

**2021-2022**  
*THE PTO GUIDE*  
*TO EVERYDAY LIFE*  
*AT DOUGLAS SCHOOL*

Welcome to the C.T. Douglas School! This document has lots of information that will help you get to know about life at Douglas. Our PTO website ([www.DouglasSchoolPTO.org](http://www.DouglasSchoolPTO.org)) is also a wonderful resource where you can find much of this information and more. Please check it out.

The Douglas School PTO was created to promote quality in education by facilitating parent and faculty communication, by encouraging parent involvement, and by providing programs and funds to support the school. We are excited to welcome you to the Douglas community, and we look forward to getting to know your family during your time on campus.

You will read about many events and programs in this document. The PTO has funds set aside to ensure that no child or family ever feels unable to participate in a Douglas activity because of a financial barrier. Please contact Hilary Bonnell or Lucia Sullivan directly to arrange for confidential financial assistance for any Douglas event or program.

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# COMING AND GOING

## SCHEDULE

SCHOOL START AND END TIMES ARE AS FOLLOWS:

START OF SCHOOL DAY: 8:50 am

REGULAR DISMISSAL: 3:20 pm

WALKER DISMISSAL: 3:15 pm

EARLY-RELEASE DISMISSAL (**every** Wednesday) 12:50 pm (walkers at 12:45 pm)

AM KINDERGARTEN DISMISSAL: 11:50 am (12:50 pm on early-release days)

## THE BUS

If you have questions about your child's bus, please contact the Transportation Office at 978-264-3328 or [ABRSDtransportation@abschools.org](mailto:ABRSDtransportation@abschools.org). The bus schedule is posted online at [https://www.abschools.org/district/transportation/bus\\_routes\\_\\_schedules](https://www.abschools.org/district/transportation/bus_routes__schedules)

**Kindergarteners are not let off a bus unless there is someone physically at the bus stop to meet them. Additionally, when first and second graders are dropped at their bus stop, a parent or guardian should be visible to the driver.** Childrens are returned to school if an adult is not there to get them from the bus.

## DROPPING OFF AND PICKING UP

There are important guidelines that parents should know to help make dropping off and picking up kids as safe and efficient as possible.

### ***PARKING AT DOUGLAS***

The Douglas parking lot has limited capacity, and the Acton Police enforce strict rules that forbid parking in front of school property on Elm Street. When the Douglas parking lot is full, parents can park either in the lot at the tennis courts down the street or on Agawam Road. If you are attending a school event first thing in the morning, please park by the tennis courts or on Agawam Road to leave parking spaces for staff. Please park *only on one side* of Agawam. If cars are parked on both sides, the Acton Police will issue tickets.

**For safety reasons, please do not park in or drive through the bus area during drop-off or dismissal times.**

### ***DROPPING OFF FOR SCHOOL/PICK UP FROM SCHOOL***

Douglas School has a U-shaped driveway at the side of the building that will be used for dropping off kids at the start of the school day. The entrance to the drop-off driveway is after the blue Douglas sign, by the dumpsters. Children may be released from cars starting at 8:35am. There is NO left-hand turn into the U-shaped drop off. Please drive down Elm St. to the tennis courts to reverse direction and form a line on the side of Elm Street. Please only allow children to exit once you have reached the circle.

Please make sure they are prepared to quickly exit your vehicle (seat belts unbuckled, shoes tied, backpacks ready, questions answered, etc.). This will make for a safe and efficient process.

The same process will be used for pick up at the end of the day.

### ***DROPPING OFF AFTER SCHOOL HAS STARTED***

If your child comes to school after school has started, they must come to the office to obtain a dismissed/returned slip before going to their classroom.

This procedure applies even if you picked your child up from the school earlier in the day. If your child is out of school, he or she is considered absent while gone. If the main office does not know your child has returned to school, your child will be listed as out from the time they left.

## **WALKERS**

When students are dismissed to anywhere other than a school bus, they are considered “walkers.” If your child will be picked up from school (by you or any other authorized adult), you must submit a walker pass. These are available on the Douglas PTO websites (under “Important Forms”.)

