

**2019 EXTENDED SCHOOL YEAR (ESY) – MILLTOWN SCHOOL**

**Parent Fact Sheet**

Dear Parents,

We are looking forward to another successful extended year program. Enclosed is information to assist you as you plan for the summer.

**LOCATION:** Milltown Primary School  
**DATES:** July 8 – August 8, 2019  
**DAYS:** Monday – Thursday  
**HOURS:** Autism Programs / LLD K-4 9:00am – 1:15pm  
Preschool 9:00am – 11:00am or 11:15am – 1:15pm  
Academics K-4 9:00am – 11:00am or 11:15am – 1:15pm  
Social Skills K-4 11:15am – 1:15pm

**TRANSPORTATION**

Transportation is provided for ESY. If you have chosen to avail yourself of the transportation services during ESY, you will be contacted by the district's transportation department regarding your child's times of bus pick up and drop off. If you are picking up or dropping off your child, please proceed to the front entrance of Milltown. Parents dropping off or picking up students will not be reporting directly to the classroom. Teachers, instructional assistants and volunteers will meet students at the door to facilitate the movement of students to and from classrooms so we can minimize interruptions to instructional sessions. If your child is scheduled to attend a camp or daycare please complete and return form 3710-R (attached to email). **This form should be submitted no later than Friday, June 7, 2019 to [sfilep@brrsd.org](mailto:sfilep@brrsd.org) or faxed to Shana at Adamsville School 908-725-0610.**

**ATTENDANCE**

Staff will be detailing student attendance. If your child will be absent from the program please contact the Milltown ESY office at 908-927-9510 x1139 to report this information to staff.

**MEDICAL**

It is extremely important that the electronic Emergency Medical form be submitted prior to the first day of the program. Any student without a completed emergency medical form will not be permitted to attend the program until the form has been submitted online or been received by a member of the ESY staff. Please submit the form online using the provided link in the Session Assignment email by **Friday, June 7, 2019**. Please email Shana at [sfilep@brrsd.org](mailto:sfilep@brrsd.org) if you would like to receive a paper copy for submission.

**FOOD**

The ESY program will NOT provide food. Students attending **4** hours of programming should bring a packed snack or lunch each day.

**STAFF**

The Department for Special Services staff will be on site each day to assist you with questions or concerns. Should you have any questions or concerns prior to the start of the program and wish to speak with an administrator, you may contact us at (908) 526-6440 (Adams) or (908) 231-8660 (BRRHS) using the following extensions:

- Nicole DiTota, Supervisor of Special Education – Grades PreK- 6 & ESY, extension 1006 at Adamsville
- Kristen Taylor, Supervisor of Special Education - Grades 7-12 & OOD, extension 2252 at BRRHS

We hope this information will help you plan for your child's summer. We are looking forward to an exciting summer program.

Sincerely,  
Kristen Taylor  
Supervisor of Special Education