



WE ARE SHARKS!

TK/ KINDERGARTEN / NEW FAMILIES GUIDE

2024-2025 INFORMATION GUIDE
SYCAMORE VALLEY ELEMENTARY



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WELCOME BACK LETTER FROM PRINCIPAL KAWAHARA

Welcome Sycamore Valley Sharks!

August 2024

Dear Sycamore Valley Families,

I am delighted to welcome back returning families and welcome new families to the Sycamore Valley community! I am looking forward to a wonderful school year.

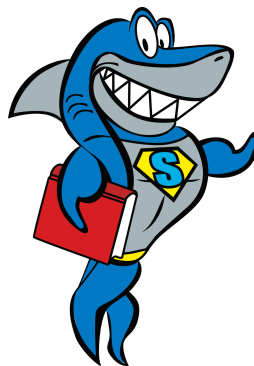
Sycamore Valley is a strong community that works together to foster the growth of the whole child. There are many opportunities for our community to come together in partnership to support our students. The generous support of the PTA and the Shark Fund allow for additional programs, technology and support which benefit all of our little Sharks and is greatly appreciated!

Please introduce yourself to the staff, community members and me at our upcoming back to school activities over the next few weeks. Forging a strong partnership at the outset allows for a successful and inclusive school year.

I look forward to a year of new challenges, growth and community.

GO SHARKS!

Patricia Kawahara
Principal, Sycamore Valley Elementary School





TK / KINDER / NEW FAMILY WELCOME TEAM

Greetings New Sycamore Family,

Welcome to Sycamore Valley Elementary! Our names are Cait Vonnegut and Tiffany Shugrue, and we oversee the New Family program for Sycamore's PTA. We're excited to help new families transition in and feel a part of the Sycamore community.

I, Cait, have a son, Max, who will be entering fifth grade and a daughter, Maya, who will be entering second grade this year. This is our fifth year as part of the Sycamore community, and we absolutely love it! I volunteer on campus frequently and have been a room mom for the past two years as well. I look forward to meeting our new families and helping you become acquainted with our school. This is my first year on the PTA New Family Team.

I, Tiffany, have a son, Cole, who will be entering second grade and a daughter, Kennedy, who will be entering first grade. Sycamore Elementary is an incredible school and community. This is my second year on the New Family Team, and I look forward to making this a welcoming experience!

Whether you're an incoming TK/Kindergarten family or just moved here, there are a number of handouts in this packet that will hopefully facilitate a smooth transition to Sycamore Elementary. Additionally, the PTA and Shark Fund have planned some terrific events throughout the school year! You can find dates and details for all the events on the [Activity Calendar](#) posted in this packet and on the Sycamore PTA website: <https://sy.es.srvusd.net/Families/PTA/index.html>. The weekly email newsletter, Shark Bites (<https://sy.es.srvusd.net/Families/Resources/Shark-Bites-Newsletter/index.html>) also has valuable and timely information including an update from our principal, school events, as well as comings and goings.

We are here to help you! Sycamore is a wonderful environment for your child to flourish both academically and socially. Please reach out to us with your questions or concerns. We look forward to hearing from you.

Sincerely,

NEW FAMILY TEAM:

Cait Vonnegut and Tiffany Shugrue

Email: SycamoreValleyWelcome@gmail.com

PTA PRESIDENT:

Cami Severson

Email: sycamorevalleypta@gmail.com

TK/KINDERGARTEN INFORMATION 2024-2025

Welcome! Please review the following information as you prepare for the first days at Sycamore!

FIRST DAY

8/14: The first day of school, **Wednesday, August 14th** is a minimum day for all students.

The schedule for the **first day of TK-am/Kindergarten is 8:00am - 9:30am. TK-pm is 9:50am - 11:20am.**

The schedule for the **first day for 1st – 5th is 8:00am - 12:00 noon.**

Please plan to tour your TK-am or Kindergarten classroom with your child from 8:00am - 8:20am and return to **pick up your child at 9:30am.** TK-pm, tour your classroom with your child from 9:50am - 10:10am and return to pick up your child at 11:20am. Thank you for understanding that we will not be able to accommodate any siblings during that special 8:00am - 8:20am and 9:50am – 10:10am time for you and your TK student or Kindergartener.

Please join us at the turf field picnic tables at 8:20am for the Welcome Coffee and an opportunity to meet other TK-am/Kindergarten parents and families. TK-pm parents and families, join us at 10:10am for the welcome coffee. At that time, PTA will be available to answer questions you may have.

FIRST TWO WEEKS' SCHEDULE

8/15 - 8/23: From Thursday, August 15th through Friday, August 23rd all **TK-am/Kindergarten students will attend school from 8:00am - 11:30am. All TK-pm students will attend school from 11:30am – 3:00pm. On Wednesdays, TK-pm will attend 8:00am – 11:30am. Every day, families can drop their students off on the playground. Please stay with your child until the teacher greets the class. For afternoon pick up, please wait outside the gates.** If your child will be carpooling with someone else or attending Kids' Country, you will need to communicate that information with your child's teacher.

