

Dear Parents,

We have some special events and activities next week! Tuesday is Reading to End Racism Day. Douglass has participated in this program for a number of years. It is a special day for people in our community to come in and read to our children and have good conversations about issues like racism. If you have been at Douglass in the past, you know what a great day this is for our children. While we are set for readers, we do need one or two people who may be willing to be Greeters on that day. Being a Greeter just means welcoming the Readers, providing them their packets and collecting packets when they are finished. The Greeter helps the Reader find their classroom and assists them with questions they may have. It is a fun job and really gets you into the day with the children. If you are interested, please contact me by Monday. I plan to help in this capacity through the day too and I am looking forward to meeting everyone.

On Thursday we have the Halloween Parade and parties. The Parade will start promptly at 1:00 PM. Parents are more than welcome to attend. We will have a Parade Route available in the office starting on Monday. We will pull out the bleachers in the gym, which will be our final stop on the route! Please watch your child's newsletters for specific party information.

With Election Day right around the corner I know many of you are curious about how this will impact the students and families at Douglass. We are putting some procedures into place to help us make sure we are maintaining a high level of safety for our children. Here are a few things you can expect to see on November 4<sup>th</sup>. First, all voting is in the South Quonset. We are not holding any classes in the Quonset during the day. During recess I have asked those who are supervising to keep children away from the Quonset. You may see a security guard in this area. We will also have security out front. These people are provided by the State to ensure safety throughout the day. We are not allowing anyone but faculty to park in the front lot on this day. Please use the North lot. If there were a medical emergency or any emergency which would require us to call 911, those vehicles must have sure access to the building. Being able to keep one lot as open as possible allows us to plan for emergencies. The front entrance is the only entrance which will be unlocked on this day. All visitors will be expected to use the front doors, check in, and wear a badge. I am instructing teachers to not open locked doors for any adult during the day. Finally, all faculty are required, by BVSD to wear their ID badges. We expect a quiet, successful day and with your help we know this can happen. If you have any questions, please let us know immediately.

We could use your help with Election Day! I am specifically looking for parent volunteers to manage the signing in and out procedures at the front door. If you are available and could donate an hour and a half of time, please let me know immediately. We would love to have two parents per shift. The times are as follows:

7:30 – 9:00 AM	9:00 – 10:30 AM	10:30 AM – Noon
	Noon – 1:30 PM	1:30 – 2:45 PM

I look forward to hearing from you soon.

We hope this information is helpful and gives you a good sense of what to expect on November 4<sup>th</sup>. Again, if you have questions, please don't hesitate to call.

One more reminder, safety tip! Parents dropping off or picking up students before and after school MUST use the North Lot. The Front Lot is for faculty and buses only directly before and after school. I noticed this week parents pulling in behind buses in the afternoon which on Thursday created a huge safety concern. Buses have just enough room to pull in and out. If extra cars are in the lot driving behind them, it is dangerous. The same thing goes for in the mornings. Students should be dropped off at the North Lot between 7:45 and 8:15 AM. Again, the buses play a huge factor in this expectation. We appreciate your help with this matter.

I wish you all a wonderful weekend! It is a beautiful fall in Colorado!

Much Respect,  
Monica