



# Pointers from PLG:

Helpful Hints when entering Indian Hill....

Hello and welcome to Indian Hill School. Moving up to "the big school" is a big deal and we are sure you have many questions so we created a list of "pointers" we think you will find helpful when making this transition. Please click on the links below to answer specific questions or scroll down to read them all. You could also print it out and share with your new students coming into Indian Hill School.

- [Preview Day](#)
- [School Supplies](#)
- [Drop-off procedure](#)
- [Pick-up procedure](#)
- [Prime Time Information](#)
- [Daily Announcements](#)
  - [Lockers](#)
- [Typical 4<sup>th</sup> Grade Day](#)
  - [Switch Bags](#)
  - [Lunch](#)
  - [Visitors/Security](#)
    - [Yearbooks](#)
- [Power School/Parent Portal/Info Snap](#)
  - [Volunteering](#)
- [Conclusion & Contacts/save the dates](#)

1. Preview Day: Teacher Assignments are scheduled to be mailed on August 24th and they will be available in Power School that afternoon. Much like Village, Indian Hill has a preview day when the families can come in and get an idea of where their classrooms are and how to get there. PLG Exec members will meet you at entry and help answer any questions. You can also pick up and/or fill out membership forms and more. Indian Hill Preview Days are scheduled for Wednesday August 30<sup>th</sup> & Thursday August 31<sup>st</sup> from 9am-12pm.

2. School Supplies: If you purchased a School Supply Box last spring, it will be waiting for your student on their desk the first day of school. If not, you can find a link to the general supply list for each grade here:

[http://www.holmdelschools.org/schools/indian/pdf/ih\\_supply\\_list.pdf](http://www.holmdelschools.org/schools/indian/pdf/ih_supply_list.pdf)

Everything on the general supply list is inside the Supply Box if you purchased one. Some of the teachers may require a couple of extra things but not much in our experience and those extra items are typically NOT required the first week

3. Drop-off procedure: Starts at 8:50a.m. and no earlier\*.

Enter the parking lot and make immediate left, follow the lane of cars against curb for drop-off. Stop and let child out at any point while in this lane to cross at crosswalk into school while you proceed to the exit to expedite all drop-offs. DO NOT park your car in this lane during drop off time. If you need to go into the school, park in the lot and use the Main Entrance into the office.

\*Exception is morning music lessons/play practice, etc.. when drop off is (no earlier than) 8:10a.m. During this time, there is no crossing guard at the crosswalk so you will proceed straight at entry and follow fire lane for dropoff. DO NOT park in this lane. Stop, let your child out and proceed to exit.

4. **Pick-up procedure:** Like Village, if you have to pick up early, the latest pick up permitted is 2:45pm. Procedure for normal pickup at dismissal is to park in the parking lot (**TIP:** Try to park in the first lane on left as you enter or double parked buses may block you in the lot until they exit). You must come into the main entrance/lobby of the building and sign out your child with the monitor there. You then proceed to the Cafetorium to wait for your child. They will meet you there. Permission for walkers will come from Main Office/InfoSnap on the first day.

5. **Prime Time:** Early child care is available through Prime Time which is held at Village School and our students are transported to Indian Hill for the beginning of school. Aftercare for Indian Hill students is available and held here at Indian Hill. More information is available at the Main Office or on the district website:  
<https://sites.google.com/a/holmdelschools.org/primetime/home>

6. **Daily Announcements:** Every day "Daily Announcements" are made to let the children know what is expected for the day including tryouts for anything, meetings, etc. This information (and more) is posted daily on the Indian Hill School website:  
<http://www.holmdelschools.org/schools/indian/indian.shtml>  
Look on the right side in a red box that says "Click Here for Daily Announcements"

**TIP:** check this daily for up to date school information.

7. **Lockers:** Locker assignments are given out the first day of school by the Homeroom teacher. This is typically the most exciting event of incoming 4<sup>th</sup> graders day! Locks are not permitted so please do not keep any items of value in your locker. Stick to fancy magnets (permitted) and school supplies!

