

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

Portola Middle School

1021 Navellier Street

El Cerrito, CA 94806

(510) 524-0405

Matthew Burnham
Principal

Nancy Ivey
Vice-Principal

June 7, 2013

Dear Parents and Guardians:

The staff at Portola Middle School welcomes you to the 2013-2014 school year! We have great expectations for a productive school year. The entire staff is looking forward to working with students, parents, and community to ensure the successful achievement of all our students.

Our first day of school is Tuesday, August 20th. This will be a minimum day, ending at 1:25 pm.

REGISTRATION: Registration will take place at the Portola Campus on August 6th, August 7th, and August 8th (see schedule below). Parents and guardians will fill out forms, get necessary materials, textbooks and pick up class schedules. Students are encouraged, but not required, to come. Registration should take approximately 1 ½ hours. If you cannot come at the designated time, try to come at one of the other times. If you will be away on vacation, please contact the school office (524-0405) after August 12th between 8:30-3:30 to make arrangements to register at school. Our goal is to have all students registered and with textbooks before the first day of school.

PORTOLA 1021 Navellier St. El Cerrito, CA 510.524.0405	Tuesday, August 06, 2013	9:00am	7th grade (A - H)
		10:00am	7th grade (I - Q)
		11:00am	7th grade (R - Z)
	Wednesday, August 07, 2013	9:00am	8th grade (A - H)
		10:00am	8th grade (I - Q)
		11:00am	8th grade (R - Z)
	Thursday, August 08, 2013	9:00 - 12:00am	Make Up Day - All Grades

WHAT YOU SHOULD BRING:

Bag or Backpack for textbooks

\$22.00 For a Portola Physical Education Uniform (**optional**)

Portola Spirit items will also be sold by the PTSA

We accept CASH only for these transactions.

Student ID: All students will be issued a student ID and lanyard on the day of registration. Students are required to wear these at all times.

Updates regarding registration, school news, and PTSA fundraising activities over the summer, please visit the **Portola PTSA** web site at www.portolanews.org.

Sincerely,



Matthew Burnham
Principal