8/15 - 8/23: From Thursday, August 15th through Friday, August 23rd all **1st - 5th grade students will attend school from 8:00am - 1:25pm. Wednesday, August 21st all 1st - 5th grade students will attend school from 8:00am - 12:50pm.**

EARLY/LATE SCHEDULE

Beginning **Monday, August 26th** the Kindergarteners will attend 8:00am - 11:30am or 9:00am - 12:30pm on: Mondays, Tuesdays, Thursdays and Fridays. The time designation will be made by your child's teacher and you will be notified approximately the Wednesday prior to the start of this Early/Late schedule. Drop off procedures for Late Sharks will be shared at this time. Every Wednesday, all TK-am / TK-pm & Kindergarten students will attend 8:00am - 11:30am.

IMPORTANT DATES

8/12: August 12, 2024, 5:30pm - 6:45pm Kindergarten, TK/K & All those New to Sycamore Welcome Night.

Please join us for a special evening on campus. Children are welcome!

There will be an overview of what you can expect from Sycamore and you will meet some of the parent volunteers who will be leading campus tours. **Evite [New Family Welcome Night Invite](#)**

8/13: August 13, 2024, 1:00pm - 2:30pm Kindergarten & TK Welcome Dippin' Dots Ice Cream Social.

The PTA invites you to the **TK/Kindergarten Ice-Cream Social on Tuesday, August 13th** on the TK/Kindergarten playground. **EVITE: [Dippin' Dots Invite](#)**

8/13: TK & K Back to School Night is Tuesday, August 13, 5:30pm - 6:45pm in the classrooms for parents/guardians only to meet teachers and learn about the TK/K Programs.

8/14: 1st-5th Back to School Night is Wednesday, August 14th on campus for parents/guardians only to meet teachers and hear a welcome address from our Principal, Patricia Kawahara.

4th – 5th Grade: 5:30pm - 6:15pm in the classroom for the teacher presentation

All Grades: 6:20pm - 6:40pm in the MPR for Principal Kawahara's presentation

1st – 3rd Grade: 6:45pm - 7:30pm in the classroom for the teacher presentation

We look forward to meeting you and all our new TK/Kindergarten students and families!

BELL SCHEDULE LETTER 2024

Dear Sycamore Valley Families,

August 2024

Below you will find our **2024-2025** bell schedule. You will notice that we are continuing our shortened Wednesday schedule, which allows for a teacher collaboration period outside of the school day. Research shows that teacher collaboration around instructional strategies and curriculum is directly linked to and improves student academic outcomes.

During this collaboration time, teachers will be focusing on instructional strategies across the curriculum. This includes using this time to discuss and identify supports for individual student needs, as well as develop learning activities, lesson plans, assignments, and assessment, and moreover, utilize data as a means of informing and reconstructing teaching practices.

Thank you for your support of our students and their teachers as we move into our new school year. If you have additional questions or concerns, please reach out to me. We look forward to welcoming you back to Shark Country on Wednesday, August 14th.

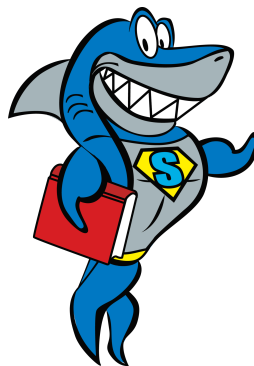
GO SHARKS!

Sincerely,

Patricia Kawahara, Principal

Sycamore Valley Elementary School

Pkawahara@srvusd.net



BELL SCHEDULE 2024-2025

SYCAMORE VALLEY ELEMENTARY BELL SCHEDULE 2024-2025

<p>TK / KINDERGARTEN</p> <p>First Day of School 8/14 TK-am & K 8:00 - 9:30</p> <p>First Day of School 8/14 TK-pm 9:50 – 11:30</p> <p>All TK-am & K students 8/15-8/23 8:00 - 11:30</p> <p>All TK-pm students 8/15-8/23 11:30 – 3:00</p> <p>Instruction Schedule</p> <p> K - Early Schedule begins 8/26 8:00 - 11:30</p> <p> K - Late Schedule begins 8/26 9:00 - 12:30</p> <p> TK-am Instructional Schedule 8:00 - 11:30</p> <p> TK-pm Instructional Schedule 11:30 – 3:00</p> <p>Wednesday Schedule All TK & K 8:00 - 11:30</p> <p>Conference Days 8:00 - 10:30</p> <p>Minimum Days 8:00 - 10:30</p> <p> 10/7-10/11, 3/19-3/21</p> <p>Last Day of School 6/5 (All) 8:00 - 10:30</p>	<p>THIRD GRADE</p> <p>First Day of School 8/14 8:00 - 12:00</p> <p>All students thru 8/15-8/23 8:00 - 1:25</p> <p>Instruction Schedule 8:00 - 2:30</p> <p>Wednesday Schedule 8:00 - 12:50</p> <p>Conference Days 8:00 - 12:00</p> <p>Minimum Days 8:00 - 12:00</p> <p> 10/7-10/11, 3/19-3/21</p> <p>Last Day of School 6/5 8:00 - 12:00</p>
<p>FIRST GRADE</p> <p>First Day of School 8/14 8:00 - 12:00</p> <p>All students thru 8/15-8/23 8:00 - 1:25</p> <p>Instruction Schedule</p> <p> Early Schedule begins 8/26 8:00 - 1:50</p> <p> Late Schedule begins 8/26 8:40 - 2:30</p> <p>Wednesday Schedule 8:00 - 12:50</p> <p>Conference Days 8:00 - 12:00</p> <p>Minimum Days 8:00 - 12:00</p> <p> 10/7-10/11, 3/19-3/21</p> <p>Last Day of School 6/5 (All) 8:00 - 12:00</p>	<p>FOURTH GRADE</p> <p>First Day of School 8/14 8:00 - 12:00</p> <p>All students thru 8/15-8/23 8:00 - 1:25</p> <p>Instruction Schedule 8:00 - 2:30</p> <p>Wednesday Schedule 8:00 - 12:50</p> <p>Conference Days 8:00 - 12:00</p> <p>Minimum Days 8:00 - 12:00</p> <p> 10/7-10/11, 3/19-3/21</p> <p>Last Day of School 6/5 8:00 - 12:00</p>
<p>SECOND GRADE</p> <p>First Day of School 8/14 8:00 -12:00</p> <p>All students thru 8/15-8/23 8:00 - 1:25</p> <p>Instruction Schedule 8:00 -2:30</p> <p>Wednesday Schedule 8:00 -12:50</p> <p>Conference Days 8:00 -12:00</p> <p>Minimum Days 8:00 -12:00</p> <p> 10/7-10/11, 3/19-3/21</p> <p>Last Day of School 6/5 8:00 -12:00</p>	<p>FIFTH GRADE</p> <p>First Day of School 8/14 8:00 -12:00</p> <p>All students thru 8/15-8/23 8:00 - 1:25</p> <p>Instruction Schedule 8:00 -2:30</p> <p>Wednesday Schedule 8:00 -12:50</p> <p>Conference Days 8:00 -12:00</p> <p>Minimum Days 8:00 -12:00</p> <p> 10/7-10/11, 3/19-3/21</p> <p>Last Day of School 6/5 8:00 -12:00</p>

