notified if school is closing early?

There is an Emergency Phone Chain List set up by the PTA and you will receive a phone call from an Intervale parent as well as an email or text from School Messenger (if you signed up for the service).

How do I celebrate my child's birthday?

Please notify your teacher of the upcoming birthday and she will let you know what is an appropriate treat and when is a good time to celebrate it.

What if my child is sick or not attending school?

You must call the Child Safe Tape on the main school office number and leave your child's information as well as illness symptoms (973-263-7075x1).

Where does my child meet his/her teacher on the first day of school?

They meet on the blacktop – behind the school next to the playground. The blacktop is marked by grade by teacher. If it is raining, your child will meet his/her teacher in the All Purpose Room.

How do I sign up to help in my child's class?

In September, you will receive a pink notice (all PTA notices are pink) for Volunteer Sign-ups for September through January. Another notice is sent home in early January for late January through June. This will include the opportunity to help as Room Parents as well as for a whole list of PTA-sponsored activities.

What do I do if I would like to pick up my child before the school day ends?

You must write a note to their teacher specifying the date and time you would like to pick up your child in the Main Office. When you arrive in the Main Office, the office staff will call out the classroom to ensure your child is ready. You must also sign out your child in the Log Book in the Office.

What if I visit the school during school hours?

All visitors must go to the Main Office, sign in and receive a visitor pass.

What is my child is going home with another student?

Your child is not allowed to ride on a bus that is not their own, so they must be picked up. They children will then both be considered "walkers" so a letter must be written to the teachers with the date and with whom your child is going home.

How do I become a chaperone for field trips?

Teachers will most likely send out a field trip letter that will advise all parents of the upcoming trip and then address the need for or request chaperones. If only a particular number of chaperones are allowed, then a lottery system of picking names from a hat will be used. * NOTE: Younger siblings are NOT allowed to attend school field trips or class parties for their brothers or sisters.

What is the best way to contact my teacher?

Your teacher will advise you of his/her preferred method of communication at Back-to-School Night. All teachers can be reached via email, phone or written letters. All email addresses are listed on the school website under the "Staff" section or in the PTA Handbook.