### ***THE DAILY WALKER FORM MUST BE SUBMITTED BY 9:30AM IF YOU NEED TO:***

- \* change a students dismissal from a bus rider to a walker or*
- \* to pick up a student early or*
- \* to change WHO is picking up a student or*
- \* to change the dismissal location of a student*

### ***PICKING UP (WALKER PASS)***

Walker passes are for students who are not taking a bus—whether they’re walking or getting a ride. If your child will be a permanent walker or pick up for this year, you will need to indicate that in the emergency information in Powerschool. If this is the case, you

will not need to submit further information unless you require a change. Walkers are released on the following schedule:

*AMK Students: 11:45am on Mondays, Tuesdays, Thursdays, Fridays; 12:45 on Wednesdays*

*ALL DAY K and Grades 1-6 Students: 3:15pm on Mondays, Tuesdays, Thursdays, and Fridays; 12:45pm on Wednesdays*

Each child who will be picked up must have either submitted permanent walker status information via Powerschool or you can submit a walker pass online if you require a change for your child(ren).

If you are picking your child up before the end of the school day, note the time on the walker pass. When you come to the school, go to the front doors of school and ring the bell to the right side of the door and the office staff will assist you. As no parents are allowed inside the building the main office staff will contact your child's teacher and have the child meet you in the lobby.

If you are picking up a child at the end of the day, please arrive at school at least 10 minutes before dismissal. Some parents/guardians may choose to wait on the lawn outside to meet their child. For car pick up, plan to line up on the right side of Elm Street and children will be dismissed to cars as you approach the U shaped circle at the side of the building (similar to AM drop-off.) Walkers are dismissed a few minutes ahead of children who are riding buses, to allow for safer exit to waiting cars and nearby locations.

Pick up time can be very congested and safety is a priority. Options for pick up also include parking at the Elm Street tennis courts and arranging with your child to meet you at the tennis courts or parking on the right side of Agawam Road. Crossing guards are available to safely guide children to Agawam.

### ***PERMANENT WALKERS***

If you live close to Douglas, you may choose to have your child walk (or bike, or scooter) to and from home. If so, your child would be considered a "permanent walker." To make this designation, you must indicate this in the emergency forms on Powerschool. Once that indication is made, no further forms will need to be submitted unless you would need to change walker status for a specific reason.

Your child will be released at the same time as students who are being picked up, and it's up to them to safely make their way home. Please remind your child to be careful of the buses and cars.

**Kindergarten students cannot walk home alone.** If you have a kindergartner within walking distance who is not taking the bus, you must meet him or her at the school at dismissal.

# KEEPING IN TOUCH

## CALLING SCHOOL

The school office number is 978-266-2560. If you need to speak with your child's teacher, you are usually forwarded to voicemail, as they do not receive phone calls during instructional periods. Email is often a good way to communicate with your child's teacher; staff email addresses are available in the Douglas Directory and on the Douglas School website. Teachers will often tell you their preferences at back-to-school night in September.

### ***ABSENCES/LATENESS (SAFE ARRIVAL)***

If your student will be absent or tardy for any reason, you must let the school know. This is handled via Safe Arrival. You can report absences/late arrivals to Safe Arrival via the Safe Arrival form on the Douglas PTO website (under Important Forms) or by calling the Safe Arrival line at 978-266-2566. Please do so *before the start of the school day*. Telling your child's teacher is not sufficient.

If you forget to contact Safe Arrival and your child is marked absent, a member of the office staff will call to confirm the absence.

If your child is tardy, the child must come to the main office to get a tardy slip before heading to class. This allows the office to know the child is in school (and to remove their name from the "absent" list). It also shows the teacher that the student has checked in with the office. In order to avoid disturbing the classroom activities, please do not take your child to their class.

## STAYING INFORMED

Douglas parents are encouraged to keep up with school events and activities. There are many resources to keep you up to date on Douglas's current events.

