

# weekly trib

Summer 2019

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## What's Ahead

### August 28

Family and Staff Welcome Potluck  
*Bienvenido Potluck*

### August 29-30

Family Conferences  
*Conferencia de Familia*

### September 2

Labor Day - School Closed  
*Día del Trabajo - Escuela Cerrada*

### Sept 3

First Day of School for K-8th  
Transition Day for PS and PK  
(full day for half of the class)  
*Primer Día de Escuela y  
Día de Transición*

### September 19

Back to School Night for 2nd-8th  
*Noche de Regreso a Clases para Padres Grados  
2-8*

### September 23

Back to School Night for PS-1st  
*Noche de Regreso a Clases para Padres Grados  
PS-1*

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## Aftercare Update

As we shared in June, we spent the spring exploring the possibility of partnering with a new organization for beforecare and aftercare in 2019-20. This process, which was led by a diverse group of families, teachers, operations team members, and administrators, ultimately culminated in a decision to transition from Springboard to AlphaBest Education; we were very impressed with the quality of AlphaBest's proposal, reference checks, track record, and the programming we observed on our visits to their current schools, and we are excited to welcome them into our community.

Subsequent to making the decision to transition from Springboard to AlphaBest, we were made aware that Springboard was experiencing challenges with their record-keeping related to background checks. Although our contract with Springboard required them to conduct OSSE-supervised background checks for all employees, and Springboard assured us that background checks had been completed, they were unable to produce records of those background checks. Accordingly, we decided to suspend our partnership for the last week of school.

A number of parents have reached out to ask for more information about this situation. Because Springboard was licensed by OSSE to provide service at Two Rivers, it was OSSE's responsibility to monitor Springboard's compliance with the background check requirement. We are in close communication with OSSE regarding their licensing and oversight processes, which are currently undergoing a review. In addition, we are reviewing our internal processes and controls with our Board to determine if changes should be made. We are deeply committed to the safety of our students, and confident in our planned next steps to ensure that safety.

We are currently in the process of hiring a new Chief of Staff, who will help oversee the afterschool program. Once that person is on board, we will offer an opportunity for parents to share concerns and suggestions about aftercare. If you have questions in the meantime, please reach out to Executive Director Jessica Wodatch at [jwodatch@tworiverspcs.org](mailto:jwodatch@tworiverspcs.org).

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## Crew Lists

How do we decide which students belong in which classroom? We give it a lot of thought! If it is not a looping year, your child's current Two Rivers teachers meet with the teachers of the next grade level and a team of administrators. The team discusses the needs of each child academically and socially. They consider the teaching style of the new teachers and the learning style of the students. They ensure that each child has friends in the class, and that the students are compatible. In addition, the team makes sure that each class has a balance of students by age and skill level, and that the students have an opportunity to meet new grade-level peers.

### Middle School Crew Lists (A note for Middle School)

Welcome to the middle school! In this packet you will find your crew list for the 2019-2020 academic school year.

Crew is a time and space where students come together with an adult in a family atmosphere for support and a push in school and life. To be crew, we expect students and staff to help each other to step up, take responsibility for the well-being of yourself and those around you. Crew is a critical part of the EL Education model and our school culture. In this space we intentionally teach and practice character education, risk taking, and team building. This is a space that encourages a sense of belonging for all students, where everyone can be their best selves while lifting up their peers.

Your student will join their crew daily as the first class of the day, crew starts promptly at 8:30 after homeroom. They will remain in the same physical space for homeroom and crew with the same adult and students. During crew students build a sense of self identity but also crew identity, for this reason, crews remain the same each year. The crews are made up of between 16-18 students and one adult. Students start the day in crew and then move into their academic classroom groupings, this can change throughout the day but when they are in crew...they are crew!

If you have questions about your child's crew placement, please see Ms. Caroline (ES) or Ms. NaKeisha (MS).

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## School Supply List

The school supply list is included and also available electronically on our website, [www.tworiverspcs.org](http://www.tworiverspcs.org). Go to the "Community" tab and select "Information for Parents and Families" from the drop-down menu. Note that there are different lists for many of the grades. If you have already searched in vain for an item on the list (e.g., big pencils), don't worry! If there is an item that is not readily available, the school will order it for classes. Remember, most school supplies at Two Rivers are shared among students. Some families in the Two Rivers community may not be able to purchase supplies and others may be able to purchase extras. Please contribute what your family is able.

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## Transition Days for PS & PK

Our early childhood specialists have found that the best way for our little ones to start school is to transition in over several days. Your preschool or pre-kindergarten child will start school with half of his or her class for a half day on September 3 or September 4. The other half will then have a chance to go to school before everyone joins together on Thursday, September 5th. This gives teachers more opportunity to give nervous students and everyone a chance to get better acquainted. Your child's transition day is noted on his or her class list.

