

Ralph E. Waite Elementary School

August 2025 Parent Newsletter

Welcome Back to School!

Dear Waite Families:

I hope everyone has enjoyed a fun and relaxing summer with family and friends! I look forward to talking with your children about all of their summer adventures when they return to school tomorrow.

We are so excited to welcome our students back to school for the 2025-2026 school year! We look forward to an exciting year of learning, fun and friends!

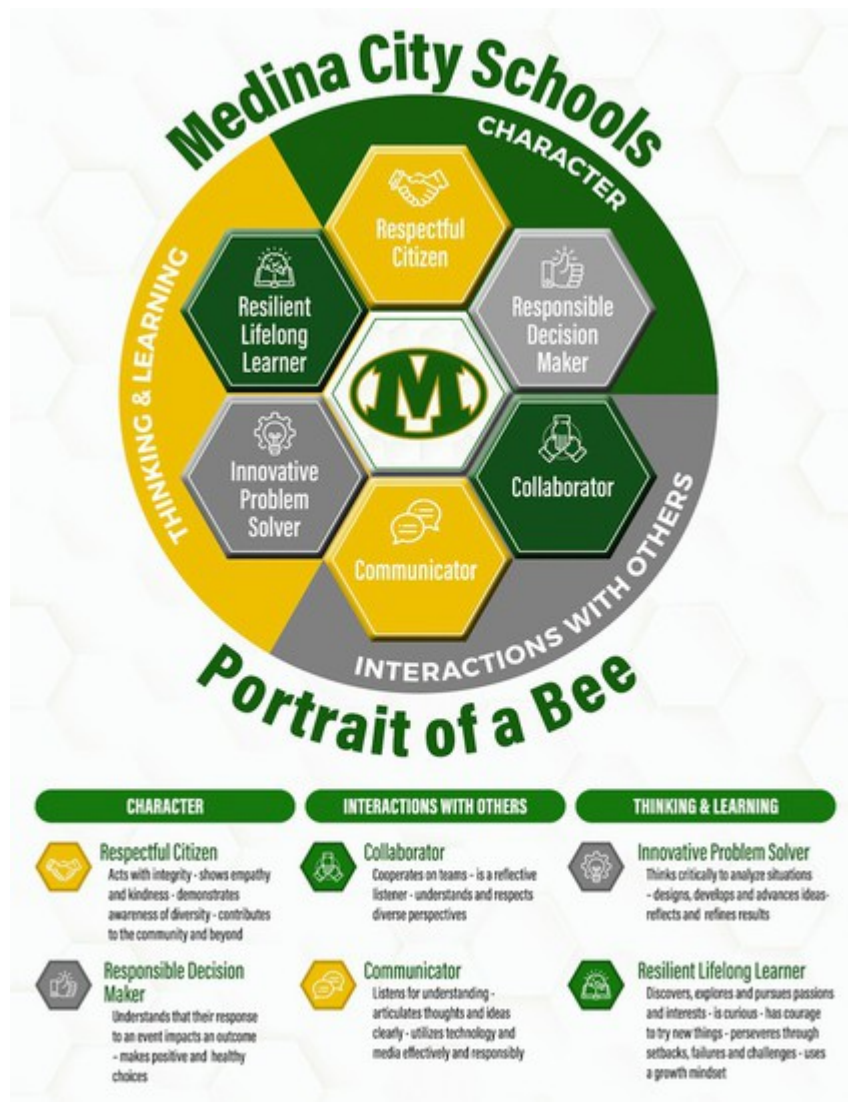
At Waite, we are committed to growing enthusiastic readers and writers, as well as critical thinkers and problem solvers. We believe deeper learning occurs through purposeful integration of rigorous academic content with skills, mindsets and experiences that cultivate our Portrait of a Bee competencies.

Our staff is committed to helping our students develop a positive growth mindset and recognize that their unique gifts and talents can and will make positive contributions to the world around them.

I look forward to a great school year! If you have any questions, please feel free to contact me at mattiem@medinabees.org or 330-636-4500.

Mr. Mattie
Principal

Waite School Website



Mark Your Calendar: Important Upcoming Dates

Medina City Schools 2025-2026 Calendar

Revised on 8/19/25 - Board of Education Approval

2025-2026 Elementary Teacher Work Days

No school for K-5 students only on the following dates (grades 6-12 still in session):

Friday, September 26
 Monday, November 10
 Monday, February 23
 Friday, May 22

Who is my Child's Teacher?