Please refer to the Bell Schedule online:

<https://drive.google.com/file/d/1QomnVzmJmOSOpXZvbqSNYuFdgUW4iLzo/view>

Revised July 13, 2024








DAILY BELL SCHEDULE 2024-2025

SYCAMORE VALLEY ELEMENTARY DAILY BELL SCHEDULE 2024-2025	
TK-AM	8:00 - 11:30 Monday - Friday 9:15 - 9:30 Recess
TK-PM	11:30 - 3:00 Monday, Tuesday – Thursday, Friday 1:15 – 1:30 Recess (Monday, Tuesday – Thursday, Friday) 8:00 - 11:30 Wednesday 9:30 - 10:00 Recess (Wednesday)
KINDERGARTEN	8:00 - 11:30 or 9:00 - 12:30 Monday, Tuesday, Thursday, Friday 8:00 - 11:30 Wednesday 10:00 - 10:15 Recess
FIRST GRADE	8:00 Early Sharks Instruction Begins 8:40 Late Sharks Instruction Begins 9:25 - 9:40 Recess / Wednesday 9:20 – 9:35 Recess 11:40 - 12:20 Lunch / Wednesday 11:15 – 11:45 Lunch 1:50 Early Sharks Dismissal 2:30 Late Sharks Dismissal 8:00 - 12:50 Wednesday
SECOND / THIRD GRADE	8:00 Instruction Begins 09:45 - 10:00 Recess on M/T,Th/F Recess 9:40 – 9:55 on Wed. 12:10 - 12:50 Lunch / Wednesday: 11:45 – 12:15 Lunch 1:35 - 1:45 Recess 2:30 Dismissal 8:00 - 12:50 Wednesday
FOURTH / FIFTH GRADE	8:00 Instruction Begins 10:05 - 10:20 Recess on M/T,Th/F Recess 10:00 – 10:10 on Wed. 12:40 - 1:20 Lunch / Wednesday 12:15 – 12:45 Lunch 2:30 Dismissal 8:00 - 12:50 Wednesday