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## Stay Connected with the 4th Street Listserv

Each grade at Two Rivers has its own email listserv in which families and staff in the Two Rivers community are encouraged to participate. If you subscribed last year, you do not need to do anything, but you may want to log in to update your preferences or email address. To join a Two Rivers email discussion group, follow these steps:

1. Go to [lists.tr-psa.org](http://lists.tr-psa.org)
2. Select "Discussions" in the Directory of Groups and then select the appropriate list. (There is one for each grade at Two Rivers.)
3. Click "Subscribe" on the left-hand side of the page

Please note that subscribing requires authentication of your email and approval by the listmaster. Your subscription may take a day or two to become active.

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## Email Your Attendance Notes

If your child is absent or late, or will be picked up early, please be sure to notify the front desk by providing a written note or by emailing [4ESattendance@tworiverspcs.org](mailto:4ESattendance@tworiverspcs.org) (for students in the elementary school) or [4MSattendance@tworiverspcs.org](mailto:4MSattendance@tworiverspcs.org) (for students in the middle school). Excuse notes must be submitted within 5 days of the student's return to school. Please also copy your child's teacher on the email. Be sure to provide your student's full name, date of absence, grade level, teacher's name, and a brief explanation.

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## Dismissal

Elementary school students dismiss at 3:15PM on Mondays, Tuesdays, Thursdays, and Fridays; on Wednesdays, elementary school students dismiss at 1:15PM. Middle school students dismiss at 4:15PM every day. If you are picking up your child from the elementary school, you will need to go to the classroom to pick them up. Students will not be sent to the front lobby. Please make every effort to be on time for pick up as our staff uses after school time for meetings and professional development.

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## Arrival Safety

Please observe basic safety rules during arrival and dismissal time. If you are in a car, you may use the drop-off lane in the morning from 8:15 to 8:30; please do not allow your child to exit the car prior to the time that a school administrator opens the front door of the building at 8:15. Please remember to only allow children to get out of the car onto the sidewalk (not into the middle of 4th Street). Adults should stay in the car. If you choose to use the drop-off lane, your child needs to be independent enough to exit the car on their own.

While the drop off lane is open, please pull up as far as you can on 4th Street to allow others to pull in behind you. If you are driving near the school, please be careful! Alleys adjacent to the elementary and middle schools are active and parking is not permitted. Finally, please make sure that you cross the street at the crosswalk and follow the directions of our staff and crossing guard out front.

Middle school students may cross at the crosswalk and walk over to the middle school building at 1234 4th Street NE. Please do not pull your car up to the middle school building to drop students off; 4th Street is not large enough to accommodate

drop-off lanes on both sides of the street. Thank you in advance for your cooperation!

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## What is Family Orientation?

Two Rivers sets aside time before the beginning of school for each family to visit their child's classroom and meet his or her teachers. Our families have found these meetings to be great opportunities to get to know the teachers and share information about their students. Students are also encouraged to attend Family Orientation.

This year's Family Orientation will take place on Thursday, August 29, and Friday, August 30. All families are invited to select a time slot for their orientation using an online conference scheduling system called My Conference Time. Sign-up online for your conferences from August 5 through August 16. To sign up for your orientation time, visit [myconferencetime.com/tworiverspcs](http://myconferencetime.com/tworiverspcs), select your child's teacher or crew leader, and click on the time that best fits your schedule. Please note that this sign-up is specifically for family orientation (TR's parent-teacher conferences, which happen three times during the school year) and not for requesting meetings with teachers at any other time.

For families with more than one child at the same campus, you will have the option to sign up for multiple conferences at once to ensure that you coordinate schedules. Families requiring an interpreter will have their conferences coordinated by the school. We will email you the dates and times.

Please sign up early as orientation times are available on a first come, first served basis. You will not have to create an account in order to sign up, but if you choose to enter your email address, you can receive email confirmations or correspondence from your student's teacher. Please sign up for your conference time by Friday, August 16. Any families who have not selected a time by the deadline will automatically be placed into an available time slot.

Please plan to pick up a Family Handbook in the elementary school lobby. An administrator will be there to go over the Family Handbook and answer any questions that you may have. This is your chance to make sure you're up on the Two Rivers way before school starts. For middle school families, please stop by the gym before or after conferences to learn about the Family Handbook, after-school programming, and the My High School Search process.

