



August 2, 2020

Dear Parents

Welcome back to another great year of learning and success for your child! **Thank you for sending your student to Manzo Elementary.** We are very excited to start a new school year on **Thursday, August 4th** and we look forward to working with you on the common goal of getting your student to achieve academic and personal excellence. While this year is going to be a lot different, with online instruction, we will not let it deter us from effective instruction.

We have great teachers at Manzo that will offer your child an important education to help him/her to become a successful student. Learning is the most important thing we can offer our students and we can only do this with your help by sending them to school **every day and on time.** If students come in late or are absent, they have to work harder to catch up.

**On-Line Students:** All students will be given a specific schedule that follows a typical school day that will involve synchronous instruction/learning and asynchronous learning where your student is working off line. Your student's teacher will share this grade specific schedule with you.

**Live Students should not arrive before 8:00 am** on the playground as we have no monitor coverage until that time. Parents, if you are picking your child up, please use the parent pick up areas on the north (Kinder -3<sup>rd</sup> grade) and south (4<sup>th</sup> -5<sup>th</sup> grade) sides of the school. Do not park on the northeast bus bay as we need to keep this area clear for school buses coming in to pick up Exceptional Ed students. **Breakfast** is served from 8:00 am until 8:25, no later please

Parents, if you plan on having someone else pick your child up for any reason before school ends each day, please fill out the attached form giving permission to have your child picked up at any time/day all year. If this changes and you do not want your child picked up by this person, please notify us immediately as we will continue to allow this child to leave with this person otherwise. We will keep these forms on file for the entire school year. If you have someone new to add to this list, you must come into the Manzo office and add it to the list or send a signed letter.

Please call us if your child will be absent or late at 225-1900. Keep us informed of any telephone changes and providing us with your email address. There may be an emergency where we need to be able to contact you right away. Again, parents, with your help, we will have a successful school year at Manzo Elementary. Thank you for allowing your child to be a part of our school!

Manzo Elementary