**8. Typical 4<sup>th</sup> Grade Day:** Buses arrive and 4<sup>th</sup> graders should enter through Door #37 (5<sup>th</sup> & 6<sup>th</sup> grade enters through Door #34 ; not a rule, but suggestion as these doors are closest to their classrooms). **(TP:** The first week of school, they will get off the bus and enter school with teacher and exit at dismissal with teacher) All of the 4<sup>th</sup> grade classrooms are in the same wing/section of the school. (They only have to go into different hallways when they go together to art, gym, music, media center or cafetorium.) Upon arrival, they will go to their locker to hang their coat and backpack and proceed to Homeroom. There they will listen to Daily Announcements and start their day. They will stay with their class, all switching together according to their schedule. Some teachers permit snack as 4<sup>th</sup> grade has the latest lunch: 12:48-1:38. After lunch/recess, it's back to the schedule. Students return to homeroom for dismissal. Walkers and pickups are dismissed first followed by bus riders.

#### INDIAN HILL SCHEDULE

HR/Morning Mtg. /Attendance 9:05-9:15

Period 1 9:17-10:07

Period 2 10:09-10:59

Period 3 11:02-11:52 (5<sup>th</sup> lunch)

Period 4 11:55-12:45 (6<sup>th</sup> lunch)

Period 5 12:48-1:38 (4<sup>th</sup> lunch)

Period 6 1:41-2:31

Period 7 2:33-3:23

CPT/Homeroom 3:25 -3:35

**9. Switch Bag:** YES, a switch bag is suggested. A big change for your 4<sup>th</sup> grader is they will switch classes. Most will have 2 teachers. The whole class switches/moves together to the other teacher (unless there is a special circumstance). Having a switch bag with the supplies needed for the "switch" class is helpful as their "Homeroom desk" is filled with the supplies needed in

their Homeroom class and the supplies needed for switch will be kept in their switch bag (as they will be seated in someone else's "homeroom" seat when they switch.) **TIP:** take a binder with you when shopping for a switch bag and make sure it fits inside; some are not as wide as others. Typically this is a drawstring or tote type bag.

10. **Lunch:** Lunch and recess work much the same as they did at Village with some fun exceptions. Some days, children are treated to "Lucky Lunch" when they can sit with any friends and not just their classmates. Lunch/Recess is split much like Village. While half the grade is at lunch, other half is at recess. "Rockin Recess" is when the entire lunch time (grade) goes to recess together...and lunch too. Chartwells Mealpay POS system is the same and your child will use the PIN number they had at Village (**TIP:** This PIN will stay with them throughout their years in the district. Please remind them to keep this number private.) "Allergy Tables" are in place at all lunches.

11. **Visitors/Security:** If you must come to the school, you must come to the Main Entrance through the first set of doors, then buzz in to enter the Main Office. If you need to enter the building for a specific purpose, you will need permission from an administrator or teacher, sign-in and hand in your driver's license/ID/keys to obtain a Visitor's Pass which must be worn at all times while inside the building.

12. **Yearbooks:** At Indian Hill, there is a yearbook committee made up of students and run by the staff at Indian Hill. The parent group no longer has any affiliation with the yearbook. An email is sent home from the yearbook company and from the staff member in charge of yearbook with the ordering information. Please look for this as it is important to place your order at this time as they order very few extras.

### 13. Power School/Parent Portal/InfoSnap:

Power School is a secure website that includes your child's grades, homework, attendance and more - posted by the teacher, all in real time. It is a wonderful tool to use. (TIP: you can download the Power School app to your phone for easy access.) You should receive your access ID with your placement letter which will help set up your account. The district code is QBLH. Also, Bus passes will not be mailed home. They are only available through this Power School parent portal. InfoSnap is a secure online registration system that will allow you to electronically sign annual forms & replace all hard copy permissions, registrations, etc. that used to come home on the first day.

### 14. Volunteering- The Parent Liaison Group (PLG) is very active in our school. We could use your help. There are many ways to volunteer whether you are at home or you are a working parent. Look for the Back to School packet for a list of opportunities as well as a list of events and fundraisers happening this year! Remember to "LIKE" Indian Hill School PLG on Facebook to keep up with the latest news and check out our website at <http://www.holmdelparents.org/main/indian-hill-school/>

### 15. Conclusion & Contacts:

We hope you found these PLG Pointers helpful. Indian Hill is a great place and with your help and participation, great memories will be made. Please don't hesitate to reach out to any Executive Board Members of PLG with any questions or concerns as we are here to help and support you as well as the students, staff & school.