### ***EAGLE EYE WEEKLY***

Every Sunday, the PTO sends out the Eagle Eye Weekly, our email newsletter. The Eagle Eye Weekly is a "must-read" series of school happenings and important information. It is distributed via a confidential e-mail list used only for school-wide notices from the office or PTO. To receive these weekly e-mails (or to change the address where you receive them), please contact the technology team at [technology.secretary@DouglasSchoolPTO.org](mailto:technology.secretary@DouglasSchoolPTO.org). You can also sign up on the Eagle Eye link at [douglasschoolpto.org](http://douglasschoolpto.org).

### ***PRINCIPAL NOTICES***

The principal will also communicate with the community about school and district events, as well as community events outside Douglas.

### ***PTO WEBSITE (WWW.DOUGLASSCHOOLPTO.ORG)***

The PTO website includes information about school events, a calendar to stay up to date, a list of current volunteer opportunities, archives of newsletters and other information, and links to useful forms. We encourage you to visit the site often, as we regularly update its pages.

### ***DOUGLAS SCHOOL WEBSITE (DOUGLAS.ABSCHOOLS.ORG)***

The Douglas School website offers useful information about the school, including a list of faculty and staff, links to classroom websites, and a school calendar that shows all Douglas and regional school events.

### ***FACEBOOK***

Douglas School has an active Facebook group for parents and staff. It's a great place to ask and answer timely, school-related questions. You can find and request membership to the closed group at <https://www.facebook.com/groups/CTDouglasActonMA/>. You'll also find frequent posts/reminders about school events throughout the year.

### ***DOUGLAS DIGEST***

The Douglas Digest is a paper newsletter distributed via email several times each school year. It includes an insightful letter from the principal as well as a series of timely articles from the school and PTO, an events calendar, and more.

### ***PTO GENERAL MEETINGS***

The PTO holds a general meeting 4-5 times per year at Douglas School. ALL members of the Douglas community are welcome and encouraged to attend these meetings! Occasionally, the meetings include a guest speaker (such as the district Superintendent), along with an update from the Principal/Vice Principal, and PTO and committee reports. These meetings are a wonderful way to hear what is going on at school and an opportunity for parents to connect with other parents and teachers. Details about upcoming meetings are posted on the PTO website.

Please **mark your calendar** with the dates for this year's PTO General Meetings:

Wednesday, September 29, 2021 at 7pm

Wednesday, November 17, 2021 at 7pm

Wednesday, January 26, 2022 at 7pm

Wednesday, April 27, 2022 at 7pm

Wednesday, May 25, 2022 at 7pm

### ***MAIL VIA BACKPACK (BACKPACK EXPRESS)***

“Backpack Express” is one of the most common and easy ways to get information to/from the school and other parents. Check your child’s folder daily for papers from your teacher or the school. You can also send notes to your teacher in your child’s backpack if you’d like. Any school wide flyers will be sent home via backpack express in the folder of the youngest child at the school. Backpack express is for school related information only-please do not use this for birthday party invitations, etc.

### ***POWERSCHOOL***

PowerSchool is a Web-based service that the district uses for student services, including showing class placement before school starts and emergency contact information. If you are new to the district, you will receive log-in information from the school.

## **PARENT-TO-PARENT COMMUNICATION**

One of the best parts of Douglas School is its terrific community, so, of course, there will be times when you want to communicate with other parents. Douglas tries to facilitate that in the following ways.

### ***DOUGLAS DIRECTORY***

The Douglas Directory, sold for a nominal fee at the start of the year, is a wonderful resource for reaching the rest of the Douglas community. It contains a staff listing and class lists, as well as student names, phone numbers, and parents’ names and emails, alphabetized by last name. It even includes a list of Douglas 6<sup>th</sup> graders willing to offer babysitting services! You can access an online version through Powerschool, as well, for no cost to you.