Revised July 8, 2024

AUGUST SCHEDULE 2024-2025

	Non-School Day
	Minimum Day
	Adjusted Wednesday
	Assessment Day
	Regular Day

Monday 8/12	Tuesday 8/13	Wednesday 8/14	Thursday 8/15	Friday 8/16
<p>TK / KINDER / and NEW FAMILY ORIENTATION 5:30-6:45pm</p>	<p>DIPPIN' DOT SOCIAL TK & K Playground 1pm</p> <p>PARENTS ONLY TK & K BACK TO SCHOOL NIGHT 5:30-6:30 pm</p>	<p>FIRST DAY TK-AM / Kindergarten 8:00am - 9:30am</p> <p>TK-PM 9:50am – 11:20am</p> <p>1st - 5th Grades 8:00am - 12:00pm</p> <p>PARENT COFFEE 8:20am – 10:40am</p> <p>PARENTS ONLY 1st-5th BACK TO SCHOOL NIGHT</p> <p>4th - 5th: 5:30-6:15pm All Grades: 6:20- 6:40 1st - 3rd: 6:45-7:30 pm</p>	<p>TK-AM / Kindergarten 8:00am - 11:30am</p> <p>TK-PM 11:30am – 3:00pm</p> <p>1st - 5th Grades 8:00am - 1:25pm</p>	<p>TK-AM / Kindergarten 8:00am - 11:30am</p> <p>TK-PM 11:30am – 3:00pm</p> <p>1st - 5th Grades 8:00am - 1:25pm</p>
Monday 8/19	Tuesday 8/20	Wednesday 8/21	Thursday 8/22	Friday 8/23
<p>TK-AM / Kindergarten 8:00am - 11:30am</p> <p>TK-PM 11:30am – 3:00pm</p> <p>1st - 5th Grades 8:00am - 1:25pm</p>	<p>TK-AM / Kindergarten 8:00am - 11:30am</p> <p>TK-PM 11:30am – 3:00pm</p> <p>1st - 5th Grades 8:00am - 1:25pm</p>	<p>TK-AM / TK-PM / Kindergarten 8:00am - 11:30am</p> <p>1st - 5th Grades 8:00am - 12:50pm</p>	<p>TK-AM / Kindergarten 8:00am - 11:30am</p> <p>TK-PM 11:30am – 3:00pm</p> <p>1st - 5th Grades 8:00am - 1:25pm</p>	<p>TK-AM / Kindergarten 8:00am - 11:30am</p> <p>TK-PM 11:30am – 3:00pm</p> <p>1st - 5th Grades 8:00am - 1:25pm</p>
Monday 8/26 <i>(K & 1st Begin Early/Late)</i>	Tuesday 8/27	Wednesday 8/28	Thursday 8/29	Friday 8/30
<p>TK-AM 8:00am - 11:30am</p> <p>Kindergarten 8:00am - 11:30am or 9:00am - 12:30pm</p> <p>TK-PM 11:30am – 3:00pm</p> <p>1st Grade 8:00am – 1:50pm or 8:40am – 2:30pm</p> <p>2nd - 5th Grades 8:00am – 2:30pm</p>	<p>TK-AM 8:00am - 11:30am</p> <p>Kindergarten 8:00am - 11:30am or 9:00am - 12:30pm</p> <p>TK-PM 11:30am – 3:00pm</p> <p>1st Grade 8:00am – 1:50pm or 8:40am – 2:30pm</p> <p>2nd - 5th Grades 8:00am – 2:30pm</p>	<p>TK-AM / TK-PM / Kindergarten 8:00am - 11:30am</p> <p>1st - 5th Grades 8:00am - 12:50pm</p>	<p>TK-AM 8:00am - 11:30am</p> <p>Kindergarten 8:00am - 11:30am or 9:00am - 12:30pm</p> <p>TK-PM 11:30am – 3:00pm</p> <p>1st Grade 8:00am – 1:50pm or 8:40am – 2:30pm</p> <p>2nd - 5th Grades 8:00am – 2:30pm</p>	<p>TK-AM 8:00am - 11:30am</p> <p>Kindergarten 8:00am - 11:30am or 9:00am - 12:30pm</p> <p>TK-PM 11:30am – 3:00pm</p> <p>1st Grade 8:00am – 1:50pm or 8:40am – 2:30pm</p> <p>2nd - 5th Grades 8:00am – 2:30pm</p>
Monday 9/02	Tuesday 9/03	Wednesday 9/04	Thursday 9/05	Friday 9/06
<p>Labor Day – Holiday No School</p>				

EARLY SHARK / LATE SHARK PROGRAM

SYCAMORE VALLEY ELEMENTARY EARLY SHARK / LATE SHARK PROGRAM



The Early Shark/Late Shark Program is designed to maximize individual attention by reducing classroom sizes for two periods of time each day.

The program is in place for **Kindergarteners** and **First Graders** and begins **August 26th**. The time designation will be made by your child's teacher, and you will be notified at the end of the week, prior to the start of the Early/Late Shark Program.

Kindergarteners

Early Sharks: 8:00am - 11:30am

Late Sharks: 9:00am - 12:30pm

Kinder Late Sharks wait by the front gate or in the MPR if it's raining. Late Sharks should arrive between 8:50am - 9:00am. A teacher or para will escort all Late Shark students to their classrooms.

WEDNESDAYS:

All Kinders attend 8:00am - 11:30am

First Graders

Early Shark: 8:00am - 1:50pm

Late Shark: 8:40am - 2:30pm

First grade Late Sharks wait by the front gate or in the MPR if it's raining. Late Sharks should arrive between 8:30am - 8:40am. A teacher or para will escort all Late Shark students to their classrooms.

WEDNESDAYS:

All first graders attend 8:00am - 12:50pm

TK: Monday, Tuesday, Thursday, Friday: **TK-am:** 8:00am – 11:30am & **TK-pm:** 11:30am – 3:00pm
All Transitional Kindergartners (TK-am & TK-pm) will attend 8:00 - 11:30 am on Wednesdays.

Online Bell schedule: <https://drive.google.com/file/d/1QomnVzmJmOSOpXZvbqSNYuFdgUW4iLzo/view>

Revised July 13, 2024

DROP OFF AND PICK UP GUIDELINES & TIPS

PLEASE OBSERVE ALL POSTED SIGNS AND INSTRUCTIONS

First Day of School:

The first day of school is a busy time. Most of our learning community will be on campus. Arriving early and spending a few moments on the playground will help ease first day excitement and lessen parking lot congestion. You are welcome to walk your child to the blacktop. Look for your child's teacher name/room # at the line up area. Teachers will meet the students on the blacktop and greet students and families so that all our families feel welcome. If you would prefer to drop your child(ren) at the curb, there will be staff on hand to greet your child(ren) and direct them to the blacktop. TK-AM, TK-PM, and Kinder students will meet on the TK/K playground.

