



Summer 2018 - Watkins Elementary  
Session 2: July 5-31  
Monday-Friday, 8:50 AM-3:20 PM

Dear Families,

Hello! Welcome to Explore! My name is Melanie Miller and I will be the Session 2 principal. This is my second year at Watkins and I am excited to be working with the Watkins community again. I am looking forward to an exciting and fun session. I have served as an educator for over twenty years in several capacities. I currently teach at Delaware Elementary. I am certified in both Elementary and Early Childhood Education. I have a Master's Degree in Administration as well. I have three children and several grandchildren. I enjoy spending time with family, running, and traveling. I am excited to be a part of your child's summer learning.

Below, you will find general information regarding the Explore summer program, as well as information specific to Watkins Elementary.

### **Enrollment and Course Information**

Session 2 is scheduled for July 5-July 29. To read about the courses offered for your child's grade level, or to register your child for Explore, please visit the following site: <https://www.sps.org/explore>. If you have questions about the enrollment process, please call 417-523-0011.

### **Attendance**

Daily attendance is extremely important during Explore. There are many activities and experiences to take part in, and we want to make sure your child doesn't miss out. Your efforts in making sure your child is at school every day is very much appreciated! If your child is going to be absent for any reason, please let the office know at 417-523-5000.

### **Behavior**

Demonstrating good behavior is also an expectation during Explore. Student misbehaviors will be addressed in a proactive manner using principles of positive behavior interventions. Explore Coordinators will review instances with students having repeated inappropriate behaviors. At the Explore Coordinators' discretion, students with repeated inappropriate behavior may be dropped from the program.

### **Nurse/Medication at School**

A nurse will be on staff at Watkins Elementary for the Explore sessions. If your child has any medical conditions or needs to take medicine at school, please share this information with the Explore nurse and your child's teacher. If your child requires medication to be taken during school hours, please contact the school nurse for the proper paperwork to be completed.

**School Supplies**

Students are encouraged to bring their leftover supplies from this past school year to Explore. Supplies your child may need include: pencils, a notebook, crayons, a folder, glue and scissors.

**Breakfast and Lunch**

Breakfast and lunch are free to all students in the Explore summer program. Breakfast will be available to students in his/her classroom from 8:35-8:50 AM. Lunch will be served during your child's lunch period, which varies by class. Your child may also bring his or her own lunch to eat during this time.

**Transportation, Arrival, and Dismissal**

It is important that your child has a regular, consistent method of transportation to and from Explore each day. Bus transportation will be provided for eligible students. If you have questions about bus transportation, please call 417-523-0500.

School begins at 8:50 AM. Students can arrive as early as 8:35 AM. Students will report to the gym each morning and will be supervised there until released to go to their classrooms. On the first day, please feel free to walk your student(s) to their classroom(s) and meet the teacher. Make sure to let your child's teacher know how he/she will get home each day. If you are unable to walk your child to class or talk to the teacher, please write a note informing the teacher of how your child will get home.

We will dismiss each day at 3:20 PM. Your child should know if he/she is going to be riding the bus, walking, or being a car rider each day. If you need to change your child's normal method of transportation, a written note or phone call to the Watkins office is needed by 2:30 PM. The phone number is 417-523-5000. If the school does not receive this communication, your child will be sent home by his/her normal transportation method.

I look forward to seeing familiar faces and meeting new friends during second session. I'm honored and blessed to be part of the Watkins learning community again. If you have any questions, feel free to contact me. See you in July.

Sincerely,

*Melanie Miller*

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Watkins Elementary  
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