

COMMUNIATIONS INFORMATION

✓ **Parent Handbook**

The 2009/10 Parent Handbook is being updated and will be distributed to all parents the second week of School. It contains lots of useful information and parents are urged to read it and use it throughout the year.

✓ **Student Directory**

The 2009/10 Student Director will be produced and distributed about the third week in September, when enrollment stabilizes, to facilitate communications within classes and across the school.

✓ **Weekly Leaflet**

The *Weekly Leaflet* will begin production on Wednesday, August 26. It provides timely information essential to your child's participation in school. The deadline for text is Monday at 9:00 AM, and the *Leaflet* is distributed to your classroom on Wednesday morning, and put in your parent folder by your class coordinator.

✓ **Monthly Events Calendar**

An events calendar that is updated monthly is distributed with the Leaflet; it helps you keep track of class trips, class plays, Farmers' Market, etc.

✓ **Acorn Newsletter**

The Acorn is a school newsletter of substance that is produced six times a year – October/ November, December/January, February/March, April/May. June/July and August/September – that accepts articles, letters, art, photography and ads from the parent body. Watch for the article deadline in the *Leaflet*.

✓ **Website**

Go to www.liveoakcharter.org to check out the website site. The School calendar, *Weekly Leaflet*, *events Flyers*, and *The Acorn* are all posted on the website, along with the School Charter and contact information for staff.

✓ **Community Bulletin Boards**

Large, cork Community Bulletin boards are located on both the Upper and Lower Campus, for posting school-related and community-related announcements. They are managed by the Development Office. The glass case on the Upper Campus is for *school announcements only*.

✓ **Friends of Live Oak Website**

The Friends of Live Oak Charter School website is www.folocs.org for an easy way to pay your Parent Pledge on-line, or make other donations such as Holiday Appeal or donate used cars.