



August 27, 2021

Dear Port Colden Families,

I am very honored and excited to introduce myself as the new principal of Port Colden School and to join this amazing school community. I come to you with over twenty years in the field of education, and I remain as passionate about the prospect of teaching children and watching them flourish as I ever have. I look forward to eventually meeting all of you as we navigate this year together, with one goal in mind: the success of the students. As you know, the first day of school for the 2021-2022 school year is Wednesday, September 1st. As we prepare to begin the school year, the following is important information to help facilitate a smooth start.

Daily Reminders

- Student Daily Healthy Screenings – Accessed through OnCourse Connect are required for all students. *Families of student(s) without a completed Daily Health Screening will be contacted and may be required to pick up their child(ren).*
- Face masks are always required in the school building and on the bus.
- Please do not send your child into school sick. If you have any questions, contact the school nurse.

Student Arrival

- Student arrival is between 8:45am through 9:00am. The late bell rings at 9:05am.
- Students will report directly to homeroom and receive a free breakfast, if they so desire.
- Parent drop off
 - Use the upper parking lot for drop off. Students and parents must remain in their cars, as they drive around the lot with the flow of traffic. Safety is a priority. Please ensure your child remains in the car, until directed by a staff member to exit the car.
 - Please do not arrive before 8:45am, as there is no student supervision.
 - Late arrivals should be dropped off at the front entrance of the building.
- Reminder - On time arrival is crucial for a good start to the school day. Please do your best to arrive on time daily!

Student Dismissal

- Student dismissal is between 3:30pm through 3:40pm / Early Dismissal is between 1:05pm – 1:15pm
- Parent pickup
 - Safety is a priority. Staff will release students to a set of cars, as they are lined up in the upper parking lot. Please do not call your child to the car, unless directed by a staff member.
 - We have found it helpful to have a small sign with your child's name for staff to view through windows, as cars are lining up for pickup.
 - Reminder – Your prompt arrival is requested.

The safety and security of our students and staff is very important. Please follow dismissal procedures and keep in mind, disruptions in the process will cause delays.

Before & After Care Program

- The district has a before and after care program available for students. The before care program is housed at Brass Castle School from 7:00am – 8:45am. The aftercare program is housed at Port Colden School from 3:45pm – 6:00pm. Brass Castle students participating in the aftercare program will be transported to Port Colden School. For more information regarding rates, registration, and more, please visit <https://www.washtwpsd.org/before-after-school-care/>. We encourage all families to register with the aftercare program, in case of childcare emergencies.

Please be sure to return the goldenrod dismissal form with your child on the first day of school, which was included in your summer letter. We are very much looking forward to a great start to the school year. Thank you, as always, for your continued support. Have an excellent weekend!

Sincerely,

Jessica K. McDonagh

Principal, Port Colden School