



# ISLAND TREES PUBLIC SCHOOLS

Penny E. Fisher, Ed.D.  
Principal

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Dear Sparke Families:

On Thursday, March 16, 2017, the Sparke School will present one of the year's highlights:

## **VERY IMPORTANT PERSON'S (V.I.P.) DAY!**

This is a day on which we honor those who are special to our students. A V.I.P. can be a grandparent, aunt, uncle, neighbor or friend, who would like to spend some time with his/her favorite student. Our guests will visit the students in the classrooms, and then guests will be entertained by the students in grade level teams. Refreshments for our guests will be provided by the I.T. Elementary PTA.

**Attached is an invitation for your child to give to his/her V.I.P. We ask that you return the R.S.V.P. slip by Wednesday, March 8, 2017. The V.I.P. must bring the invitation and I.D., and sign in on V.I.P. Day.**

**Because of space limitations, each student may invite only one special adult guest. We request that younger siblings not attend, and that middle school and high school students not miss classes to be special guests.**

**Only pre-registered visitors will be admitted. All visitors MUST be prepared to show I.D. Again, one V.I.P. per child.**

As an additional note, we ask that you alert visitors to our **parking rules**. Beginning at 9:05 a.m., guests may park in the parking lot between Sparke and Stokes, or they may park on Condor Road and the adjacent streets. **The parking lot must be cleared by 3:00 p.m.**

**Please note that this is a full day of classes for the students. PARENTS SHOULD NOT REQUEST THAT STUDENTS LEAVE EARLY WITH THEIR V.I.P.s. We also ask visitors not to interrupt instruction in other classrooms while they are in the building.**

Our children and teachers are now preparing for this special day. We are excited about the prospect of welcoming our V.I.P.s to our school, and we look forward to a most enjoyable day.

Sincerely,

Penny E. Fisher  
Principal