

MONTEREY RIDGE



Monarchs

E.S.S.

(Extended Student Services)

Newsletter - September 2009

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E.S.S. Phone number - 858-487-8216

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WELCOME...The Monterey Ridge E.S.S. Staff would like to extend a warm welcome to all of our students and their families. It is our pleasure to be able to provide a safe, nurturing, and enriching environment for your children to come to before and after school. We are an integral part of the entire school community; your children will always feel welcome here.

The start of the school year has been fantastic, however, we do ask one favor from parents...PLEASE, PLEASE, PLEASE notify us somehow (phone, e-mail, note, wave at the door, or yell real loud!) if your child will NOT be joining us after school on any given day! We appreciate your diligence with this; after school check-in will be much smoother and faster if we know ahead of time the whereabouts of children not attending ESS that day! The safety and whereabouts of the children are our number one concern...THANK YOU!

E.S.S. STAFF...

B.J. Brose - Supervisor
Chris Burton - Morning Program Aide
Shari Smith - Morning Program Aide

Gracie Villalon - Lead Assistant
Jon Girten - Morning Program Aide

Afternoon Staff:

Yau Wong - "K" Program Aide
Sylvia Spracklin - 1st Grade Program Aide
Matt Paul - 1st Grade Program Aide
Melissa Sevilla - 2nd Program Grade Aide
Sarah Becker - 3rd Program Grade Aide
Taylor Adams - 4th & 5th Program Grade Aide

Rona Nalos - "K" Program Aide
Kevin Becker - 1st Grade Program Aide
Brendan Frodente - H.S. Aide
Ryan Inghilterra - H.S. Aide
Allie Becker - H.S. Aide
Jacob Nitti - H.S. Aide



***A HUGE Thank you to: Ms. Amber, Ms. Kristin, Ms. Karina, and Mr. Luke for helping us out these first couple of weeks of school. They are all headed off to college in the next week or two! We will miss them, but they promised to come back and visit and help us out when their schedules permit!! THANK YOU, friends!!

HOURS OF OPERATION... Our hours of operation are: 6:30 am to 6:00 pm. A friendly reminder: A charge of \$1.00 per minute/per child will be assessed after 6:00 pm. (Our staff will stay until every child is picked up, however, ESS staff has their own commitments and obligations to attend to after work and greatly appreciate it when children are picked up by 6:00 pm. Thank you!)

ATTENDANCE PROCEDURES...Your child will need to be signed in on our attendance sheet only if he/she will be attending E.S.S. before the morning dismissal at 8:40 am. Each afternoon, right after school, we will check in your child in our grade level roll books. If your child will not be attending E.S.S. on a particular day, please contact us at 487-8216. All children need to be signed out from E.S.S. by an authorized adult. Written authorization from the parent and identification will be requested from anyone picking up a child who is not recognized by the staff member releasing that child.



LET'S COMMUNICATE...Remember to check the parent message board daily (above the sign in/out table) for any notes from the staff. If your child's name is highlighted on the sign in/out sheet, important information has been left for you on Ms. Gracie's desk. If you would like to leave a note to the staff, please write it in the black parent notebook located on our sign in/out table. As always, please feel free to call or email us if you have any questions or concerns. Our website is also an excellent source of information and timely updates! Please visit us at: www.powayusd.com/pusdmres/ess.

FEES...Monthly fees are due on the first of each month. Our program is based solely on these fees and not subsidized by the District in any way. Therefore, it is imperative that all fees are in on time in order for us to continue to offer a quality program. If your payment is late, it will jeopardize your child's placement in the program.


PAYMENT OPTION...E.S.S. accepts payment of fees via VISA or MASTERCARD. If you would like to make this your method of payment for E.S.S. fees, please pick up a "Credit Card Authorization" form from Ms. B.J. or Ms. Gracie. Fees can also be paid on line at: <http://firstlinemerchant.com/PUSD/ess.htm>.

MEDICATION...If your child will need to take medication while at E.S.S., we must have an Authorization for Medical Administration form on file signed by both you and your physician. Please send the prescribed medication to be administered at E.S.S. in its original container with the prescription label attached. This form is available from any staff member. Your doctor can fax the completed, signed form directly to E.S.S. Our fax number will be (858) 487-0112. (However, it is not operating as of yet, we will keep you posted when we are up and running.)

HOMEWORK TIME...Children in first through fifth grade will have a "homework" time in E.S.S. during the school year (Monday through Thursday). We support the school district's policy regarding homework and encouraging all of our ESS students to read/be read to every day. We will also incorporate practicing math facts: flash cards, measuring, etc. We will be encouraging students to keep a book of their choice in their backpack to read during their "homework" time.

AFTERNOON SNACK...E.S.S. provides an afternoon snack everyday after school at 3:30 pm. If your child cannot eat the particular snack we provide due to allergies, braces, etc., please feel free to send one in their backpacks to have on hand.

STUPENDOUS SEPTEMBER BIRTHDAY WISHES GO OUT TO...Emily S., Ryan H., Rohan D., Jacob N., Angel C., Rohan S., Derek L., Ashley H., Alyssa B., Chris L., Sophia S., Hafsa S., Gavin R., Ms. B.J., Mr. Taylor, Ms. Gracie, and Ms. Melissa.

<p>E.S.S. Afternoon Schedule (Mon., Tues., Thurs., & Fri.)</p> <p>3:20 - Check In and Snack 3:40 - Playground Time 4:00 - Homework Time 4:45 - Group Activity Time 5:30 - Inside ESS for Free Choice Activities 6:00 - ESS Closes!</p>		<p>E.S.S. Afternoon Schedule (Wednesday - Minimum day)</p> <p>1:40 - Check In 2:00 - Outside Group Activities 2:45 - Snack 3:15 - Homework Time 4:00 - Group Activity Time 5:30 - Inside ESS for Free Choice Activities 6:00 - ESS Closes!</p>
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