

LOS ANGELES UNIFIED SCHOOL DISTRICT

*Toluca Lake Elementary*

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**Ramon Cortines**

Superintendent

**Alma Peña-Sánchez**

District 2 Superintendent

**Carol Reo-Bové**

Principal

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January 25, 2011,

Dear Toluca Lake Parents and Families,

With the New Year upon us, many interesting and exciting happenings are here at Toluca Lake. First of all, you will be receiving our School Report Card provided by the Los Angeles Unified District. Be sure to look at the results of the Parent Survey taken by you at the end of the previous school year. We received very positive comments. Even more exciting is the fact **that we have achieved an Academic Performance Index of 807**. Without the support of all stakeholders, especially you the parents, we would not be able to continue our growth and development towards accessing the State Standards for all our boys and girls.

Secondly, we have implemented some exciting programs involving our parents and are humbled by the wonderful support you are giving us. We now have a **“Room Parent”** for each classroom. These parents will be contacting the rest of the parents of each classroom to let them know of important activities or information. **Communication** is one of the key goals for our school and we feel that this will really support all of you. The first meeting for the room parents will be on January 26<sup>th</sup>. We will also continue with our highly successful “Angels of our School” program, coordinated by our Parent Director Lucy Gonzalez. The Parents sort, copy, and staple papers and perform many other activities for the teachers in the Parent Center. A notice informing you of the day and time you are invited to come is sent home in your weekly Parent folder. This month’s event will happen on **January 31<sup>st</sup>**, from 8:00 to 10:00. Come join us and enjoy the wonderful camaraderie of your fellow parents.

As the second semester is upon us, we are working very hard to be sure your boys and girls are thoroughly prepared for the California Standards Tests coming in May. A really important part of this preparation is teaching them **self-discipline**. They need to understand the importance of completing **all** of their homework on a **daily** basis, coming to school **every day**, and coming **on time**. We have attached a brochure to this letter that we encourage you to put on the refrigerator door so that everyone in the family can refer to it. You, as the role model, have the biggest influence on your children. Talk to them about all of the tasks you must complete on a daily basis in order to provide for them and the family. Explain that if you often came to work late, you would lose your job and that is why they need **to learn the habit of being on time on a daily basis**. As always, our door is open for you to come in and talk if ever you have any concerns. We love our parents and are very lucky to have so much support at our school.

## REMINDERS

All students should wear their **Toluca Lake Tee** on **Fridays**. The students are very excited to show their school spirit. These Tee shirts are also very good to wear when your child is on a school sponsored field trip.

All gates close at **7:50** every morning. Breakfast begins at 7:15. The main entrance on Cahuenga Blvd. is set aside for all students to enter the school. Please do not send your child through the office entrance as they will be requested to go back outside to the main entrance.

**On all Tuesdays** until May 3<sup>rd</sup>, we will have early dismissal for all students. On those Tuesdays, school will be out one hour earlier at **1:09** p.m. The early dismissals will allow us to provide instructional planning time and staff development.

Thank you for all of your help and understanding in the important business of educating your children.

Sincerely,

The Administrative Team and Staff of  
Toluca Lake Elementary School