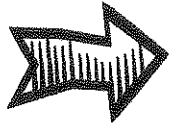


Odyssey Charter School

2009-2010



PARENTAL NOTICE

RE: Student Pickup After School

All-School pick is at **2:30pm** Tuesday-Friday and at **1:30pm** on early dismissal Mondays. Beginning **Monday, October 19th** OCS staff will contact the Altadena Sheriff's Department if student is not picked up within 30 minutes of dismissal. The front office will no longer be making phone calls for student pick-up. **Please review Drop-off & Pick-up Procedure attached, as well as your Parent-Student Handbook.**

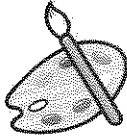
Dates to Remember

Friday, October, 16th

Art Committee Meeting at 8:30am

Place: Community Hall

Come meet with OCS parents to discuss Art at Odyssey!



Friday, October 30th

Second Cup of Coffee at 8:30am

Come join Director Lauren O'Neil and fellow OCS parents for coffee and good conversation

Save the Date

- ✓ **Wednesday, October 28th-Friday, October 30th**
Early Dismissal at 12:00pm
- ✓ **Wednesday, November 11th**
NO SCHOOL-Veteran's Day

Important Items attached for your Information:

- **Director's Report: Overview**
- **Prop 39: Intent to Continue Enrollment Form-Due to Front Office by Friday, October 23, 2009**

DIRECTOR'S UPDATE

As a way to increase my communication with our Odyssey Community, I will be sending these weekly updates informing everyone of what's happening at Odyssey!



Odyssey Charter School

Enjoy!

Lauren O'Neill

Average Daily Attendance (ADA)

Congratulations to all parents and students, on meeting and EXCEEDING our goal of 95% ADA this month! Our Month 1 ADA was 97.43%! Our budget has been set based on a 95% ADA, with every 1% we go up annually, that is another \$20,000.00 for our school. Please keep up the timely arrivals and daily attendance!

Annual Campaign

OUR ANNUAL CAMPAIGN NEEDS YOUR HELP! As we transitioned onto our new website and into PayPal we have lost the ability to manually enter your contribution payments. This has prevented us from receiving your pledges for the past two months! Please send in your contribution checks and go onto our website, and click the DONATE Button to sign up to continue your contributions to our school. Contact is being made with all those who do have monthly deductions, so be on the lookout for that information as well.

As you know, we are dire need for contributions to our Annual Campaign. **As of now, we only have 32 families who are participating in our 09-10 Annual Campaign; this is just 14% of our school's families.** While we know times are tough, we strongly urge you to please make a donation of any amount and help us raise the funds necessary to provide our students with a fulfilling educational experience.

CALPADS

Odyssey would like to inform you that starting in this year (09-10), the California Department of Education (CDE) is implementing a new reporting system, known as the California Longitudinal Pupil Achievement Data System (CALPADS). This system was developed to comply with the No Child Left Behind Act of 2001 (NCLB) accountability requirements. Please complete the Confidential Information Form by Friday, October 23, 2009 as we are required to submit all of the data to CDE. Your understanding and patience is appreciated as we input and verify all the data into CALPADS.

PROP 39

In your Thursday Packet, you will find an "Intention to Continue Enrollment" form. These forms are used as part of our Prop 39 application, which we submit to Pasadena Unified School District (PUSD) annually, in order to lease and use our current space. Your help in this is ESSENTIAL. Please fill out the form and return it to the office by Friday, October 23, 2009.

Volunteering

The 09-10 School Year is off to a great start! Parent volunteering is at an all time high and we are VERY appreciative. Parents are: helping write garden grants, helping teachers prepare classroom materials, developing art lessons, baking bread with students, 7/8 grade parents hosted our staff appreciation pot-luck, organizing our fundraisers, making classroom curtains, and so much more. THANK YOU for your commitment to our school and your help!

Visitor Check-In Policy:

Per school policy, all visitors and parents must check in to the front office anytime they step on campus. Visiting parents must always wear a "Visitor's Badge" when walking our campus. It is extremely important all parents follow this procedure in order to maintain safety and communication among our Odyssey staff and students on campus.

School Lunches

To view and print the current Lunch Menu/Order form and Ordering Instructions, please use the following link: <http://www.odysseycharterschool.org/parents/Lunch-Menus.cfm>. This new process will make it much easier on everyone. Please remember, all order forms have a "due by" date, please have all orders in by the due date to ensure your child has a lunch!

Not getting our Tweets? Follow us @OCSCarlosG



Drop-Off

Students may be dropped off between 7:45 a.m. and 8:15 a.m. There is no supervision on the schoolyard available before 7:45 a.m. and students may not be dropped off prior to that time.

A warning bell will ring at 8:10 a.m. to alert students that it is time to line up for class. Another bell will ring at 8:15 a.m. to signify the beginning of the school day.

Pick-Up

Monday (1:30p.m. Dismissal)

All students will be dismissed at 1:30 every Monday. Pick up of all K-8th grade students will begin promptly at 1:30p.m. There will be no supervision after 1:45 p.m. and students may not be left unattended on campus. If you have an emergency and are unable to pick up your child(ren) by 1:45 p.m., please contact the office immediately. Your child will remain in the office or with his/her teacher until you arrive.

Tuesday through Friday (2:30p.m. Dismissal)

Pick-up for all students is at 2:30p.m. Supervision during pickup is only available until 3:00p.m. There will be no supervision after 3:00 p.m. and students may not be left unattended on campus.

