



Public Schools of Edison Township

# Woodbrook Elementary School

15 Robin Road  
Edison, New Jersey 08820

Nicole Cirillo, Principal  
Randy Narvaez-Ruiz, Assistant Principal  
Telephone #732-452-2901

Email: [nicole.cirillo@edison.k12.nj.us](mailto:nicole.cirillo@edison.k12.nj.us)  
Email: [randy.narvaez-ruiz@edison.k12.nj.us](mailto:randy.narvaez-ruiz@edison.k12.nj.us)  
Fax #732-452-2904

June 6, 2022

Dear Parents of Fifth Grade Students,

I am delighted to formally invite you to your child's Fifth Grade Promotion Ceremony, in the Woodbrook gym at 10 a.m. on Tuesday, June 14<sup>th</sup>.

Each child will receive two tickets on Tuesday, June 7. Please keep these tickets in a safe place. Due to seating limitations, no one will be admitted without a ticket.

## **ATTIRE**

Children should dress formally for the special occasion. Children may wear dresses or skirts with blouses, or dressy pants with a blouse, suits with bow ties or regular ties, or slacks with button down shirts.

## **PARKING**

Parents may park in the Stop and Drop lot **AFTER arrival at 9:30**. Parents may park in legal spots on Robin Road or neighboring streets at any time. Beginning at 9:30, parents may enter through the glass doors by the playground, and present their tickets to the staff member in order to enter the gym.

## **SEATING**

The following classes will be sitting on the WINDOW/EXTERIOR side of the gym:  
All even homerooms, Ms. Burkholz, Ms. Schlachter, Ms. Anwander

The following classes will be sitting on the WOODBROOK wall/INTERIOR side of the gym:  
All odd homerooms, Ms. Vallancourt, Ms. Rosato, Mrs. Mitchell & Mrs. Taxeras

## **TIMING**

Please be prepared to stay until 11:30 a.m.

## **SIGN OUT**

If you plan on taking your child out of school to celebrate the special occasion, you will remain in the gym and when your class returns, you will go directly to your child's teacher to sign them out for the remainder of the day. Please **complete this google form** if you plan on signing out your child (and younger child) after the ceremony.

If you would like to sign out a younger sibling to join your family celebration after our ceremony, you must sign out all children in the gym. We will have your 5<sup>th</sup> grade student bring their siblings directly to you in the gym.

As always, siblings are not permitted to this indoor school event. Please arrange for child care. Siblings who already attend Woodbrook in grades 1-4 will be brought down during a school day to watch a rehearsal in order to celebrate their older siblings' promotion, therefore, they will not attend the ceremony on June 14..

I look forward to seeing you at our Fifth Grade Promotion Ceremony at 10 a.m. on Tuesday, June 14<sup>th</sup>.

Sincerely,

*Mrs. Cirillo*