In order for your correct family information to be included in the directory, you must update your contact information in PowerSchool at the start of the school year. If you do not wish to be listed in the directory, you can choose to opt out. You can also request that we publish different information than what is submitted in PowerSchool (e.g., nicknames, different email address, separate addresses for parents).

### ***BACKPACK EXPRESS***

You can also contact other parents through Backpack Express. For parent-to-parent communication, put the parent’s name c/o their child’s name, classroom teacher, and room number. (For example, TO: Ashley Cook, c/o Phoebe Cook, Mrs. Bethel, Room 12.) Again, please refrain from using this communication for personal items such as birthday invitations, etc.

## **VOLUNTEERING**

Although we are unable to have in school parent volunteers at present, we are hopeful that we will be able to welcome back volunteers inside the school building soon. There are many ways parents can be involved at Douglas, both at night and during the day, for big events or in the classroom. Traditionally, Douglas's annual volunteer survey, conducted online before the start of the school year, would provide descriptions of varied volunteer opportunities and sign up links. This year, we will be thoughtful on how to engage the community and send out the call of volunteers via email or Facebook when appropriate. We also maintain an updated list of available volunteer opportunities on the PTO website, under "Get Involved."

Parents are encouraged to volunteer in any way they can; if you are interested in becoming involved any time during the year, or if you have any questions, contact the PTO co chairs (cochairs@DouglasSchoolPTO.org).

## **LOST AND FOUND**

There are three locations for lost and found at Douglas: (1) a bin outside of Room 5 on the lower level; (2) two white cabinets in the cafeteria; and (3) a bin near Room 10 on the upper level. Although these locations are loosely organized by grade level (grades K-3 on the lower level, and grades 4-6 in the cafeteria and on the upper level.), items can be placed in any of the bins. The lost and found is purged at least twice each year—once in winter and once in spring. We will post a video of items to the FB page for families to review as unclaimed items are donated to the Acton Food Pantry. The PTO gives plenty of notice before making the donation, so be sure to watch the Eagle Eye Weekly and Facebook group page for an announcement.

Faculty and staff will typically check for names before putting an item into the lost and found, and the PTO will also look for names before donating unclaimed items. Therefore, parents are encouraged to put their children's full names (not just initials) in all clothing, lunch boxes, etc., that come to school. Please update names in any hand-me-downs so we can find the current owner.

## **EATING**

### **LUNCHTIME IN THE CAFETERIA**

Students have lunch on all school days, including early release. They can bring their own lunch or buy lunch. Douglas does not have a no-nut policy. Please check with your child's teacher to determine if his/her classroom has its own policies related to allergies. In an

attempt to control crowding in the cafeteria, some adjustments may be made to allow for space to remove masks and enjoy lunch.

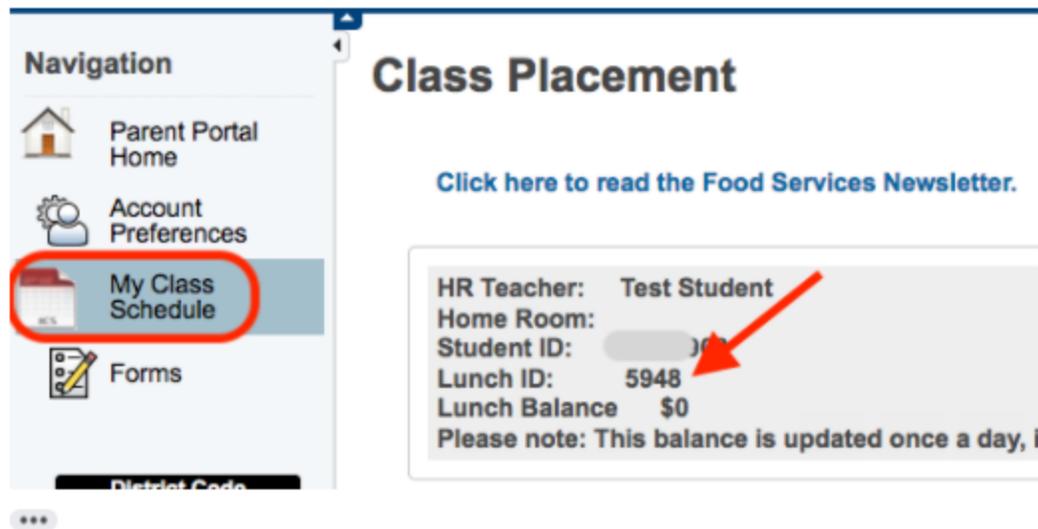
The Acton-Boxborough Food Service Department is excited to serve healthy and delicious breakfast and lunch to all students in the district. **Exciting news...every student is eligible to receive one breakfast and one lunch at no charge every school day!** All lunches include an entrée, choice of milk, fruit, and vegetable. If a student wants to purchase an a la carte milk, it is available for \$.50. Other a la carte items are available for purchase at the schools. For more information about the Acton Boxborough district's Food Services department, visit [Food Services - Acton-Boxborough Regional School District \(abschools.org\)](http://abschools.org). Our cafeteria manager, Ksenia Olsen, is also available to answer questions by email (kolsen@abschools.org)