Drop Off:

It is important to drive slowly and watch for children and adults. You must remain in your vehicle at all times if you are using the carpool drop off lane. You may drop off your 1st-5th grader in the morning **no earlier than 7:45am**. There is adult supervision on the big kid playground blacktop starting at 7:45am. If you would like to accompany your child onto the playground, please park in the parking lot and remain on the playground blacktop with your child until adult supervision arrives. Students will line up at their classroom number when the bell rings at 8:00am. At 8:00am teachers will walk to the blacktop and greet their students. All adults must leave the playground at 8:00am, as we have P.E. classes that will use the blacktop beginning at 8:00am.

Drop off for TK/Early Shark Kindergarteners is on the TK/Kindergarten playground. Please wait with your child until the bell rings for them to line up at their assigned classroom. Late Shark Kindergarteners will line up at the front gate. A teacher or para will escort all Late Shark students to their classrooms.

Pick Up:

Students who are being picked up in person:

All parents/guardians will park their vehicles in the lot in front of Sycamore. Parents/guardians will cross the street and stand in the grade level area at the front entrance. Parents/guardians may not go inside of the school gates. Once parents/guardians and students have connected, parents/guardians will immediately cross the street with their child and go to their parked vehicle. **To ensure safety, please use the designated crosswalk!**

NOTE: 1st - 5th graders are NOT to wait in the TK/Kindergarten Playground area to be picked up.

TK/Kindergarten parents must wait outside the TK/Kindergarten playground gate.

Students who are being picked-up in vehicles at carpool:

Students will stand by the designated grade level area outside of the gates until they see their family's vehicle arrive. Students will walk to the vehicle and enter. Once a student is safely in the vehicle, the vehicle should pull forward and leave the carpool lane safely.

The pick-up lane in front of school can be congested. It is important to drive carefully, watching for children and adults at all times. You may pull up into the lane closest to the curb and wait in your vehicle for your child. Never have children cross in front of other cars to get picked up in the second lane.

If you need to get out of your vehicle, please park in the parking lot and walk up to the school. Arriving early and BACKING into your spot, can save you time exiting the parking lot.

Alternate Drop-Off/Pick-Up Area:

Depending on the student's age, some parents choose to drop off or pick up their children at the end of the "back path" that lets out on [Alta Vista Way and Trish Drive](#). Many parents park at this trail which leads directly into the big kid playground. Do not park in areas not designated to do so, or block through traffic on Alta Vista Way. Drivers may be cited.

CELL PHONE USAGE IS STRICTLY FORBIDDEN WHILE DRIVING. PLEASE DO THE RIGHT THING. THE SAFETY OF OUR STUDENTS AND PARENTS IS OF UTMOST IMPORTANCE. PLEASE USE CAUTION AT ALL TIMES WHEN DROPPING OFF, PICKING UP, WALKING IN THE CROSSWALKS OR TO/FROM THE BACK PATH.

HOW TO STAY INFORMED



ONLINE

Sycamore Valley Elementary Website (<https://syves.srvusd.net/index.html>)

- **HOME** page has news, upcoming events and many parent links.
- **SCHOOL INFO** –
 - **ABOUT US:** Mission and Vision, Map & Directions
 - **SCHOOL RESOURCES:** Handbook, Registration, Sycamore Wellness Policy, Emergency Plan, Forgotten Lunch Policy, Nurse /Health Forms, Homework Policy, Traffic Rules, Attendance, Arrival and Dismissal Procedures
 - **TEACHERS & STAFF:** Staff Directory, Principal, Office Staff, Classroom Teachers, Department Teachers, Resource Staff, Support Staff, Para-professionals
- **ACADEMICS** –
 - **GRADES:** TK/Kindergarten, First Grade, Second Grade, Third Grade, Fourth Grade, Fifth Grade
 - **RESOURCES:** Band/Music, Library/Media, Physical Education, Science, Gifted and Talented Education (GATE), SLAM: SCIENCE LANGUAGE ART MATH
 - **COMPUTERS:** Kindergarten, Grade 1, Grade 2, Grade 3, Grade 4, Grade 5 have 1:1 chromebooks or iPads in the classroom.
 - **TECHNOLOGY RESOURCES:** Student Portal, Infinite Campus Parent/Student Portal, Schoology, Technical Assistance
- **FAMILIES** –
 - **PTA:** Yearbook, Sister School, Reflections, Festival Around the World, Art Docent, Our Programs, Committee Resources, PTA Meeting Agenda
 - **SHARK FUND:** Givebacks, Events, Donate, Corporate Match
 - **SITE COUNCIL:** Meetings, Agendas, Meeting Minutes, Safety Plans, Goals
 - **RESOURCES:** Volunteers, Register Your Child, Shark Bites Newsletter
 - **MORE PAGES:** New Families Welcome Packet, Student Directory
- **STUDENTS** – Odyssey of the Mind, Rainbow Room, After school Enrichment classes

Sycamore Valley PTA Website (under PTA tab on Families Section)

- Sycamore Valley PTA Calendar containing all school events, holidays and PTA meeting dates.
- Program details; parent, volunteer and committee resources; legislative updates and budget information.
- PTA Executive Board members – contact them with questions.
- PTA Roster – committee chairs – contact them with questions about specific events.

