



James Simpson <simpsonj@penntrafford.org>

Parent Email Aug 25

5 messages

PENN MIDDLE SCHOOL <email@blackboard.com>

Tue, Aug 25, 2020 at 7:14 PM

Reply-To: email@blackboard.com

To: simpsonj@penntrafford.org



Penn-Trafford School District

Our Mission: "Effective, Efficient, Quality Education"

Hello parents and guardians of Penn Middle School Students,

Our opening is two days away (August 27th) and my entire staff is ready to have our students back in the building. I am excited to get the year underway and I hope James is also.

Bussing - As students enter the bus, they should go to the furthest seat possible and sit one student in each seat. In the past, elementary and middle school buses followed an "older students in the back" rule. This will not be in effect this year. Basically, the first student on should be the last out and last on is first out. If the bus does get cramped, some seats will require two to a seat, therefore students should sit with siblings in this case.

First Day "Musts" - Students must know their bus number and pick-up location. Parents should have received an information card from first student. If you did not, please call 724-863-1185 for this information. All buses drop-off students at the back of the building, so after exiting their bus, students should go to their homerooms. This is period 9 on their schedules. At the end of the day, our busses pick-up students in the front, cafe side, and back of the building; so students must know where their bus will be for pick-up. Using the [bus dismissal map](#), find James's bus dismissal location and make sure he/she knows where it is. James will need to get there by him/herself every day.

Attendance/Early Dismissals - We are asking parents to submit all absence excuses and early dismissal request via email this year. If James misses school, please send your **excuse** to his/her homeroom teacher's email address. The homeroom teacher is the Period 9 teacher on his/her schedule. All teacher emails are in the form of lastnameinitial@penntrafford.org, for example, mine is simpsonj@penntrafford.org. All **early dismissals** should be sent to Mrs. Beck through our new office account (pmsnotes@penntrafford.org) by 8am each day. Once she receives the early dismissal request, she will include this on our bulletin for the teachers to be informed of the early dismissal and send the student to the office.

Parent Drop-off and Pick-up - The morning and afternoon parent pick-up and drop off has **changed**. Parents will now enter the campus at the 2nd McCullough Elementary entrance, drive around McCullough by the boundless playground, turning right at the intersection by the auditorium and dropping off on the sidewalk by McCullough. Our security guard and teachers will be directing traffic everyday, please listen to their directions for dropping off and picking-up in the "coned" section. Please see the [parent traffic pattern map](#) for a visual representation.

Penn Middle Website - Please make sure you are checking the [Penn Middle Website](#) often as we update it almost every day. This week, the district COVID-19 Screening, PMS Safety Procedures Presentation, and the Parent Drop-off & Pick-up directions were all added. All parents should have already completed the [Emergency Medical Information on Family ID](#) and the [Chromebook registration](#). If you have not done this, please complete it today.

Digital Learner Update - If you chose digital learning for James, you should have received an email from me Monday detailing the overall process. If you didn't get this email, please email me ASAP. Teachers will be sending emails to their digital students Wednesday. This email will explain each teacher's individual digital learning process. I will be sending an email later this week about textbook pick-up for parents/guardians of digital learners.

With the current state of the world, we wanted to reach out to families that may be in need. Situations may not be what they were a year ago. If any family is in need of assistance -- clothing, school supplies, food, or any other challenge -- please reach out to Mrs. Wentroble at wentroblel@penntrafford.org or 724-744-7877. We have many supplies on hand and access to outside resources/services that can help.

PHEPLE Save-a-Day - The Save-a-Day Program will be offered again this year. Please see the attached [summer letter from PHEPLE](#) regarding the Teen Savers Club. The Save-a-Day dates for this school year are:

Thursday, October 8	Thursday, January 14
Thursday, November 12	Thursday, February 11
Thursday, December 10	Thursday, March 11
	Thursday, April 8

Schedule and Locker Changes - It is possible that your child's schedule has been changed to create classes that are balanced as much as possible. The schedule James receives in homeroom on Thursday is his/her schedule.

Raptor Update - We updated our Raptor System this summer and all parent data was erased. Parents must show a photo ID when picking up their children - Drivers License, Military ID, or Passport are acceptable forms.

I appreciate your patience with us as we prepare for our students to return. Please email or call me with any questions.

I am so excited to have students back in the building with us.

Jim Simpson
Principal
simpsonj@penntrafford.org
724-744-4431

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