



Margaret Landell Elementary School

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Principal: Rena Gibbs, Ed.D.



June 2017

Dear Landell Parents,

Beginning with the 2017/18 school year, Cypress School District will utilize a new re-registration process for all students. Prior to the start of the school year, parents will need to re-register returning students for the coming year, which includes completing required annual paperwork for each child, completing the online parent-portal, and receiving classroom assignments. We will **not** be posting class lists as we have done in the past.

Re-registration day for Landell School will be held on **Thursday, August 3rd from 2:30 – 6:30 p.m.** At that time please bring your updated and signed Student Emergency Card that you can access through the Aeries Parent Portal. In July, you will receive email notification through School Messenger once the Aeries Parent Portal is ready for re-registration, which will give you specific instructions on how to complete the process. Once you receive that email, can visit www.cypsd.org and click on the PARENTS link, the first choice on the drop down menu is Aeries Portal. You can log in to complete the online registration process, print out a hard copy of the Emergency Card and sign it. If you arrive on August 3rd, with your Student Emergency Card printed out and signed, the registration process should take you less than 15 minutes. Your child does not need to be present for you to complete the registration process. If you don't have access to a computer/printer, or if you need help with this process, we will have computers available at school on August 3rd.

Information that will be available at this registration event includes: Free and Reduced Lunch Applications, lunch payment envelopes, spirit wear order forms, PTA information, district paperwork, and your child's classroom assignment for the 17/18 school year. In addition, this will be a great opportunity to meet parents on the PTA Board, get questions answered, buy logo wear, and find out ways you can get involved and help make things happen at Landell School.

If you are unable to register on August 3rd, there will be a make-up opportunity on Monday, August 7th from 9:00 – 11:00 a.m. We are unable to give children a classroom assignment until the registration process is complete, so we hope you can attend one of these two registration opportunities. If you are unable to attend either of these registration opportunities, **you will need to accompany your child on the first day of school to complete the registration process.** The office will open at 7:00 a.m. that day, and reregistration will occur on a first come first served basis. Please plan to arrive early that day so you can complete the process, and get your child's room assignment before school begins on the first day of school.

We hope to see many of you on August 3rd! Until then, have a wonderful summer!

Sincerely,

Rena Gibbs, Ed.D.
Principal