

explore!

Make Your Mark.

Summer 2018

Dear Parents and Guardians,

Hello and welcome to the start of a fantastic journey! We are very excited you have chosen to give your child an amazing experience and opportunity through Explore. This letter is intended to introduce the principals of Holland Elementary Explore program session I & II and to provide you with some details that will guide you to a successful first day of Explore and beyond.



I am **Gary Tew**, the current principal of Holland Elementary. I will be serving as your child's first session Explore principal from June 5th through June 29. I am looking forward to continuing and expanding on the great things that we have started as an IGNiTE school with Project Based Learning and one-to-one technology. This is going to be a great summer of learning in "Hawknation".



My name is **Joanna Clark** and I am looking forward to serving as principal at Holland Elementary for the second Explore session from July 5th through July 31st. I am finishing my 16th year of teaching with Springfield Public Schools. I taught at Fremont Elementary for 7 years and have been at David Harrison Elementary the last 9 years. I have a husband and one son, who will be a fifth grader in the fall. I am excited meet and interact with all of the students throughout the month of July.

School begins promptly at 8:50 a.m. and ends at 3:20 p.m. Breakfast and lunch are free to all students. Students are encouraged to bring their leftover supplies from this past school year to Explore. Supplies your child will need include: pencils, a notebook, crayons, a folder, glue and scissors.

Prime Time will be available for a fee both before and after school. To enroll, please call 417-862-8962. If your child requires medication to be taken during school hours, please contact our school nurse for the proper paperwork to be completed.

IMPORTANT NOTE:

Parents/guardians will be restricted from entering the building after the first two days of school or during dismissal. Those picking up students may wait in their vehicles in the vehicle line or on the front porch. Staff will do their best to expedite a smooth and quick dismissal that is safe and secure for all.

SEE ARRIVAL/DISMISSAL MAP BELOW

ARRIVAL PROCEDURES

1. Students may enter the building at 8:40 a.m. and report to the All Purpose Room. Before that time students and parents must wait outside of the building. Arrival before 8:40 a.m. is not allowed, as there is NO supervision of students before that time.
2. Breakfast begins at 8:50 a.m. All students arriving after 8:55 a.m. are to go directly to their classrooms. If students are planning to eat Breakfast, they need to arrive no later than 9:00 a.m. to ensure that they have ample time to eat prior to the morning bell.
3. Parents are to drop students off at the office area and let them go to class on their own. If it is necessary to walk a student to class, a parent must sign in at the office and get a VISITOR PASS. Parents are encouraged to make an appointment with a teacher rather than interrupt student interaction in the mornings.
4. Students who arrive after 8:50 a.m. are considered tardy and must be signed in at the office. Parents are not to walk their student to class after 8:50 a.m.

DISMISSAL PROCEDURES

1. Students will be dismissed in a staggered manner beginning at 3:15 p.m. Walkers and bike riders will be dismissed first, then vehicle riders after the bell at 3:20 p.m. Bus riders will wait in the All Purpose Room and be escorted to the pick-up area when the bus arrives.
2. Students riding home in vehicles will remain in their classrooms under teacher supervision and will be dismissed as follows:
 - **Students being picked up in the vehicle line:**
Parents will enter the parking lot through the marked entrance and remain in a single line. The hanging name tag provided by the school should be displayed on the rearview mirror. Students will be called from their classroom and escorted to their vehicle via the south parking lot door. Please drive slowly in the parking lot when entering and exiting.
 - **Students being picked up at the front door:**
Parents will enter the parking lot through the marked entrance and park in a designated parking space. Please wait outside the building on the front porch and a staff member will collect student name cards. Students will be escorted from their classroom and delivered to the front doors. Please drive slowly in the parking lot when entering and exiting.
3. Students attending Prime Time will be released to the Prime Time Director at the end of the day.

It's going to be a fantastic summer.

We look forward to meeting you in June & July for Explore Summer School! Until then, enjoy these last few months of the 2017-2018 school year!

