

MARK TWAIN ELEMENTARY  
425 N. Church St.  
Silverton, OR.97381  
Greg Kaatz



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Monday, August 12, 2019

Dear Mark Twain Families,

I am very excited to welcome you to the 2019-20 school year at Mark Twain Elementary! We are expecting about 345 K-2 students and everyone is looking forward to a fantastic year.

There are a few details for you to be aware of before the first day:

1. Class lists will be posted for families on Monday, August 26<sup>th</sup> at 4:00 pm.
2. **NEW CONSTRUCTION!** Mark Twain is just wrapping up a number of significant upgrades including full seismic improvement, new sidewalk on Robinson Street, improved internet, new phone and intercom system, and much more. We are scheduled to open doors for students on time, and we ask for your patience regarding “tidying up” after projects are completed. The end result will be an incredible building for your child’s education.
3. **CONTACTING THE SCHOOL!** Unfortunately, due to construction and a new phone system currently being installed, we do not have a working phone line. If you need to contact Mark Twain’s main office, please email Debbie Wiesner, Office Manager, Leticia Piete, Lead Secretary, or Greg Kaatz, Principal. Email addresses can be found at the Mark Twain Elementary School webpage.
4. New this year, the first morning bell will ring at 8:00 am with school beginning at 8:05 am and concludes at 2:30 pm. We encourage your child to join us for breakfast at school which we serve daily from 7:45 am when doors open, until 8:00 am when our 1<sup>st</sup> bell rings. Prompt attendance is vital to your child’s education. Please note this time change and make every effort to have your child at school on time.
5. Our Parent/Student Orientation will be on Tuesday, September 3rd. Please see attached schedule and note that although there is no school for students September 3rd, it is very important that a parent or guardian for each child attends. Staff will work with students preparing for their first day while teachers meet with parents/guardians/representatives preparing for a great year.
6. Classes begin for 1<sup>st</sup> and 2<sup>nd</sup> graders on Wednesday, September 4th and for Kindergarteners on Friday, September 6th. Our Kinder students will have private assessment appointments on the 4<sup>th</sup> and 5<sup>th</sup>.
7. Enclosed you will find a “Destination Postcard” that we are asking you to return as soon as possible. This information will help us determine the correct after school destination plan for your child prior to the first day of school. It is essential that these cards are mailed back to school or dropped at the school office as soon as possible.
8. **SCHOOL SUPPLIES-** Once again, to keep costs affordable to all families, you are asked to send \$30 with your student to cover the cost of student supplies. This will save families time and money and students will have exactly what they need for the entire year! The only supply we ask you to send is a backpack and we ask that you put your child’s name on it. If either the supply fee or the backpack is a hardship for your family, please contact one of our office staff members.

9. **HEADPHONES** - One supply that students use on a regular basis is headphones. We are asking that all families send their child to school with a pair of headphones or earbuds based on personal preference. Teachers will keep your child's headphones separate and accounted for in a Ziploc bag within the classroom. If this item is a hardship for your family, please contact one of our office staff members or your classroom teacher.

I am looking forward to meeting each of our new students and their families as well as visiting with our returning students and families at orientation September 4th! If at any time before or during the school year you have questions or concerns, please do call, email, or stop in. We'd love to hear your thoughts as we partner to make this a fantastic year! - Greg Kaatz: Principal Mark Twain Elementary

### **First Week of School**

September 3rd	Family Orientation (No regular classes)
September 4 <sup>th</sup>	First day of class grades 1 and 2.
September 4 <sup>th</sup> -5 <sup>th</sup>	Kindergarten assessment by appointment
September 6 <sup>th</sup>	First day of class Kindergarten

### **Orientation Day September 3rd**

In order to maximize staff time with each family, we are asking that families with last names beginning with A-K attend the morning session and families with last names beginning in L-Z attend the afternoon session. If this creates a hardship for your family, we will happily meet with you during either session.

We ask that you arrive at least 20 minutes prior to the start of your session so that you can check your child in and get to your classroom for a presentation by your child's teacher. After your presentation, we invite you to visit our gym to take care of transportation, immunizations, registration paperwork, food service plans and paperwork, field trip and classroom volunteer forms, and student supply fees. For your convenience we will have Special Place after school program, Durham transportation, Silverton Together, Mark Twain Parent Teacher Club, and Silver Falls YMCA on site as well.

#### **Classroom Presentations**

Kindergarten	9:00-9:45am	1:00-1:45pm
1 <sup>st</sup> Grade	10:00-10:45am	2:00-2:45pm
2 <sup>nd</sup> Grade	11:00-11:45am	3:00-3:45pm

#### **ELL Program and Spanish Language Assistance**

8:00 – 11:00 am  
1:00 – 3:00 pm

\*Please note that Mark Twain Elementary Parent/Student Orientation is a Title One event. Snacks will be provided, and transportation is available upon request!