

PORT JEFFERSON SCHOOL DISTRICT
EDNA LOUISE SPEAR ELEMENTARY SCHOOL
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PORT JEFFERSON, NY 11777
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Jessica Schmettan
Superintendent of Schools

Amy Lavery
Building Principal

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PK-8 Assistant Principal

August 2021

Dear Edna Louise Spear Families,

We are honored and excited to welcome you and your families back to the Edna Louise Spear Elementary School for the 2021-2022 school year. We hope you had time to rest and enjoy the summer months. We cannot wait to have our hallways and classrooms bustling with our students again!

First Day: Thursday, September 2, 2021

<u>Grade(s)</u>	<u>School Begins</u>	<u>School Ends</u>
AM Pre-K	8:55 a.m.	11:40 a.m.
PM Pre-K	12:40 p.m.	3:25 p.m.
K-5	9:00 a.m.	3:35 p.m.

Our staff has been quite busy over the summer as we prepare for a new school year. Should you have any questions, our office staff is available for the remainder of the summer from 8 a.m. to 2 p.m. and would be happy to help you.

We would like to share some of the procedures in place in our school to ensure the safety of the students:

Health and well-being: We are committed to the health and safety of our students and staff. More specific information regarding district COVID procedures will be forthcoming. You are welcome to reach out with any questions.

Arrival and Dismissal: To start the year, arrival and dismissal will be the same as it was in June. Grades 4 and 5 students, along with their siblings, can be dropped off and picked up using the parking lot on Myrtle Avenue. Grades K-3 can be dropped off and picked up in the bus circle, using the placards sent home on the first day of school. Pre-K will arrive and be dismissed from the entrance by the security vestibule. Please place the placard in the passenger side window for quick identification. Parents of Pre-K students, please pull all the way forward in the circle. Students arriving after 9:05 a.m. should be escorted to the security vestibule by a parent.

If you plan on picking up your child from school early, you must come to the security vestibule and have your driver's license available. Your child will only be released to adults listed as their contacts, unless you provide written permission. All changes to regular dismissal plans must be accompanied by a note. Should a necessary change be made to your dismissal plans at the last minute, call the main office.

Food Services: At this time, school lunch is free to all students, not including snacks. Your child still needs a lunch account in *MySchoolBucks*. You may visit the school website and follow the "Departments" link to *Food*

Services. There you will find the information necessary to set up a lunch account for your child(ren). If your child sits at the tree nut/peanut free lunch table, please note that only nut-free, pre-packaged foods in their original wrapper may be eaten. Foods that are labeled as having been prepared in a facility that also processes nut products are not permitted at this table. For the safety of our students, strict adherence to this policy is required. We ask that Kindergarten students bring a lunch until October 1, allowing teachers to help students learn the procedures.

Bus Stops: For the first two weeks of school, the children should be at their bus stop at least ten minutes before the designated time. Kindergarten students should come to school with their name tags attached to their backpack. They will receive their name tags during their bus orientation on August 30, 2021. Please indicate your child's name, teacher's name, bus stop and bus letter on his/her tag. Parents/Guardians are required to be at the bus stop to pick up their child(ren). Please be aware that the bus driver will contact our District Transportation Office in the event of the absence of an adult and will return your child to school.

Below are some important dates for the month of September:

August 26, 12 p.m.	New Family Orientation (Virtual)
August 30, 9 a.m.	Kindergarten Bus Orientation
August 30, 1:00 p.m.	Pre-K Meet and Greet, A.M. session
August 30, 1:30 p.m.	Pre-K Meet and Greet, P.M. session
September 2	The First Day of School
September 6-8	No School
September 13, 6 p.m.	PTA meeting
September 21, 7 p.m.	K-2 Back-to-School Night
September 22, 7 p.m.	3-5 Back-to-School Night

We look forward to working closely with you to continue our tradition of excellence here in Port Jefferson. Together, we will continue our commitment to providing the best possible education for our students. We cannot wait for all that this year has in store for our school community. Get ready for fun, exciting opportunities, and lots of learning!

Sincerely,



Amy Laverty
Building Principal



Brian Walker
Assistant Principal