Shark Bites – each Thursday

- Weekly email of school news, updates and reminders, event and program information, thank you's, forms, etc. Shark Bites are archived on the school website under "Families/Resources/Shark Bites Newsletter." <https://syves.srvusd.net/Families/Resources/Shark-Bites-Newsletter/index.html>

Office Texts, CatapultCONNECT, and Constant Contact emails

- Receive timely text reminders and updates from the Office Staff, PTA, and Shark Fund. Be sure to opt in during registration!

Room Parent

- Room Parents are selected in the first few weeks of school from those who express interest during the Future Fund registration process. Their names will be listed in the school directory.
- Room Parents will coordinate communications and activities for each class. You will learn more during Back to School Night.
- Go to the Room Parent with your questions – they are a great resource.



SOCIAL SITES

Parents of Sycamore Valley Facebook page - Reminders, announcements and thank-you's.
(<https://www.facebook.com/ParentsOfSycamoreValleyElementary>)



IN-PERSON / VIRTUAL

Back to School Night (BTSN) – Details will be sent out via email. This is a parent-only event; no students please.

- **TK & K** - Wednesday, August 9th, 5:30pm - 6:30pm
- **1st-5th** - Thursday, August 10th
 - 5th Grade: 5:30pm - 6:15pm for BSTN and Outdoor Ed in MPR
 - 1st - 3rd Grade: 5:30pm - 6:15pm in the classroom for the teacher presentation
 - All Grades: 6:20pm - 6:40pm in the MPR for Principal Kawahara's presentation
 - 4th - 5th Grade: 6:45pm - 7:30pm in the classroom for the teacher presentation

PTA meetings – 8 times a year

- PTA meeting dates: Sept 4, Oct 2, Nov 6, Jan 8, Feb 5, Mar 5, Apr 2, and May 7. Meetings begin at 8:05am. Meetings will be held in-person unless noted otherwise.

Shark Fund meetings – 8 times a year

- Shark Fund meeting dates: Sept. 18th, Oct. 16th, Nov. 20th, Jan. 15th, Feb.19th, March 19th, April 16th, May 21st. All meetings are hosted virtually on Google Meet on Wednesdays from 6:30pm to 7:30pm.

Site Council meetings – 5 times a year

- Site Council meeting dates: To be posted in the Shark Bites Newsletter
- All are welcome to attend meetings. Meetings will be held virtually unless noted otherwise.



PRINT/DIGITAL

Digital Welcome Packets for New Students

- Drop off guidelines – important first day of school information.
- Early/Late schedule information.
- Map, How to Stay Informed, Quick Links and Glossary of Sycamore Valley Elementary terms

Signage

- The LED sign on the MPR promotes school events and displays information from our sponsors.
- Banners are hung up at school to inform about various events and activities during the year.
- Multiple plexiglas bulletin boards are updated with information about events and programs.
- Two stand-up chalkboards placed on school grounds inform families about events and activities.

Need More Information?

- Sycamore Valley Elementary Main Phone: 925-855-2800
- Sycamore Valley Elementary PTA Email: sycamorevalleypta@gmail.com
- Sycamore Valley Elementary Shark Fund Email: sycamorevalley.edfund@srvef.org

Don't let a lack of information come back to bite you!





GET INVOLVED!

VOLUNTEERING AT SYCAMORE ELEMENTARY

Why volunteer?

- Many events and activities our kids benefit from and enjoy at Sycamore Valley would not be possible without the help of our parent volunteers.
- Your kids love seeing you in their classroom and at school.

Volunteering is good for your kids and you.

- It shows your kids you care about their education and consider school a worthwhile cause.
- Children of involved parents are more likely to earn better grades, attend school more regularly and be more positive in their attitude toward school.
- Volunteering gives you a firsthand understanding of your child's daily activities and the trends and fads of school life that can help you communicate with your kids.
- You get to know the teachers better, gain insight into the realities of the classroom, what happens in it and how to reinforce those lessons at home.
- Volunteering connects you to other Sycamore parents. Whether you are new to the school or just looking to meet new people, volunteering is a great way to make new friends.

Everyone has something to offer.

- You don't have to be Martha Stewart to volunteer. It's not about decorating the perfect cupcake or door poster. You don't have to be an expert, you just have to have a willingness to give your time and energy.
- Not everyone is suited for the same type of involvement and that's OK. You may have to "try on" a few activities before you find something that feels right.
- Your schedule may not lend itself to volunteering at school. If you can't be there during school hours there's lots of behind-the-scenes work that can be done at home.

Pace yourself.

- It's actually OK to say, "no." Volunteering is not a competitive sport. Every hour you give is a gift to your child, our school, and we hope, yourself.
- We don't want parents to burn out because they overcommit. We always need help, but we'd rather you pace yourself and stay engaged for the long haul.

We're parents, just like you.

- Volunteering at school may seem daunting. It's not. Before we became volunteers, we were and still are moms and dads, just like you, trying to figure it all out and support our kids and school as best we can. We hope you'll raise your hand and join us!



BECOME A VOLUNTEER!