### ***BUYING LUNCH***

If a student would like an additional breakfast or lunch: the breakfast price is \$1.75. The lunch price is \$2.75 for Elementary school students. You can apply for free or reduced-price lunch through the school district's website (see above for direct link).

Families are encouraged to pre-pay money to your child(ren)'s lunch account(s) if you think your student will buy extra meals. To do so, you can either send in cash/check to your school's cafeteria manager OR log into SchoolCafe at [www.schoolcafe.com/ABRSD](http://www.schoolcafe.com/ABRSD) to prepay using a credit card. To ensure proper credit when paying by cash or check, please include your student's first name, last name and Lunch ID on the memo line of the check. Checks are payable to "AB Food Services Dept." If using a check, send the check via Backpack Express to your child's teacher. Payments sent via Backpack Express may not post to a child's lunch account until the following day. Prepaid accounts will be automatically debited for student purchases in the cafeteria.

To find your student ID number, please sign into PowerSchool. The Lunch ID is located in the same region as the assignment of homeroom teachers/class placements.



### ***THE MENU***

A lunch menu calendar is available online and sent home each month via Backpack Express. There are several options for each day, including a few standards that are always served. Fridays are a fan favorite because it's always pizza day!

Don't forget to check the lunch calendar for "Sticker Days," when students who buy lunch can win a free dessert if they find a sticker on their tray.

Gluten Free Turkey and Cheese in a Joseph's Gluten Free Tortilla or Gluten Free pizza is available daily with 24 hr. notice to Café Manager Due to COVID, we are still experiencing product shortages and changes. Menus are subject to change. Meals are planned to meet USDA Dietary Guidelines. Questions or Comments, please contact Kirsten Nelson, Food Services Director at (978) 264-4700 x3221 or at [lunchonline@abschools.org](mailto:lunchonline@abschools.org)

### **HAVING FUN**

There are many, many other things that happen at Douglas every day. In this section, we've included some of the parts of Douglas that make up daily life and are nice to know about, but might not be part of the information you would think to seek out.

### **POST OFFICE**

Douglas School has its own post office, run by the sixth-graders. Each classroom has its own "address," which is listed in the Douglas Directory and on the Douglas PTO website. Students can send and receive mail in their classrooms. If your child would like to send a letter to a friend, they must put it in an envelope with their friend's name and "address" or room number. You can also send mail to your child using this information. Keep an eye on the Eagle Eye to find out when the post office is up and running. To send mail, student may

put letters in the large blue mailbox in the front lobby or (with appropriate postage) via the USPS.

*Please do not send birthday invitations via the Douglas Post Office or Backpack Express.*

## **LIBRARY**

All students have “Library” as a special on a regular basis. They have the opportunity to borrow books, science kits, and musical instruments. Library staff help guide students to fun, age-appropriate reading material. For questions please contact the Douglas librarian, Sasha Opel (sopel@abschools.org).