-Indian Hill School Parent Liaison Group-

### PLG EXECUTIVE BOARD:

President: Matthew Cardinoza: [PLGPresident1@gmail.com](mailto:PLGPresident1@gmail.com)

1<sup>st</sup> Vice President Membership: Carol Kidorf: [PLGMembership1@gmail.com](mailto:PLGMembership1@gmail.com)

Vice Presidents Fundraising: OPEN- Interested?

If so, please contact: President Matt Cardinoza: [PLGPresident1@gmail.com](mailto:PLGPresident1@gmail.com)

Corresponding Secretary: Ellen Flaherty: [PLGCorresponding1@gmail.com](mailto:PLGCorresponding1@gmail.com)

Recording Secretary: Paula Blalock: [paulamblalock@gmail.com](mailto:paulamblalock@gmail.com)

Treasurer: Elizabeth Zhang: [PLGTreasurer1@gmail.com](mailto:PLGTreasurer1@gmail.com)

We hope you will join us for our first PLG meeting:

Friday September 8<sup>th</sup> at 9:30 am

in the Indian Hill Cafetorium.

**TIP:** lots of info at this initial meeting and a delicious  
breakfast...all children are welcome.

**IMPORTANT TIP:** Add now to your Contacts List:

Indian Hill School phone#: 732-946-1045

Address: 735 Holmdel Rd Holmdel, NJ 07733

<http://www.holmdel.k12.nj.us/schools/indian/indian.shtm>

PLG: <http://www.holmdelparents.org/main/indian-hill-school/>

...and don't forget to "Like" Indian Hill School PLG Facebook page  
and Indian Hill School Facebook page!

Take advantage of these younger years; the small amount of  
time you give leaves you with a lifetime of memories.

This guide was written by Debbie Brew [debbrew@verizon.net](mailto:debbrew@verizon.net) on behalf of  
Indian Hill PLG with the help of parents & students of IH.

This guide is sponsored by Indian Hill PLG.



**PLG Events for 2017/2018 School Year**  
**Save the Dates!**

EVENT	DATES
PLG Meetings	Friday, September 8, 2017
	Tuesday, October 03, 2017
	Friday, November 03, 2017
	No meeting December
	Friday, January 05, 2018
	Tuesday, February 06, 2018
	Tuesday, March 06, 2018
	Friday, April 13, 2018
	Tuesday, May 1, 2018
End of Year PLG Brunch meeting	Tuesday, June 5, 2018
Welcome Back Night	Saturday, September 23, 2017
Hangout – 6 <sup>th</sup> grade	Friday, September 22, 2017
Hangout – 5 <sup>th</sup> grade	Friday, October 6 <sup>th</sup> , 2017
Hangout – 4 <sup>th</sup> grade	Friday, October 20, 2017
Red Ribbon Week	October 23-31, 2017
Holiday Shoppe	December 4-8, 2017
Bingo Night	Friday, January 19, 2018
Candy Grams	February 12-14, 2018
Gertrude Hawk Chocolate Sale	February 23, 2018
Boardwalk	Friday, March 23, 2018
Earth Week	April 23-27, 2018
Cookie Staff Appreciation Day	Friday May 4, 2018
Plant Sale	Thursday & Friday, May 10&11, 2017
Career Day	Friday, May 18 <sup>th</sup> , 2018
Barnes & Noble Book Talk	Thursday June 7 <sup>th</sup> , 2018



**INDIAN HILL PLG SCHOOL STORE  
DATES 2017-2018:**

**All Fridays:**

**9/8**

**10/6**

**11/3**

**12/1**

**1/5**

**2/2**

**3/2**

**4/13**

**5/4**

**6/1**

**SNACK DAYS (half day snacks):**

**9/29**

**11/17,20,21 (conferences)**

**1/12**

**3/29**

**5/25**