



# Lane School

1717 City View  
Eugene, OR 97402  
P: (541) 463-8500  
F: (541) 302-0938

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August 24, 2017

Greetings Parents/Guardians of Lane School Students:

I am excited to welcome new and returning students to Lane School! The staff and I look forward to helping your child develop the necessary skills so they can be successful when they return to their home school and/or new placements. The first day of school for our K – 8<sup>th</sup> program will be **Wednesday, September 6, and students will be excused at 12:00 p.m. Our school schedule will be the same as last year. Classes will start at 8:20 a.m. and students will be released at 2:35 p.m. Each Wednesday students will be released at 1:35 p.m.**

### **New Changes:**

At Lane School we work hard to help students develop positive strategies to deal with change. As with every year, this year also brings new changes. We will have a number of new students. In addition, some students will be assigned to new homerooms.

This year we will have six classrooms on campus. Stuart Rush will now support our program as a behavior consultant. Jesse Egan and Nikki's homeroom will move to room 9. In addition we are welcoming back two new IA's to Lane School: Shannon Parks and Brenna Berry. We are very lucky to have these two talented educators on our staff! Many returning students will remember them from last year.

In addition to staff and homeroom changes, it is possible that one or more of our teachers will have a service and/or working dog in their classroom. Please notify the office prior to school starting if you anticipate your child might be uncomfortable being in a homeroom with a service animal.

***We encourage you to share these new changes with your child so they have time to adjust before the first day of school.***

We also are happy to have LaRae Akin, our program assistant returning to the office. LaRae will be the lead point person whenever you need to contact the office with any new updates regarding your child. She is very kind, organized and super skilled at running the office.

### **Supplies and Calendar:**

As a reminder, students will need to be responsible for bringing the following school supplies:

- 1) 1 regular size backpack labeled with name
- 2) 2 large boxes Kleenex
- 3) 2 glue sticks
- 4) 24 - #2 pencils
- 5) 2 pink pearl erasers
- 6) 3-ring binder (not required for K-3)
- 7) 1 box 12 count colored pencils
- 8) Blue or black ball point pens and/or Pen/pencil pouch (optional)
- 9) Ruled notebook paper (wide or college ruled)
- 10) 1 set of notebook dividers (not required for K-3)

Parents/Guardians please make sure your child is prepared for school as this will be one of the goals that will appear on his/her daily point card. Having all of their supplies will allow them to earn points on their point cards.

Enclosed is a copy of the **Lane School Calendar** indicating our schedule for the coming year. Please note the Inservice Days and early release days. If there are any changes in this schedule, the office will notify parents/guardians in a memo sent home with students. You may also reference our school calendar and school information at our website: [www/lesd.k12.or.us](http://www/lesd.k12.or.us) and click on "School Information" and "Calendars".

### **Student Forms/Information:**

Please complete and return the enclosed forms with your child on the first day of school.

This includes:

- 1) Student Information Card
- 2) Free/Reduced Meal Application – A new application is required each school year
- 3) Health History Questionnaire
- 4) Lane School Policy and Procedures and Lane School Policy Procedures Transportation
- 5) Publicity Release Form
- 6) Approval for Administering Medication (Prescription and Non-Prescription (OTC)).

If Lane School staff will be administering a doctor prescribed medication to your child make sure you complete the form for "Prescription Medication" and have the doctor also sign in the appropriate place. The **medication must be in the original bottle showing name of medication, dosage directions, and doctor's name.** If you wish your child to take non-prescription medication (i.e., Tylenol, cough syrup, etc.) at school, complete the appropriate form and provide the school with the medication.

As a reminder, your school district will be responsible for transporting your child to Lane School. Their Transportation Department will be notifying you shortly as to what bus, the time of pickup, and location of pickup.

At Lane School we focus on student outcomes and create a culture where students and staff are willing to take risks and be part of a larger learning community. We truly believe that together we will learn, care, and succeed. We strongly value parent support and look forward to working in partnership to help your child be successful.

If you have questions or need additional information, please contact the Lane School Office at 541-463-8500.

Sincerely,

Robin Hartshorne  
Lane School Principal

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Enclosures (7)