Respectfully,

Gary Tew
Principal @ Holland Elementary
Explore Session I
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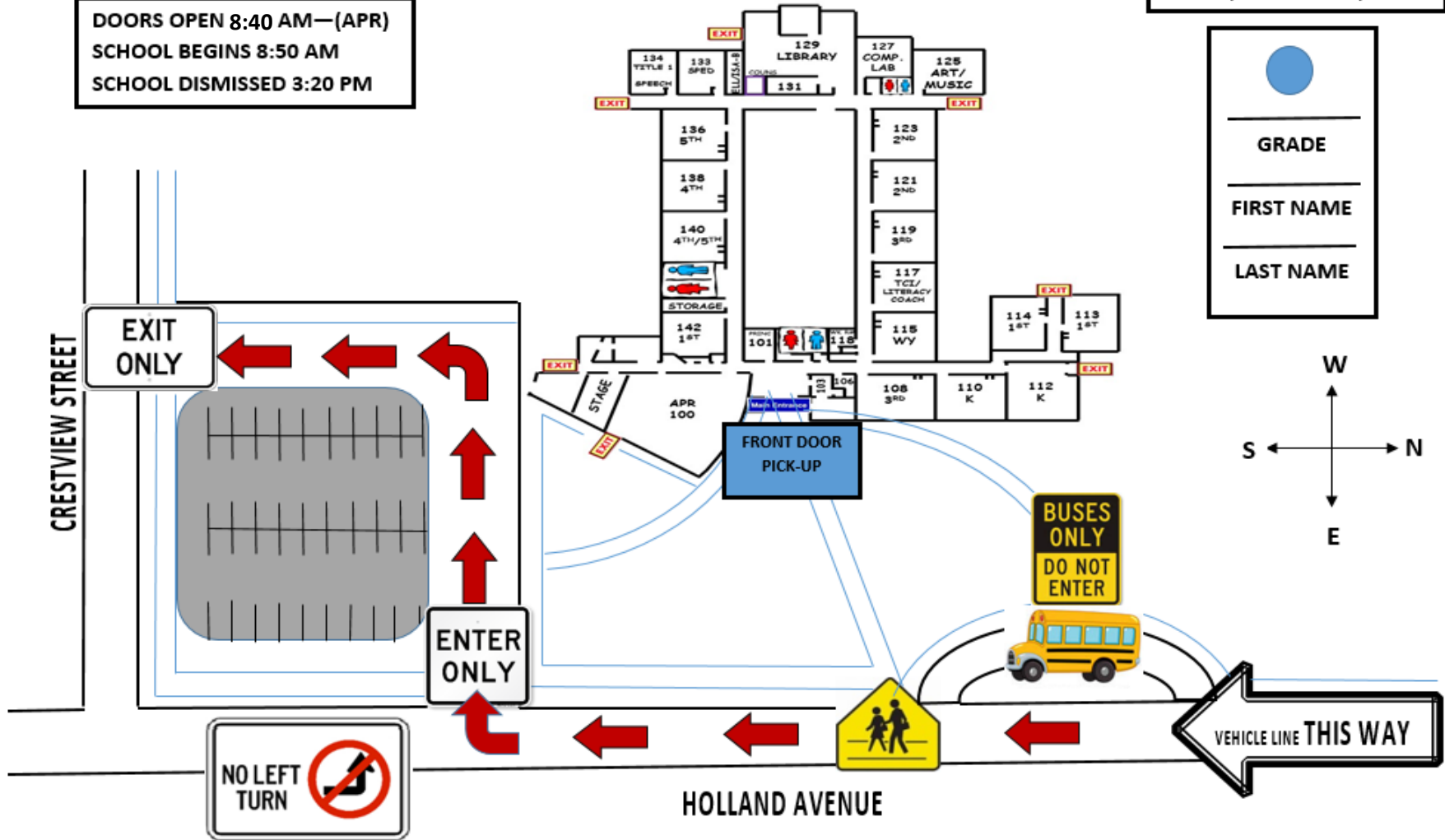
Joanna Clark
Principal @ Holland Elementary
Explore Session II
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HOLLAND ARRIVAL & DISMISSAL PROCEDURE

DOORS OPEN 8:40 AM—(APR)
 SCHOOL BEGINS 8:50 AM
 SCHOOL DISMISSED 3:20 PM

VEHICLE MIRROR TAG EXAMPLE
 (ONE PER FAMILY)

●
GRADE
FIRST NAME
LAST NAME



April 15, 2018