If you have an emergency and are unable to pick up your child(ren) within 15 minutes of their designated dismissal time, please contact the office immediately. Your child will remain in the office or with his/her teacher until you arrive. To ensure the safety of all students, if the school is unable to reach the parent or other contacts on the emergency card, within 30 minutes of dismissal, the student will be released to the Altadena Sheriff Department.

Late Arrival and Early Pick-Up

If a student arrives after 8:15 a.m., he/she is tardy and must proceed to the front office. The front office will give the student an "Admit Pass" to take to his/her teacher. If a student will be picked up prior to the end of the school day, the parent/guardian must come to the office and complete the sign-out log. Any student who arrives after 8:30 a.m. MUST be accompanied by their parent/guardian to the front office. The parent/guardian must sign their child in with the front office.

Traffic patterns and procedures:

The following have been established to ensure the safety of all children and in accordance with guidelines from the Altadena Sheriff Department:

All parents/guardians or designated drivers must follow the formal drop-off and pick-up procedures in the front of the campus and in the parking lot itself and follow the directions of staff and/or designated volunteers supervising drop-off and pick-up. All vehicles **MUST** drive through the carpool line OR park their vehicle and come onto campus to drop off and pick up their children. Parking is available on the south side of the street on Altadena Drive or there is some parking in the school parking lot. Under **NO** circumstances are students to be dropped off on Altadena Drive unless a driver has parked legally on the street and accompanies the child onto the campus. During pick up **NO** students will be released to a vehicle parked on Altadena Drive. Students will **ONLY** be released to parents in the Carpool Lane, or who have legally parked their vehicle and have walked onto campus for their child(ren).

Drop-Off & Pick-Up Lane

Drivers need to approach the school from the east side of the campus (near Lincoln Avenue). A carpool lane will be visibly marked with orange cones. Enter the carpool lane slowly, and wait for a staff and/or designated volunteer to assist your child(ren) as they exit and enter the vehicle. Children must exit or enter the vehicle from the side of the vehicle closest to the School. At **NO** time, will children be allowed to enter or exit a vehicle on the street side of the vehicle. **Students may NOT be dropped off in the parking lot; If you enter the parking lot for drop off, you must park in a "Visitor" space, and accompany your child to the school entryway.**

Violations:

The Altadena Sheriff Department will issue a citation to parents who violate related traffic laws and/or create a safety hazard.

Parking Lot

If visiting the school, you may park in one of the designated "Visitor" parking spaces. All "Visitor" parking stalls are located in the front of the parking lot (before the chain link fence). All other parking stalls (beyond the chain link fence) are marked "STAFF". Additional "Visitor" parking is available in the rear of the parking lot.

Visitors are asked to enter the parking lot by making a right-hand turn into the lot when approaching the school from East (via Lincoln Avenue). When exiting the parking lot, visitors are asked to exit slowly and proceed forward to Casitas Avenue or turn right onto Altadena Drive. **Left turns onto Eastbound Altadena Drive are NOT allowed.**

While in the parking lot, basic traffic laws apply; for example:

- No double parking
- No parking in handicap spaces without appropriate placard
- No U-Turns on Altadena Drive



**Odyssey Charter School
Intent to Re/Enroll Form**

for purposes of requesting facilities

DUE Back to the Front Office by FRIDAY, OCTOBER 23, 2009!

Dear Odyssey Charter School Parents/Guardians:

Under California law (i.e., Proposition 39) the Pasadena Unified School District must provide the Odyssey Charter School reasonably equivalent school facilities in which to operate the charter school. In order to qualify for these facilities the Charter School must provide documentation to the District to demonstrate how many students the Charter School intends to enroll. This form will be used to support the Charter School's application for facilities for the 2010/2011 school year. By submitting this form, you are indicating that you are **meaningfully interested** in enrolling or re-enrolling (as applicable) your child/children in the Charter School's classroom-based program during the 2010/2011 school year. Thank you very much for your cooperation!

Student Information:

Student(s) Information:			
Student Name (1): _____		Grade 2010/2011: _____	
Last	First	Middle	
Home Address: _____			
Street City,	State	Zip	
Home Phone: _____		Age: _____	Date of Birth: _____
Is your child currently enrolled at Odyssey Charter School? Yes/No (circle one)			
Are you a resident of Pasadena Unified School District (PUSD)? Yes/No (circle one)			
If yes, please list the neighborhood school within the PUSD your son/daughter would otherwise attend:			

Student Name (2): _____		Grade in 2010/2011: _____	
Last	First	Middle	
Home Address: _____			
Street City	State	Zip	
Home Phone: _____		Age: _____	Date of Birth: _____
Is your child currently enrolled at Odyssey Charter School? Yes/No (circle one)			
Are you a resident of Pasadena Unified School District (PUSD)? Yes/No (circle one)			
If yes, please list the neighborhood school within the PUSD your son/daughter would otherwise attend:			

Parent/Legal Guardian Information:			
Parent/Legal Guardian Name: _____			
Last	First	Middle	
Home Address: _____			
Street City	State	Zip	
Home Phone: _____		Email: _____	

By signing below, I am indicating that I am meaningfully interested in enrolling the above named child(ren) in Odyssey Charter School for the 2010/2011 school year. I understand that signing this form **does not guarantee** enrollment in the Charter School. I further understand that this information will be disclosed to the Pasadena Unified School District to support the Charter School's request for facilities under Proposition 39 for the 2010/2011 school year, and that the District may contact me directly to verify my response.

Signature of Parent/Legal Guardian: _____ Date: _____

IMPORTANT!! Return by FRIDAY, OCTOBER 23, 2009 in person to the front office, to your classroom teacher, or by fax to 626-345-0704