## **COMMUNITY INVOLVEMENT**

Students at Douglas School are involved in projects and initiatives that raise their awareness of the connections between all people. Much of the school’s outreach and fundraising work is focused on a partnership with Free the Children, but there are also smaller-scale projects that engage students in a range of ways. Sometimes the projects come from a single student who is looking to make a difference.

## **DOUGLAS AT DAWN/DUSK (“BREAKFAST CLUB” AND “WORK AND PLAY”)**

Douglas at Dawn/Dusk is the before- and after-school care program offered at Douglas School. Breakfast Club is the before-school component, and Work and Play is the after-school piece. Not sponsored by the PTO, this program provides safe, fun, and educational alternatives outside of school hours. The program is always open on early-release days. The program is structured to allow children the freedom to choose among activities such as arts and crafts, games, computer lab, outdoor play, and gym time. A quiet study area is also available.

This fall we anticipate a return to most regular operations with before and after school care offered for children in grades K-6 at all of our elementary schools and at the Administration Building. As we did this past year, we will adjust our program as needed to meet conditions in place at that time.

There is a nominal registration fee. We encourage families to register as soon as they know their schedule. While we are usually able to accommodate nearly every request, we cannot predict what the demand will be. Questions? Contact Erin Bettez, Director, A-B Community Education, [ebettez@abschools.org](mailto:ebettez@abschools.org), 978-264-4700, extension 3985. More program information and online registration can be found here: [https://abce.abschools.org/extended\\_day](https://abce.abschools.org/extended_day).

## **CULTURAL ENRICHMENT PROGRAM**

Douglas School is lucky to have a wonderful Cultural Enrichment Program, run through the PTO. Each traditional year, the Cultural Enrichment Committee plans two all-school programs and one program for each grade, including a wide variety of artistic and cultural programming. We will have to think creatively this year! Please let us know if you have suggestions on how we can impact our students with cultural enrichment events that will align with current health guidelines. These events are designed to nourish our students' appreciation of the arts and to help them understand the role of the arts in their world. Suggestions for the Cultural Enrichment Program can be directed to the PTO co-chairs ([cochairs@DouglasSchoolPTO.org](mailto:cochairs@DouglasSchoolPTO.org)).

## **SIXTH-GRADE PORTFOLIOS**

In the sixth grade, all students complete comprehensive portfolios that represent their time at Douglas. Guided by their teachers, they are asked to compile work that represents each of the years they have been at the school. The teachers will keep a small sample of work that follows your child throughout their time at Douglas. However, Douglas families are encouraged to set aside the schoolwork that their children are most proud of so that they have plenty of choices when it's time to create these keepsake albums.

## **FINANCIAL ASSISTANCE**

The PTO has funds set aside to ensure that no child or family ever feels unable to participate in a Douglas activity because of a financial barrier. This applies to all of the above programs, as well as to the yearly events you'll read about below. Please contact Lucia Sullivan or Hilary Bonnell directly to arrange for confidential financial assistance for any Douglas event or program.

## **RAISING FUNDS**

The funds raised by the PTO support a variety of programs and people at Douglas School. We help support our classrooms, advancing technology, as well as many of the events described in this document. Each year we hold an annual giving campaign, a large fundraising event like a Fun Run or Social/Auction, spiritwear sales and specific all community events which are targeted at highlighting local businesses and profit-sharing to benefit our community.

While we hope you are able to participate in all of our programs and events, there are many ways to contribute to the PTO outside of our fundraisers, including by volunteering your talents.

This year we are looking to implement some new creative events that will promote community spirit and involvement. If you have any ideas or would like to be part of the planning of these new events, please email the co-chairs([cochairs@DouglasSchoolPTO.org](mailto:cochairs@DouglasSchoolPTO.org)).