HOW TO BECOME A SYCAMORE VOLUNTEER

Thank you for your interest in volunteering at Sycamore Valley Elementary School. There are opportunities to volunteer for one-time activities or for ongoing roles. **During the FutureFund registration process in August, you can indicate your interest in volunteer positions, or sign up as a General Volunteer! There will also be an opportunity to sign up as a volunteer when you attend Back to School Night.**

For the safety of its students, the San Ramon Valley Unified School District (SRVUSD) utilizes [Be A Mentor](#), an online Volunteer Management System, to ensure that all SRVUSD school volunteers have passed the appropriate safety clearances.

Volunteer Registration

- **In order to volunteer at Sycamore Valley Elementary you must register through Be A Mentor.**
- Please go to <https://www.srvusd.net/Students-and-Families/Volunteer-Requirements/index.html>.
- Due to the volume of applications at the start of the school, please begin your registration process as soon as possible. You can start now.
- This is a one-time registration. You will not need to re-register every year.

There are three levels of clearance you may apply for: We recommend that **all parents/guardians** register for Level 1. If you would like to be a field trip driver, register for Level 2 as well. You only need to register for Level 3 when you are selected as an Overnight Chaperone.

Everyone has something to offer.

- **Level 1 – Classroom, on-campus volunteers, & non-driver chaperones for day field trips**
 - Applicants will be approved through the Sex Offender Registry.
 - Proof of Tuberculosis (TB) clearance every four (4) years
 - Clearance takes approximately 48 hours.
- **Level 2 – Field Trip Drivers**
 - The District will obtain a driving history for the last ten years from the DMV and will be notified any time there is a reportable violation or incident. Volunteers with 2 or more points will not be approved.
 - Proof of Tuberculosis (TB) clearance every four (4) years
 - Clearance takes up to 10 days.
- **Level 3 – Overnight Chaperones**
 - Volunteers' fingerprints will be processed through the FBI and the Department of Justice.
 - Proof of Tuberculosis (TB) clearance every four (4) years, complete Mandated Reporter training annually (takes approximately 40 minutes to complete) and Sexual Harassment training every two (2) years (takes approximately 60 minutes to complete)
 - Clearance can take 45 days.



To learn more about this system, please visit
<https://www.srvusd.net/Students-and-Families/Volunteer-Requirements/index.html>
If you have questions regarding your application or need help please contact:

Be A Mentor
help@beamentor.org
510-342-7178

Barbara Jones
Sycamore Valley Elementary, Office Manager
BJones1@srvusd.net

QUICK LINKS

QUICK LINKS

School Website: <https://sy.es.srvusd.net/>

PTA: <https://sy.es.srvusd.net/Families/PTA/index.html>

Shark Fund: <https://sy.es.srvusd.net/Families/Shark-Fund/index.html>

Site Council: <https://sy.es.srvusd.net/Families/Site-Council/Site-Council/index.html>

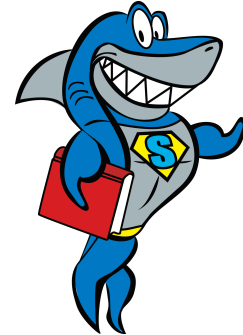
Bell Schedules: <https://www.srvusd.net/Students-and-Families/Academic-Information/Bell-Schedules>

Attendance Line (used to report any student absence): (925) 855-2898

Independent Study / Vacations:

<https://www.srvusd.net/Departments/Educational-Services/Enrollment-Info/Independent-Study/index.html>

If your student will be missing school due to a trip/vacation, a parent/caregiver can request an Independent Study Contract (ISC), which must be for 5 and no more than 14 days per school year. Otherwise, make-up work will be waiting for the student in the classroom when the student returns to school.



GLOSSARY

The Deep: The Deep is the room where photocopies are made in the rear of the main office.

MPR: Multi-Purpose Room. The MPR serves as the cafeteria and the venue where most school activities occur.

Para-Educator / Para-Professional / Para: This is the wonderful individual who assists your child's teacher in the classroom on a daily basis.

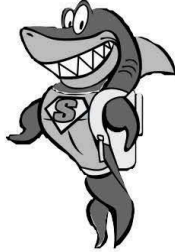
Shark Bites: This is a weekly email sent out by the school every Thursday. It includes details about upcoming events, messages from the principal and other school-related information. Make sure to read this info so you are always in the know.

Shark Fund: Shark Fund is Sycamore's non-profit education foundation, 100% funded and managed by parents for the benefit of all Sycamore Valley students.

PTA: The Parent Teacher Association is a volunteer organization committed to creating a better environment for the students, parents, staff and administration at Sycamore.

Site Council: Site Council is made up of elected parents and appointed teachers to focus on the curriculum and ensure that the academic programs at Sycamore are always in line with the school vision and plan.

