



## 2022 Summer School Parent Letter

The weather is getting warmer, and we are working hard on the final touches to our summer programming! Classes have been loaded in Infinite Campus, so you should be able to view your child's enrollment. Please print off a copy of their schedule and have them bring it on the first day of summer school. If you have any questions regarding what you see (or can't see), please contact Amanda Blaedow at [amanda.blaedow@nbexcellence.org](mailto:amanda.blaedow@nbexcellence.org) / (262) 789-6242.

Below are some essential details for our families to be aware of before starting our summer school program.

### General information

- The first day of summer school is June 20. Our last day of summer school will be July 21.
- Summer school is at Ronald Reagan Elementary School –  
4225 S. Calhoun Road New Berlin, WI
- Summer school hours are from 8:30-11:30
- There will be no classes on Monday, July 4.
- Students will meet their first-period teacher in the following locations: gym (students K-1), the cafeteria (students 2-3), and library (students 4-5). Please make sure they know their first-period class. Teachers will help them find their second and third-period classes as needed.

### Morning drop off for families not participating in the home school bussing

- Drop-off supervision begins at 8:15 am.
- The entrance to Ronald Reagan will be from National Ave. THE ENTRANCE ON CALHOUN WILL BE CLOSED TO FAMILIES UNTIL CLASSES BEGIN AFTER 8:30. We will be using this entrance for BUSES ONLY. This will keep traffic moving in one direction.
  - We will need cars to follow the drop-off path that will be marked with cones. This path will lead to the back of the school to a designated drop-off/pick-up zone. There we will have staff members to help bring the students into the school for the beginning of the day.
  - If your child requires alternate drop-off procedures, there will be a path to the front parking lot....you will want to be in the right-hand lane when entering the school drop off lanes.
    - The parent drop-off lane will close shortly after 8:30.
    - If you arrive after 8:30, please park and walk your child into the office and sign him/her in.



### **Pick up for families not participating in home school bussing**

- The parent pick-up line will follow the same path as the drop-off line. It will be essential to create two lanes to not have traffic backing up to National Ave.
- THE ENTRANCE ON CALHOUN WILL BE CLOSED TO FAMILIES. We will be using this entrance for BUSES ONLY. Please enter on National Ave so we can keep our cars traveling in one direction.
- If you signed up to pick up, one of your children will be bringing home a brightly colored sign with a number on it. Please display this sign in the front windshield of your car so that we can have an orderly pick-up time.
  - We will mail signs to private school families.
  - Please be patient with our pick-up process for summer school. Most importantly, we want to make sure our students get home safely each day.
  - If you need to pick up before the end of the day (at 11:30), please park in a designated space in the front lot and come into the office to sign your child out.

### **Drop off and pick up for families who chose the bussing option.**

- This year we will be using buses to bring in students from our other elementary schools. This will cut down on the drop-off and pick-up traffic for our families.
- Buses will arrive at our elementary schools by 8:00 each morning. We will have bus supervisors assigned to ensure that our students can safely load and unload at the beginning and end of the day. Supervision will start at 7:50am in the morning, please do not drop your child off before this time. Supervision will end at 11:50 provided the buses arrive at 11:40 as planned.
  - In the morning, buses will load between 8:00 and 8:10. The buses will leave at 8:10. If you arrive after that time and the bus has departed, please drive your children to Ronald Reagan Elementary and drop them off. You will likely need to park and walk your children into the office at Ronald Reagan so they can be signed in.
  - We expect that buses will arrive at the home schools by 11:40. Please plan to be there by 11:35 so that you are ready when students come. There may be some delays during our first couple of days as students get used to the new procedures.
  - We will have our students from ELMWOOD, POPLAR CREEK, and ORCHARD LANE load the buses to return to their home school at dismissal time. These school buildings will NOT be open during these times.
  - We are asking that parents please exit their cars and walk up to retrieve their children. We do not want students walking into the parking lots without an adult.
  - If there is a miscommunication during pick up and a child is not picked up at the home school, we will bus that child back to Ronald Reagan for pick up in the office.



### **Absences**

- We will take daily attendance.
- Our summer secretary, Janella Burki will be monitoring our attendance. Please call the Ronald Reagan school office at (262) 789-6550 and leave a message with your child's name and the date of the absence. We do not need those calls before the first day, but you can email [janella.burki@nbexcellence.org](mailto:janella.burki@nbexcellence.org) with any known absences. She will be saving the emails in a folder so you can email them at any time. This communication is critical. If your child is marked absent and does not have communication from the home, we will need to call to make sure your child is safe.

### **What to bring**

- Supplies for summer school classes will be in the rooms.
- Please bring school-supplied devices as some classes will use them for summer programming. If you do not have a school-issued device, we will have extra please do not bring personal devices.
- Your child should bring a water bottle and can bring a nut-free snack if they choose.
- Please do not bring soda, candy, or toys.
- Some of our classes may have some additional supply needs from home. The teachers will communicate those needs.

### **Wrap care for the afternoon**

- If your child participates in the YMCA Wrap Around Care, we will make sure they get to where they need to be at the end of summer school. Our staff will work closely with the Wrap around care staff to ensure they get there safely.

We look forward to seeing you all this summer!

Thank you,  
Brady Reinke