## **DIRECT FUNDRAISING**

### ***ANNUAL APPEAL***

In the first few weeks of school, all families receive a direct solicitation letter from the PTO. This approach was instituted in 2005, and its success has enabled the PTO to eliminate 10 smaller fundraisers during the year (no candy or gift wrap sales - hooray!). The donations received in response to our Annual Appeal support PTO priorities like scholarships, staff appreciation, library donations, cultural enrichment events, and many other community programs. Many employers offer a matching gift program, which has helped to contribute to this effort.

### ***SCHOOL-WIDE FUN RUN***

In the spring, students participate in a school-wide Fun Run event. The run has a different fun theme each year, and kicks off with a pep rally to get everyone excited. Students are encouraged (but not required) to gather online pledges from family and friends for laps they complete during the run. The kids love this event and, when allowed, parents have a great time volunteering at the run to mark laps, hand out water, or cheer the students on!

## **ONGOING FUNDRAISERS**

### ***DOUGLAS SPIRITWEAR***

The Douglas PTO sponsors the sale of items such as T-shirts, sweatshirts, and hats with a Douglas logo. The purpose of this fundraiser is to foster school spirit and also raise funds to give back to the community. During special sale periods, an order form will be emailed or a link will be posted to Eagle Eye Weekly/Facebook. Occasionally, you may see an order form in the backpack express.. Some Spiritwear items are also available for purchase year-round at school events.

### ***EAGLE SHOPPING REWARDS***

Douglas participates in several shopping rewards programs, including Box Tops for Education. Please scan/save relevant labels and receipts and submit them via Backpack Express. If you shop at Amazon, use the Douglas School Amazon Smile program link ([smile.amazon.com](https://smile.amazon.com)). Each year, the benefits of these programs add up to thousands of dollars for our school.

## **FILLING THE YEAR**

A single year at Douglas holds many exciting events—some for fun, some for learning, and some for fundraising.

### **RECURRING EVENTS**

#### ***SPIRIT DAY***

The Douglas School is full of spirit, and we like to show it! There will be themed Spirit Days throughout the year. Students may be asked to wear their gold, blue, and/or Douglas apparel to school to celebrate being at Douglas.

#### ***DOUGLAS NIGHTS AT LOCAL BUSINESSES***

We are partnering with several local businesses over the course of the school year for Douglas Nights. Visiting these local businesses on our scheduled days and times gets a percentage of the profits donated to our school! The first event will be at Westside Creamery in West Acton on September 22, 2021. Look for more details on this and other events to come!

### **FALL ACTIVITIES**

#### ***WALK FOR PEACE***

In the fall of 2001, in the aftermath of September 11, Douglas School wished to do something meaningful as a local community for the world community. We planned the first Douglas School Walk for Peace. We have continued the tradition, and each year we hold the

walk in mid-late September, rain or shine. After a short gathering in the circle, students and staff set off on a local one-mile walk. We reconvene in the Douglas circle for a closing song. Children walk with their own classes, and parents are always welcome to walk with them.

### ***SCHOOL PHOTOS***

School photos are taken early in the school year (usually in September). A notice will come home with your child. The PTO has used Coffee Pond Photography in recent years. All students will receive a copy of the class photo. Purchase of individual photos is optional.

### ***VETERANS DAY***

Shortly before Veterans Day, Douglas has a special gathering to honor students' relatives and friends who have served in the armed forces. These special guests are invited to virtually visit our school and share their experiences.. The veterans and family members who have attended all agree that it's a wonderful, touching event. If you have a special veteran in your life, we hope you will encourage him or her to join us that day!

### ***FALL STAFF APPRECIATION***

We love our teachers and staff! Each fall, prior to Thanksgiving break, we ask families to donate baked goods such as pies, breads, cakes and cookies for our staff to take home for the holiday to celebrate with their families. We typically have over 100 donations of items, most recently we have asked for store bought goods to align with safety and health regulations, but we need your help to show our staff just how much we appreciate their time, talent and ongoing efforts for our students.

## **WINTER ACTIVITIES**

### ***KINDERGARTEN TOURS***

Parents of incoming kindergartners have a chance to tour all Acton/Boxborough elementary schools each winter. We like to make sure they get a warm greeting at Douglas!