2024-2025 SYCAMORE ELEMENTARY CALENDAR



7/18-8/9 SRVUSD Annual Update - Parent Portal

8/1-9/1 Sycamore Valley Elementary Online Registration

AUGUST

12 New Family/Kinder/TK Orientation
 13 TK/Kinder Dippin' Dots Social
 13 Back to School Night-TK/K 5:30
 14 First Day of School (MIN DAY)
 14 Parent Coffee 8:20-10:40am
 Turf field picnic tables
 14 Back To School Night - 1st-5th
 28 Picture Day TK - 5th (tentative)
 30 2nd. & 5th. Grade Vision/Hearing

SEPTEMBER

2 NO SCHOOL - Labor Day
 4 PTA Meeting 8:10 am
 6 2nd. & 5th. Grd. Vision/Hearing
 TBD Sharky Cinema 12:50-2:30pm
 17-19 5th Grade Outdoor Ed
 23-27 International Culture Week
 26 Festival Around the World
 Virtual Shark Fund Meeting 6:30

OCTOBER

2 PTA Meeting 8:10 am
 3-4 No School
 7-11 Conference Week/Min. Days
 9 Picture Makeup Day / Retakes
 13 SRVEF Run For Education
 TBD Sharky Cinema 12:50-2:30pm
 TBD Virtual Shark Fund Meeting 6:30
 TBD Family Game Night
 28-31 Red Ribbon Week
 Monster Mash

NOVEMBER

1 NO SCHOOL -Staff Develop.
 6 PTA Meeting 8:10 am
 TBD Sharky Cinema 12:50-2:30pm
 7 Fun Run
 11 NO SCHOOL - Veterans Day
 12-15 Sister School Donation Drive
 15 *Fun Run Weather Backup date*
 TBD Virtual Shark Fund Meeting 6:30
 25-29 NO SCHOOL - Thanksgiving Break

DECEMBER

TBD Sharky Cinema 12:50-2:30pm
 12 Teacher Luncheon
 23-31 NO SCHOOL-Winter Break

JANUARY

1-6 NO SCHOOL - Winter Break
 8 PTA Meeting 8:10 am
 13-17 Inclusive Schools Week
 20 NO SCHOOL - MLK Jr. Day
 21-24 Bookmark Contest
 TBD Virtual Shark Fund Meeting 6:30
 27-28 Book Swap Donations
 29 Book Swap

FEBRUARY

5 PTA Meeting 8:10 am
 TBD Sharky Cinema 12:50-2:30pm
 7 Family Game Night
 TBD Virtual Shark Fund Meeting 6:30
 17-18 NO SCHOOL - Presidents Day
 28 African American History Showcase

MARCH

5 PTA/Site Council/Shark Fund Job Fair/Meeting 8:10am
 TBD Sharky Cinema 12:50-2:30pm
 3-7 Words Matter Awareness Week
 TBD Virtual Shark Fund Meeting
 14 NO SCHOOL - Staff Develop.
 TBD Spirit Week
 TBD Auction
 19-21 Conference Days (Min.Days)

APRIL

4/2 PTA Meeting 8:10am (Elections)
 TBD Virtual Shark Fund Meeting (Elections) 6:30p
 16 Variety Show Dress Rehearsal
 17 Variety Show

MAY

5-9 Teacher Appreciation Week
 8 Teacher Luncheon
 7 PTA Transition Meeting 8:10 am
 TBD Virtual Shark Fund Meeting 6:30
 23- 26 NO SCHOOL - Memorial Day
 TBD Open House

JUNE

3 5th Grade Clap Out
 4 5th Grade Field Day
 5 Last Day of School (MIN DAY)

Revised 5/15/2024

Subscribe to the school Google Calendar: <https://syes.srvusd.net/Calendar/index.html>



SYCAMORE VALLEY ELEMENTARY SCHOOL SITE MAP

SHARK FUND WELCOME LETTER

DEAR INCOMING SYCAMORE VALLEY ELEMENTARY FAMILIES,

Welcome to Shark Country! Sycamore is a wonderful place to learn and grow. We hope you and your children will love our school as much as we do!

Shark Fund is Sycamore Valley Elementary's nonprofit education foundation, 100% funded and managed by parents for the benefit of all Sycamore Valley students. Shark Fund is an affiliate of the San Ramon Valley Education Foundation (www.srvef.org).

We request a \$575 tax-deductible donation per student for the school year. Donations of any amount are greatly appreciated, and we encourage all families to pursue corporate matching programs with their employers.

WHAT: Your donations fund trained para-educators in every classroom!! Teachers often incorporate their para's to assist with small-group instruction, ensuring every child gets the attention they need. The Shark Fund also funds weekly Sycamore Valley library visits, reading intervention programs, social development for grades TK-3, and critical office administrative support.

WHY: Shark Fund is funded by you, our parent community! Without parent donations we would not exist. The donations we receive help bridge the gap between state and local education funding (managed by the San Ramon Valley Unified School District) and what we, as a community, believe is necessary to provide high-quality educational experiences for our children. Registration is the single largest fundraising event and critical to ensure in classroom support. Everyone who donates is welcome to attend our Shark Fund meetings held the 3rd Wednesday of the month at 6:30pm via Google Meet.

HOW: Please contribute what you can to the Shark Fund during the August online registration drive! Then pursue corporate matching with your employer, it's easy - just load your receipt to your company's matching program (note that there are 3 tax ID numbers at the bottom of your receipt).

Thank you for making this important investment in your child's education!

Adele Young
Sycamore Shark Fund President, TK and 2nd Grade Parent
sycamorevalley.edfund@srvef.org



SHARK FUND EVENTS

Join the FUN this year: Online Auction (March), Monster Mash (October), Amazing Race (May), Camp Shark (May), Sharky Cinema (Monthly), Dippin Dots (Every other Wednesday)



SHARK SHOP SPIRIT WEAR: 1stplace.sale/13542

SYCAMORE VALLEY SPIRIT WEAR STORE



ORDER AT [1STPLACE.SALE/13542](https://1stplace.sale/13542)

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