



Dear Estrella Vista Parents,

Thank you for choosing Estrella Vista STEM Academy for your child's education. To ensure that your child is getting every minute of education that they deserve, we are asking for your cooperation in the below areas:

- 1) Please do not pick up your child(ren) from school prior to the dismissal times. **It is district policy that students are not picked up within the last 30 minutes of the school day.** The dismissal times are as follows:
 - Monday, Tuesday, Thursday, and Friday at 3:35 p.m.
 - Wednesdays at 1:15 p.m.
- 2) When you come to pick up your child for a scheduled appointment (if during the day is the only time you can arrange the appointment), please do not call the front office or your child's teacher to have the student pulled from class prior to you arriving in the front office.
- 3) Lastly, please ensure that when there is a change in schedule for transportation for your child that you write a note for the child's teacher with your signature and date on it or come into the office and inform the staff of the transportation change. Changes will not be accepted verbally over the phone.

Thank you for your cooperation in ensuring your child is safe and receives the maximal educational opportunity!

Dr. Richard K. Ramos
Principal

Amanda Hicks
Assistant Principal