

# Carpentersville Middle School

Community Unit School District 300  
224.484.2100 Phone  
100 Cleveland Avenue  
Carpentersville, IL 60110



Asia Gurney, Principal  
[asia.gurney@d300.org](mailto:asia.gurney@d300.org)

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Dear CMS Families,

I cannot believe that we have reached a week before the first day of school. I hope you and your children are just as excited as I am to start a great 2017-2018 school year. We hope to see everyone at next week's Stock Your Locker Day on August 14th from 2:00-5:00 PM.

## **First Day of School**

The first day of school is August 15th. This will be a full school day for all students. Students will line up outdoors and will walk to their lockers beginning at **8:45 am**. We will have three bus drop off stations this school year and one station (Door 4-Sports' Entrance) designated for students who walk or get dropped off. Please see the included flyer for drop off/pick up procedures. **The school day ends at 3:40 pm.**

## **Communication**

Please know that we will send regular communication to families using email, so it is important that you have a current email address on file with the main office. Please also make note of the following contact information:

School Office = (224) 484-2100

Dr. Asia Gurney, Principal = [asia.gurney@d300.org](mailto:asia.gurney@d300.org)

Mrs. Lori Marshall-7<sup>th</sup> Grade Assistant Principal = [lori.marshall@d300.org](mailto:lori.marshall@d300.org)

Mrs. Janine Glenn-8<sup>th</sup> Grade Assistant Principal = [janine.glenn@d300.org](mailto:janine.glenn@d300.org)

Mrs. Nichole Murphy-6<sup>th</sup> Grade Assistant Principal = [nichole.murphy@d300.org](mailto:nichole.murphy@d300.org)

Mr. David Nowak-Dean of Students = [david.nowak@d300.org](mailto:david.nowak@d300.org)

Mrs. Ann Wenzel-School Nurse = [ann.wenzel@d300.org](mailto:ann.wenzel@d300.org)

I am looking forward to a great first day with your children.

Asia Gurney

Principal

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## **Important Dates**

Please know that we update the school calendar regularly via our website at <http://cms.d300.org>.

Below are some important upcoming dates. Please make note of them.

- August 15<sup>th</sup> First Day of School (Full Day)
- August 22nd-AVID Family Night
- August 29<sup>th</sup>- Picture Day
- August 30th- Curriculum Night for 6<sup>th</sup> Grade
- August 31st – Curriculum Night for 7<sup>th</sup>/8<sup>th</sup> Grades
- September 4<sup>th</sup>-No School

## **Community Letters/Forms/Flyers**

On the following pages you will see the following information:

- Traffic Drop Off/Pick Up Flyer
- Family Events Flyer

## CARPENTERSVILLE MIDDLE SCHOOL PARKING LOT PROCEDURES

To ensure not only smooth and efficient drop-off and pick-up procedures for your children, but more importantly their safety, please read and follow the guidelines provided about the transportation of your children to and from school.

- Automobiles should never be left unattended when parking in a temporary curbside parking spot.
- Students should never exit or enter an automobile unless it is parked in a temporary curbside parking spot or a permanent parking spot.
- If parked in a temporary curbside parking spot parents must stay in their automobile to wait for their child(ren).



### MORNING DROP-OFF PROCEDURE:

Parents/guardians should use the side parking lot (near Cleveland) of the school. Parents/guardians should pull up through the parking lot to door 4 (Sports Entrance) to allow students to exit the car. After doing so parents/guardians will need to follow the directions of the traffic pattern to exit the parking lot. You will not be able to exit the school area through the horseshoe driveway at the front of the building.

### AFTERNOON PICK-UP PROCEDURES:

Parents/guardians are welcome to park in the parking lot to the side of the building closest to Cleveland Avenue. However parents/guardians are encouraged to create a line of cars closest to the building in order to wait for the students to exit. Students will exit from door 4 (Sports Entrance). Please wait in your automobile as the students exit the building. Once your child gets into your car carefully exit the parking lot following the traffic pattern. You will not be able to enter the horseshoe area in front of the school.

*Carpentersville Middle School and the Carpentersville Police Department would like to remind you that it is unlawful to use a cellular telephone in a school zone. A person, regardless of age, may not use a wireless telephone at any time while operating a motor vehicle on a roadway in an established school speed zone.*