

Eagle Nation

Pontiac Academy for Excellence Elementary School

A Note From Mr. Sedick

I want to begin my monthly newsletter by thanking all of the parents who have been so supportive throughout the opening months of the school year. It is really touching to see those parents who are constant faces here in the school as volunteers, engaging in the learning process with our young students, and watching them grow with us! If you would like to volunteer at the school, please contact Mr. Nicholas Williams, our school's Parent Liaison for details.

On Monday, December 15, Pontiac Academy for Excellence will be holding a Math and Literacy Night. This event is for all students and parents of P.A.E.

It is an evening to provide our students and parents with ideas, activities, and games to improve their overall educational experience here at Pontiac Academy for Excellence. I am looking for a wonderful turnout for this event, as I know it will be a wonderful evening full of information, teamwork, and achievement!

Finally, I would like to thank all of the parents who attended November's Elementary Parent/Principal's Meeting. Items of concern that were discussed included cleanliness/appearance of the school, accessing Power School, which is our online program that allows parents

to track the progress of their students, including grades and missing assignments, students purchasing snacks after school, as well as parent volunteers. It was a very positive meeting, and was centered on the concerns of the parents. Speaking personally, this type of information is incredibly helpful to me, as I view your concerns as very important. Our next meeting will be held on Wednesday, December 17 at 4:30 in the first floor cafeteria. I hope to see you there!

I want to wish all of our families here at Pontiac Academy for Excellence a very happy, safe, and blessed holiday season.

Indoor Dismissal Procedure

Now that we have officially seen our first snowfall of the year, we will be moving our students indoors during our dismissal process. The students in grades K-2 will be located in their classrooms (though 2nd grade has the option of

sitting outside of their classrooms at the end of the hall), 3rd grade will sit along the walls of the first floor hallway, while 4th and 5th grade students will be situated in the first floor cafeteria. For those parents who park in the parking lot, and

enter the school to pick up students, please stop in at the elementary office to fill out a name badge, as this helps us to keep track of who is in the building, as well as who is picking up our little ones. (Continued on page 2)

December 2008

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Upcoming Events

- Picture Retake Day is Monday, December 8.
- Monday, December 22 is the first day of Winter Break. School will resume on Monday, January 5, 2009.
- Math and Literacy Night at PAE is Monday, December 15 from 4-6 pm.

Indoor Dismissal (Continued from Page 1)

During pickup, please move through the parking lot as you normally would. We will have pickup directors out in the circle, as normal, asking drivers what students they need for pickup. If you are sending someone other than a parent to pick up your students, please tell them the grade, as well as teacher of each of your students, and they will go inside to the assigned area to retrieve those children and bring them to your car. We will work as diligently as possible to get your children to you as quickly as possible. For those parents who arrive to pick up both elementary students (elementary school dismisses

at 3 pm), as well as middle school or high school students (which dismisses at 3:15 pm), you may be asked to rejoin the circle of traffic after picking up your elementary student, so that we can keep a steady flow of traffic moving during this process. I realize that this is a slight inconvenience, though it allows those who only pickup elementary students to exit the parking lot, which makes it easier for everyone to progress through the carousel of traffic. Thanks for your continued support and cooperation with our after school pickup process.



Safety of Our Children

As with most years, here at Pontiac Academy for Excellence, this year we have experienced a significant number of parents entering the building to either volunteer in the classroom, participate in a meeting, or to take part in a friendly visit. While we appreciate the willingness and commitment of our parents to be part of the educational process of our children, it is also important that we keep the best interest of

our children in mind while we do this. If you are interested in visiting the school, or visiting your child's classroom (even for early dismissal), it is imperative that you sign-in at the ele-



mentary office, and get an guest identification badge to wear as you move about the school. Though this is a slight inconvenience, it helps the adult employees of the school recognize and assist those who are visiting the school, as well as ensuring the safety of all of our young people. Parent involvement is always accepted, though we must follow the proper protocol when visiting the school.

Approaching Winter Break

With the holiday season upon us, and the Winter Break closing in (the last day of school before Winter Break is Friday, December 19, 2008), it is important that we keep our students focused on their academics both inside, as well as outside of the classroom. As educators, it is commonly a challenge to channel the energy of the students when a "vacation" or break is approaching (especially when it involves gifts).

