

**June 10, 2016**

**Dear Parents,**

**This letter is to inform you of a couple of changes for our Preschool Classes for the upcoming 2016-17 school year. Our preschool has moved to the Kindergarten building and classes will be held in the Kindergarten Wing at the end of the Elementary Building. ALL parents will park in the parking area off of East Clinton Street, and walk their child into the building, to the classroom and sign him/her in. DO NOT park in the bus lane for any reason.**

**Our drop off times will be 7:45-8:00 am for morning classes and 11:45-12:00 for pm classes. Please use the crosswalk provided from the parking area to the front door of the Kindergarten building. Pick up times will be 10:50-11:00 am for morning classes and 2:50-3:00 for pm classes.**

**Open House will be Tuesday, August 9<sup>th</sup> 2016 from 5-7 pm. This will be a come and go event district wide. There will be a short Parent Meeting for Preschool Parents at 5:00 in the Multi-purpose Room of the Kindergarten wing to answer any questions.**

**All paperwork that needs to be turned in can be done at Open House, but must be on file in order for your child to begin classes on Thursday, August 11, 2016.**

**We are looking forward to a great year!**

**Lessli Pruett, Preschool Director  
Ashley Floyd, Preschool Teacher  
Sarena Smith, Preschool Teacher**

### **Daily Preschool Schedule**

**7:45-8:00 AM Students arrive at Preschool (Drop off time)  
8:00-10:50 AM Class time (Class begins promptly at 8:00 am)  
10:50-11:00 Pick up Time**

**11:00-11:45 Preschool Staff Lunch/Plan Time**

**11:45-12:00 PM Students arrive at Preschool (Drop off time)  
12:00-2:50 PM Class time (Class begins promptly at 12:00 pm)  
2:50-3:00 Pick up Time**

**3:00-3:15 Staff Plan time**