Dear Fletcher Families,

Welcome to Ellen Fletcher Middle School. Enclosed is a packet of forms and information from the Fletcher School Office, the Fletcher PTA, and Partners in Education (PiE), to get ready for the new school year. Please read everything and note some items are printed front and back.

Several of the enclosed forms are required to be returned before your student(s) can begin class (noted below). Please bring all completed forms to Back to School Check-In Day on Monday, August 12, 2019.

If you are able to make online credit card payments, please use the combined online form for PTA Annual Giving and Spirit Wear Orders at www.tinyurl.com/GiveFletcher. This saves volunteers a tremendous amount of time and energy. We thank you in advance!

Back to School Check-In Day is Monday, August 12

Join Fletcher staff and the PTA for our Back to School Check-In Day from 8:00 am - 11:00 am in the Triangle. Volunteers will process paperwork and answer questions, collect spirit wear orders and deliver pre-ordered items, and lead campus tours. Students will take their school photos for their ID cards and yearbook, and pick up PE uniforms.

There will also be free bike repairs, helmet safety checks, bike registration, and Safe Routes to School maps. Campus tours begin at 8:30 am. Parking is limited, please consider walking or biking to Check-In Day. Lines may be shorter after 9:30 am.

What to Bring to Check-In Day - Items 1-4 are required to start school.

1. Back To School Checklist + check made to “Fletcher Middle School” - required
2. Cell Phone / Electronics Agreement Form (carbon copy 2 pages) - required
3. Fletcher Acknowledgements and Permissions - required
4. Fletcher Wellness & Safety Online - required
5. PTA Membership & Annual Giving Form + check made to “Fletcher PTA”, or complete online at https://tinyurl.com/GiveFletcher. Keep the yellow copy as your receipt.
6. Spirit Wear Order Form + payment
7. Photo order form + check. Students must have their photos taken for their student ID card and yearbook. Ordering personal copies is optional.
8. Partners in Education (PiE) form + check. PiE funds program staff across PAUSD. At Fletcher it supports counseling, a technology teacher, music, and other electives.
9. Your bicycle for FREE repairs.

Check-In Day is run by PTA volunteers. Please make sure all of your paperwork is complete before submitting and that it includes all required signatures. If you are unable to turn in your
forms on Check-In Day, bring your paperwork to the office on the first day of school. Students will not get a schedule or attend class until all required paperwork and immunizations are received.

**Important Reminders**

- **HOME ADDRESS(ES):** School mailings will be sent to the address(es) on file with the District Office. Address changes must be submitted directly to the District Office (650-329-3707).
- **WHERE TO REPORT:** The First Day of School Letter in this packet explains where your student should report on Tuesday, August 13.
- **LOCKERS:** All locks on lockers must be school issued. Other locks will be cut off and replaced. Returning 7th and 8th graders should have returned their lock in May and will be given the same one during the first week of school. 6th graders and other new students will receive locker assignments during Tiger Camp or the first week of school.
- **BE INFORMED:** Fletcher e-News comes out weekly via email, and various other school announcements are sent by email through UpToUs groups. The email address you provided to the District is the one we use. If you don’t receive these important emails, please contact us at [fletchermiddleschoolPTA@gmail.com](mailto:fletchermiddleschoolPTA@gmail.com).
- **DO NOT PURCHASE SCHOOL SUPPLIES:** Students only need a pen/pencil and paper for the first day of school. Teachers will provide a supply list for their classrooms.

If you have any questions please call the school office at (650) 856-9810, or come to Back to School Check-In Day on Monday, August 12. We look forward to an exciting and rewarding year. Go Tigers!!

— The Fletcher PTA Board

*Audrey Gold, Melisa Racz, Greta Olbrich, Jennifer Silva, Paul Little, JuFen Hsu, Sonia Gupta, Tami Nguyen, Heewon Park, Yanfeng Zhang, Jennifer Schultz, Michael Nanevicz, Star Teachout, Matthew Hayes, Cari Templeton, Minal Vasanawala*