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## School Messenger Notification Service

Two Rivers uses a communication service called School Messenger that helps us notify families by phone and email about special events, unexcused absences, inclement weather, or other unplanned events. All families are automatically enrolled in this service. All Two Rivers families have an additional option to receive important information by mobile text alerts from our messaging service. If you subscribed last year (and your phone number has not changed), no further action is required. If you are a new family, an existing family that did not previously subscribe, or had a change in your cell phone number, you will receive a text message from School Messenger during the week of August 19 with instructions on how to enroll. You can opt in or opt out of this service any time. If you have any questions regarding School Messenger, please contact our Director of Operations, Gail Williams, at [gwilliams@tworiverspcs.org](mailto:gwilliams@tworiverspcs.org) or 202-388-1360. If you would like to learn more about School Messenger, visit their website at [www.schoolmessenger.com](http://www.schoolmessenger.com).

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## School Lunch

Two Rivers is working with a new caterer. Preferred Meals will provide delicious and healthy lunch options for your child. Families are welcome to purchase lunch on a monthly basis. We've enclosed the school lunch order form for the first month of service and will begin accepting payment and forms on Monday, August 5. If you would like your child to receive school lunch on the first day of school, please return the form to the front desk or to the uniform store with payment no later than Friday, August 23. Order forms for the upcoming months will also be available at the front desk on the first day of school.

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## Document Translation Services

Two Rivers documents are available in multiple languages upon request. For translation services, please contact our Operations Manager, Cynthia Pope, at [cpope@tworiverspcs.org](mailto:cpope@tworiverspcs.org).

El Manual de la Familia está disponible en varios idiomas bajo petición. Para servicios de traducción, por favor contacte a nuestra, Cynthia Pope, en [cpope@tworiverspcs.org](mailto:cpope@tworiverspcs.org). Para acceder al Family Handbook en nuestro sitio web, visite [tinyurl.com/TRhandbook17](http://tinyurl.com/TRhandbook17).

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## Medication Authorization

Maximize your time at the doctor's office! If your child takes prescription medication that the school will need to administer, you will need to have an Authorization for Medication Administration form filled out and signed by a doctor. This form can be found on our website:

[tworiverspcs.org/medical-forms](http://tworiverspcs.org/medical-forms). Hard copies are also available at the front desk. Please remember that these forms must be renewed every year; if you had a permission form for 2018-2019, you must have a new one on file for 2019-2020 in order for Two Rivers to administer the medication. The completed authorization form, along with your child's unopened prescription medication, should be dropped off at the front desk on or before August 23.

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## Medical & Dental Forms Due

Don't forget those medical and dental forms! All students must have current forms on file. If you have not already done so, please contact your doctor as soon as possible; many offices have significant delays in filling out school forms during August. Please note that Two Rivers must maintain up-to-date immunization records for all students and by law children are not permitted to attend school in the District of Columbia without updated immunization records. Forms are available on our website: [tworiverspcs.org/medical-forms](http://tworiverspcs.org/medical-forms) and at the front desk. The Department of Health also requires that students entering grades 6 through 12 receive the Human Papillomavirus (HPV) vaccine, or that their parent or guardian complete an HPV Opt-out Certificate. The opt-out certificate can be found on our website: [tworiverspcs.org/medical-forms](http://tworiverspcs.org/medical-forms) or at the front desk, should you choose not to have this vaccination. Families who opt-out must still have an annual physical and submit a Universal Health Certificate.

All medical forms are due no later than Friday, August 23.

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## Thank you Compass

Two Rivers was thrilled this year to be awarded a grant for strategic planning from Compass, a nonprofit organization that provides pro bono consulting services to local nonprofits. Our team of volunteer business professionals devoted hours to getting to know Two Rivers and help us begin work on a strategic plan. The grant, and our work, will continue into next year.

Thanks so much to our team, and to Compass for providing such a wonderful resource to Two Rivers!

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## Uniforms Sales

All Two Rivers students are required to wear a uniform shirt to school each day, starting on the first day of school. Uniform pricing starts at \$7 for short-sleeve Two Rivers T-shirts, which come in a variety of colors. If you are struggling to afford uniforms, please see your building's principal. Two Rivers will be selling uniforms only at the Young campus (820 26th Street NE) at the following times:

Thursday, August 8, 9:00 AM - 3:30PM  
Saturday, August 10, 9:30AM - 2:00PM  
Thursday, August 15, 12:00PM - 6:00PM  
Tuesday, August 20, 9:00 AM - 3:30PM  
Thursday, August 22, 9:00 AM - 3:30PM  
Saturday, August 24, 9:00AM - 3:00PM

Uniforms will be sold at the front desk during family conferences at 4th Street elementary at the following times:

Thursday, August 29, 9:00 AM - 3:00 PM  
Friday, August 30, 9:00 AM - 3:00 PM

Uniforms will not be sold during the first week of school.

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## Buildings Closed for Orientation

In order for all Two Rivers staff members to participate fully in our staff orientation and to allow our facilities team to complete necessary repairs, our 4th Street campuses will be closed August 12 through August 14. In addition, staff will not be available to assist families by phone on August 12 and 13.

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## See You Soon!