However, if we work together to speak to our children about the importance of students continuing to do their best in class, including with their assignments at school and homework. It is key that we continuously emphasize this message to our little ones, as the end of the 2nd marking period will be upon us shortly after our return from Winter Break.



Inside Story Headline

This story can fit 150-200 words.

One benefit of using your newsletter as a promotional tool is that you can reuse content from other marketing materials, such as press releases, market studies, and reports.

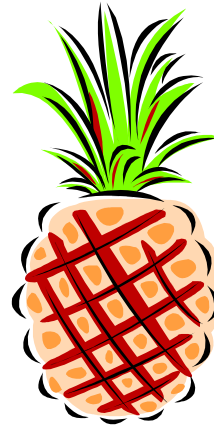
While your main goal of distributing a newsletter might be to sell your product or service, the key to a successful newsletter is making it useful to your readers.

A great way to add useful content to your newsletter is to develop and write your own articles, or include a calendar

of upcoming events or a special offer that promotes a new product.

You can also research articles or find “filler” articles by accessing the World Wide Web. You can write about a variety of topics but try to keep your articles short.

Much of the content you put in your newsletter can also be used for your Web site. Microsoft Publisher offers a simple way to convert your



Caption describing picture or graphic.

newsletter to a Web publication. So, when you're finished writing your newsletter, convert it to a Web site and post it.

Inside Story Headline

This story can fit 100-150 words.

The subject matter that appears in newsletters is virtually endless. You can include stories that focus on current technologies or innovations in your field.

You may also want to note business or economic trends, or make predictions for your customers or clients.

If the newsletter is distributed inter-

nally, you might comment upon new procedures or improvements to the business. Sales figures or earnings will show how your business is growing.

“To catch the reader's attention, place an interesting sentence or quote from the story here.”

Some newsletters include a column that is updated every issue, for instance, an advice column, a book review, a letter from the president, or an editorial. You can also profile new employees or top customers or vendors.

Inside Story Headline

This story can fit 75-125 words.

Selecting pictures or graphics is an important part of adding content to your newsletter.

Think about your article and ask yourself if the picture supports or enhances the message you're trying to convey. Avoid selecting images that appear to be out of context.

Microsoft Publisher includes thousands

of clip art images from which you can choose and import into your newsletter. There are also several tools you can use to draw shapes and symbols.

Once you have chosen an image, place it close to the article. Be sure to place the caption of the image



Caption describing picture or graphic.

near the image.

Pontiac Academy for Excellence Elementary

Primary Business Address
Your Address Line 2
Your Address Line 3
Your Address Line 4

Phone: 555-555-5555
Fax: 555-555-5555
Email: xyz@microsoft.com



"I am a Pontiac Academy for Excellence student. I can make a difference. My heart believes it, therefore I can achieve it."

We're on the Web!
example.microsoft.com

This would be a good place to insert a short paragraph about your organization. It might include the purpose of the organization, its mission, founding date, and a brief history. You could also include a brief list of the types of products, services, or programs your organization offers, the geographic area covered (for example, western U.S. or European markets), and a profile of the types of customers or members served.

It would also be useful to include a contact name for readers who want more information about the organization.

Back Page Story Headline

This story can fit 175-225 words.

If your newsletter is folded and mailed, this story will appear on the back. So, it's a good idea to make it easy to read at a glance.

A question and answer session is a good way to quickly capture the attention of readers. You can either compile questions that you've received since the last edition or you can summarize some generic questions that are frequently asked about your organization.

A listing of names and titles of managers in your organization is a good way to give your newsletter a personal touch. If your organization is

small, you may want to list the names of all employees.

If you have any prices of standard products or services, you can include a listing of those here. You may want to refer your readers to any other forms of communication that you've created for your organization.

You can also use this space to remind readers to mark their calendars for a regular event, such as a breakfast meeting for vendors every third Tuesday of the month, or a

biannual charity auction.

If space is available, this is a good place to insert a clip art image or some other graphic.



Caption describing picture or graphic.