

TO: TAVELLI PARENTS  
FROM: MS. CHRISTINE HENDRICKS, PRINCIPAL/LINDA FOREMAN, OFFICE 488-6725  
DATE: FRIDAY, OCTOBER 2, 2020  
SUBJECT: IMPORTANT ANNOUNCEMENTS and DATES



**Important reminder for parents of Tavelli students—please pick up your visor and backpack tags for your students, this is important when you pick up your child at the end of the day.**

### Tavelli Important Dates to Remember:

Sept. 24-Oct. 8 October Count Window  
Oct. 5 Grades K-2 in Phase 3 Hybrid in-person learning begins  
Oct. 15 No School for PK-5 Students—Staff Exchange Day  
Oct. 16 No School for PK-12 Students—Staff Exchange Day  
Oct. 19 Grades 3-5 in Phase 3 Hybrid in-person learning begins  
Nov. 25-27 No School for PSD Students—Thanksgiving Break

**1. Tavelli Videos Are A Must See!**— Here's the link to a series of videos for you to watch together as a family to familiarize you with some of the main safety protocols we'll be following at school when students are here. Please take the time to watch them so everyone knows what to expect when they get here. Thanks!

[https://drive.google.com/drive/folders/1-7Xlwlz\\_x8kxvf3NxaZvgGSGoDzBcJV?usp=sharing](https://drive.google.com/drive/folders/1-7Xlwlz_x8kxvf3NxaZvgGSGoDzBcJV?usp=sharing)

**2. Student Pick up and Drop off** – By now, you are all fully aware of the pick-up and drop off protocols. Here are just a few reminders:

- Please remain in your vehicle in your designated area (either front or back) we will bring your children to you.
- Front pick-up location is the former bus lane in front of the school, please drive up facing west.
- Back pick-up location is the back loop, which has been the traditional location in past years.
- Older siblings will meet the younger ones in their pick-up location.
- Make sure you have visor tags in your vehicle for any students you are picking up.
- Please be patient, most of our students will be leaving school in private vehicles, due to limited busing availability.

**3. Library Check Out for 3-5 Grade Students** -- The library is now open for reserves and pickup for Tavelli 3rd-5th Graders! This will work best using their PSD computer or if they are signed in to Chrome with their PSD account. If your students are in grades 3-5 at Tavelli, they can reserve Tavelli Library books from home and pick them up on Fridays between 9-3! Here's how it works: Check with your parents and make sure it's okay to pick up books on Friday. [Click here to see how to reserve books online on the Insignia Library System.](#) Reserve 1 or 2 books during the week, before noon on Thursday. We check reserves every day and check the books out to students as they are requested. Come to Tavelli on Friday between 9-3. Look for a cart by the front door with your grade and teacher's name on it. Books are arranged in order alphabetically by students' last names. You will see a slip with your name on it. Please wear a mask. Please socially distance if there are others picking up books when you are here. Return your books in the wagon marked "Book Return". Enjoy your books! Your books will be due for return in two weeks, unless you renew them for another two weeks.

If you have any questions about the Tavelli Library, or if you would like to donate any books or funds for buying books new books, please email Mr. Deakin at [rdeakin@psdschools.org](mailto:rdeakin@psdschools.org). Thank you!

**4. If Your Child Is Sick** – Please contact the school attendance line at 488-6726 in the case of any absence. However, if your child is sick, we are asking for some additional information when you call. If your student is experiencing any COVID-like symptoms (fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell or sore throat) please contact the Tavelli Health Office, 488-6732 in addition to the attendance line and leave a detailed message.



Please visit the Tavelli Website <https://tav.psdschools.org/>