

# Oxford Area School District

## *Penn's Grove School*

David A. Woods  
Superintendent

Brian Cooney  
Business Administrator

Margaret Billings-Jones, Ed.D.  
Assistant Superintendent

Tami A. Motes, Principal

Kristen Chastain, Assistant Principal

---

### Kids First, Progress and Unity

August 2017

Dear Penn's Grove Students, Parents and Guardians:

I hope you are enjoying the last days of summer and are looking forward to the new school year! We have been working hard over the summer to plan a successful school year! Our mission is to provide a safe educational environment where students can become successful and achieve their highest potential. We will challenge our students to grow and help them become well rounded young adolescents. Our teachers are hardworking, caring and motivated to continue to help your children grow and mature during these middle school years. It is important to continue to foster the relationship between home and school and we look forward to working with you throughout this school year.

Please use our website for information and the calendar. We try to maintain it to be as current as possible. The link is [www.oxfordasd.org](http://www.oxfordasd.org) There you will find necessary information about sports and upcoming events at Penn's Grove School. You will also find the 7<sup>th</sup> and 8<sup>th</sup> grade supply lists and other updated information. Students interested in playing sports will be required to have a PIAA sports physical and there is a \$50.00 participation fee. If you need additional sports information that you cannot find on the website, please contact OASD Athletic Director, Mr. Price, at 610-932-6653.

Student schedules will be made available soon. There will be a school messenger indicating when students and parents can access their individual schedule in Power School. If you are new to our school district included in this mailing is your Power School log in information. Returning students should use their previous Power School log in information that has not changed. 7<sup>th</sup> Grade and new students will receive a hard copy of their schedules at orientation on Friday, August 25, 2017 from 10:00 - 11:00 a.m. We encourage all 7<sup>th</sup> grade and new students to attend.

This year we will implement the iPads one to one with our students. Each student will have access to an iPad for instruction throughout the day and for use of school work at home. Along with information regarding the responsibility of the iPad we will be sending home a copy of documents that will need to be filled out the first week of school. These documents include an insurance declaration in the event that equipment is damaged, lost or stolen. Please see our website under Resources for more information on the iPad program and policies.

On the first day of school your child will be provided with their locker number and combination. They will also receive an agenda/daily planner that they will be expected to use to record homework assignments and other important dates and events. A packet of information will also be provided with other documentation that will require a parent/guardian signature. **We ask that students who are driven to school be dropped at the doors on Garfield Street.** This will help to alleviate the morning traffic in our front parking lot. **Parent pick up** will be changing this year to provide a safer and less congested

# Oxford Area School District

## *Penn's Grove School*

David A. Woods  
Superintendent

Brian Cooney  
Business Administrator

Margaret Billings-Jones, Ed.D.  
Assistant Superintendent

Tami A. Motes, Principal

Kristen Chastain, Assistant Principal

---

dismissal. **Please pick up students in the cafeteria loop.** This area is much bigger and will help alleviate the traffic on 5<sup>th</sup> Street in the afternoon. If you have a student who is using crutches or an afternoon appointment please use the parking lot at the front entrance.

I ask everyone to please review the 2017-2018 Student Handbook, which will be available on-line after the Tuesday, August 15<sup>th</sup> School Board Meeting. All students should follow the Dress Code, as prescribed by the Code of Conduct. We will be reviewing all aspects of the Student Handbook and the Code of Conduct with students during the opening of school. Here are some important policies and procedures to remember:

1. **Attendance – Policy 5150:** Good attendance is vital for student success. Compulsory school attendance laws will be followed accordingly. School sanctions may be imposed as well.
2. **Dress Code:** All students must comply with the Dress Code as described in the Student Handbook at all times that school or school-related activities and functions are in session.
3. **Weapons – Policy 5480:** Act 26 of the Pennsylvania Legislature mandates expulsion for possession of any type of weapon on school grounds. Please read Policy 5480 for types of items that are considered weapons.
4. **Smoking and/or Possession of Tobacco Products – Policy 5420:** Oxford Area School District is a smoke-free and tobacco-free campus. Violators will be subject to disciplinary action and will be issued a citation for District Court.
5. **Threats or Acts of Violence Will Not Be Tolerated:** Students who make threats of violence or who are found to have committed acts of violence such as fighting or assault will be subject to school-based disciplinary action including suspension and possibly expulsion. Incidents may be referred to law enforcement for criminal prosecution.
6. **Health:** A completed and updated emergency information sheet must be on file in the nurse's office for students to receive treatment. **There are specific immunization requirements for 7<sup>th</sup> grade students.**
7. **Cell Phones:** The use of cell phones during the school day disrupts the processes of teaching and learning. Per the Code of Conduct, from 7:25 a.m. until student dismissal, students are not permitted to use cell phones. All phones should be turned off and stored in his/her locker. Any student who is found using his/her phone during the school day will have the phone confiscated. We respectfully ask parents not to call or text your child's phone during the school day.
8. **Student Arrival in the Morning:** Students may enter the doors at the cafeteria or auditorium event entrance upon arrival to school. Students must remain either in the cafeteria or the auditorium until 7:25 a.m. Breakfast will be available in the cafeteria. **It is important to remember that there is no eating or drinking outside of the cafeteria.** Students consuming food or drink in a classroom, hallway, or other area that is not designated or approved may result in disciplinary action. At 7:25 a.m., a bell will ring for students to go to their lockers and their

# Oxford Area School District

## *Penn's Grove School*

David A. Woods  
Superintendent

Brian Cooney  
Business Administrator

Margaret Billings-Jones, Ed.D.  
Assistant Superintendent

Tami A. Motes, Principal

Kristen Chastain, Assistant Principal

---

homerooms to prepare for the school day. Students arriving to school after 7:35 a.m. will be considered tardy.

Please mark your calendars for the following fall events:

**7<sup>th</sup> Grade/New Student Orientation:** Friday, August 25, 2017 at 10:00 a.m.

**First Student Day:** Monday, August 28, 2017

**School Closed for Labor Day:** Friday, September 1, 2017 and Monday, September 4, 2017

**Back to School Night:** Wednesday, September 6, 2017 at 6:00 p.m.

**Picture Day:** Wednesday, September 13, 2017

**Parent Conferences:** Wednesday, November 15, 2017 and Monday, November 20, 2017 from 4:00 to 7:30 p.m.

I look forward to a great school year! If you have any questions or concerns that you need to address, please reach out to me via phone or email. Let's begin this year with a positive attitude and work together to make your children successful.

Sincerely,

Tami A. Motes  
Principal



---

# Oxford Area School District

---