### ***MARCH READING CHALLENGE***

The March Reading Challenge adds a bit of fun to a month that can seem a little dreary. Students are given personal and school-wide goals, and if the school goal is met then we reward the students with a fun and creative event, gift card raffle or another "trophy" for their success!

### ***FESTIVAL OF CULTURES***

This popular event celebrates the many diverse cultures that we have represented within the Douglas community! We have done online platforms to connect families. In traditional years, students, families, and friends are welcome to set up tables showcasing different countries, and cultural performances entertain all in attendance.

## **SPRING ACTIVITIES**

### ***BOOK FAIR***

We partner with the local favorite Silver Unicorn bookstore to help run our book fair event. Children can select from hundreds of quality books, and a percentage of the income goes straight to our school. Before the Book Fair, a flyer will be sent home indicating the details of the event. Typically, during one evening of Book Fair, the school hosts a family night with guest readers and a great opportunity to make holiday purchases and mingle with other Douglas families.

### ***FUN RUN***

The Fun Run is a fundraiser which takes place over 9 days with the support of our students, families, community and staff. This is the largest fundraiser for Douglas. It kicks off with a Pep Rally for the students at school on Tuesday prior to the run itself. Families will then gather online pledges, for every lap a student runs (30-35 laps) and Douglas School will be rewarded with the donations received from each student. There is music, prizes, classroom incentives and laps around the field! Families are encouraged to attend the run and cheer on their students!

### ***SPRING STAFF APPRECIATION***

We cannot appreciate the staff and teachers enough! In the spring, the Douglas PTO sponsors a luncheon to applaud the tireless efforts of our amazing staff and educators! We cater lunch from local businesses and ask families to donate desserts to round out their meal. This is a staff favorite and we are grateful for their dedication and time.

### ***MEMORIAL DAY PROGRAM***

Shortly before Memorial Day, Douglas has a program to commemorate the holiday. Our music teacher, Mr. Peter Broggi, organizes this program and makes it a fun event for the community. The students sing various songs, the fifth- and sixth-grade band performs, and a guest speaker visits to commemorate the day.

### ***DOUGLAS DAY***

Douglas Day is our version of a field day. The students just think of it as a day of fun! Each class is divided into four teams. The children participate in at least 10 different events, including a dunk tank, before enjoying a snack on the playground fields. Parents are invited to join in the fun! It's a wonderful day that the kids look forward to all year long.

This is also one of Douglas's best volunteer opportunities. With so many events, it's an all-hands-on-deck kind of day. Keep an eye out for volunteer requests in May and come join us!

### ***SIXTH GRADE GRADUATION***

It's time to celebrate our 6th graders moving up to RJGrey! Graduation is during one of the final mornings at school with siblings allowed to watch the monumental achievements. Immediately following graduation, our 6th grade families often collaborate to create a fun and exciting after graduation celebration at a local convention facility. The opportunities for creative events/activities are endless, volunteers are welcome. It's a great way to get a sneak peak on graduation festivities and celebrate those students that have been leaders in our community.

### **SUMMER ACTIVITIES**

#### ***CANOBIE LAKE DAY***

At the start of summer, the Douglas PTO sets up a discount day at Canobie Lake Park. Celebrate the beginning of vacation by spending a day with many Douglas friends at this terrific amusement park. This is not a fundraiser, only a community event for people to celebrate the end of the school year.

#### ***KINDERGARTEN MEET UPS***

Let's make our newest Douglas Eagles feel welcome! There are 3-4 scheduled playground meet-ups over the summer for incoming kindergarten students. Very casual event with the opportunity to meet some friendly faces before school and play on the playground.

### **LOOKING TO VOLUNTEER? CONTACT US!**

We are so happy you are here! Please don't hesitate to reach out to us with any questions or if you want to volunteer. Thanks, and welcome to our wonderful school!

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*2021-2022 PTO CO-CHAIRS*