

# Burlington Elementary School

**Lori Booke, Principal**

**Naomi Gallawa, Secretary**

August 11, 2016

Dear Parents and Guardians,

Welcome to the 2016-2017 school year. The staff and I are looking forward to hearing about the students' summer adventures. Our new playground equipment will be installed and ready for use. We are thankful to the parents and community members that made this goal a reality. We will continue with our morning walk. Students can join our morning walk if they arrive between 8:00 and 8:25 am. At 8:25 am, the first bell will ring and students can enter their classrooms. Our breakfast program will run from 8:00-8:20 am. We ask that students do not arrive prior to 8:00 am when supervision is available.

We are trying to make dismissal for students in 1st-3rd grade less congested. Staff members and the PTA met and discussed the new plan. Students who walk home or who are bus riders will line up inside the building and will be walked outside. Students who are being picked up will be waiting outside on the blacktop with their teacher or a grade level representative to meet their parent or person that picks them up. It will take a few weeks to get the routine running smoothly but will create a safer dismissal time. Grades 4-6 will exit the south doors with staff at 3:10 pm.

Here are some important dates:

Friday, August 19	4:00 pm Class lists will be posted on front doors
Wednesday, August 24	Meet and Greet <b>12:00-1:00</b>
Thursday, August 25	First Day of School
Friday, August 26	Ribbon cutting for new playground equipment 2 pm
Monday, September 12	PTA Meeting <b>5:45 pm</b>
Monday, September 5	Labor Day -- No School
Thursday, September 8	Open House <b>5:30-6:30 pm</b>
Thursday, September 22	<b>12:00 pm</b> – Early Out
Saturday, September 24	Saturday Live – Volunteers needed 10 to 4 pm

United Way will also offer before school care this year through the CARE Academy at Burlington Elementary. CARE Academy hours will start at 6:45 am and continue with after school care until 6 pm.

The staff and I look forward to a great year. If we can be of assistance, please call the office.

Sincerely,

*Mrs. Booke*

Mrs. Lori Booke

cc: Terry Bouck, Superintendent  
cc: Kathy Olson, Executive Director K-12 Education

PHONE

FAX

**2135 Lewis Avenue Billings, MT 59102**

**406.281.6208**

**406.656.0357**