Sent to Parents on Thursday, August 14

Class Assignments: Class assignments have been finalized and teachers sent an "official" welcome email to families on Thursday, August 14. If you have not completed Final Forms, then

this is the reason you may not have received a welcome email from your child's teacher.

If *Final Forms* are not updated, families will receive their child's class placement tonight at *Meet the Teacher Night* (Thursday, August 18). Chromebook stations will be available that evening for families who still need to complete *Final Forms*. **Please pay all school fees (see further down in the newsletter) ASAP.**

Note: Chromebook insurance opt out is included in *Final Forms*. This must be completed by **September 15** if you **do NOT** want the insurance.

[CLICK Here for Final Forms Link.](#)

Meet the Teacher is Tonight!

Monday, August 18

Meet the Teacher Night: Monday, August 18

5:30-6:15: Last Names A-L

6:15-7:00: Last Names M-Z

Medication Drop-Off: Monday, August 18 (5:30-7:00) during *Meet the Teacher*.

The Medina City Schools Foundation will be present at *Meet the Teacher* on Tuesday evening. Be sure to stop by their table to say hello. Kids First Medina will also be in attendance. Also, the Waite Cafeteria Manager, Mrs. Lally, will be in the kitchen and available to speak with any parents who have questions regarding lunch or allergy concerns.

First Day of School

Tuesday, August 19

8/19: First Day for Students Grades 1-5

8/19 and 8/20: Staggered Start for K Kindergarten Students ***Last Names A-L***

8/21 and 8/22: Staggered Start Kindergarten Students ***Last Names M-Z***

8/25: All Students Attend

Photo Opportunity!

To celebrate the start of the new school year, below are First Day of School images you can use for photos of your student's first day of school

Waite Back to School Photo Signs

Community Spirit Night

Friday, September 12

Community Spirit Night and Kindergarten Parade!

Community Spirit Night is on ***Friday, September 12, 2025, from 5:30 PM to 7:00 PM*** at Medina High School in the lower lot adjacent to Ken Dukes Stadium. Watch for further information regarding the *Kindergarten Parade*. We look forward to welcoming our newest bees - the class of 2038!

More information below - click on the button.

Community Spirit Night Information

School Supply List

2025-2026 School Supply List

School Procedures

Student Arrival: (8:45 am, 8:55 tardy bell)

Students will arrive to school (bus, carline, walkers) by 8:45AM (arrival bell). They will be in their classrooms no later than 8:55AM (tardy bell).

Staff will be present at all locations and in the halls to welcome our students and help them navigate to their classroom.

Morning Arrival: Bus Riders

Bus Riders

- Buses will arrive in the main entrance loop.
- Buses will stagger dismissal into the building.
 - **Grades K-4 will enter the main entrance doors and:**
 - **Grade K will proceed left** to K hall classroom
 - **Grades 1-2 will proceed straight** through cafeteria to classroom
 - **Grades 3-4 will proceed right** down main hall to classroom
 - **Grade 5 will enter the main entrance and proceed right** to 5th grade hall locker

Morning Arrival: Walkers/Car Riders

- Walkers will use the walking path only and remain at the end of the walking path until 8:45 a.m. At that time, Safety Patrol will signal for the students to cross, then enter the side

entrance of the building.

- Car riders will use the carline and will enter through the side entrance of the building.
- Students are permitted to exit cars at the side entrance beginning at **8:45 a.m.** when staff arrive and signal to exit the car. **Students are not to be dropped off prior to 8:45 a.m. since there is no adult supervision until that time.**
- Upon exiting cars and entering the side entrance:
 - **Grade K will sit on the floor** inside the carline doors and they will be escorted to their classroom.
 - **Grades 1-4 will turn right** and proceed to their classroom.
 - **Grade 5 will turn left**, stay on the right side of the hall, and proceed to their classroom.
- Please pull all the way forward to the yellow cone (by the flagpole), and the entire curb-line of cars will exit at once. Once all curb-line cars are unloaded, follow the car in front of you in a line to exit. **Please do not pull out of line. It is a serious safety concern.**
- Students must exit only on the curb-side. Parents - **please stay in your car.**
- Please be sure your child is ready to exit the car as you enter the drop-off line.
- If you are dropping off your child after 8:55 a.m. or picking up your child early, you will need to park in the front lot, enter the main entrance vestibule, and sign your child in. Students will be buzzed in by the office staff.

Afternoon Dismissal: General

- Please have an established plan in the morning with your child for dismissal.
- If there is an emergency where your child's dismissal plan needs to change at the last minute, please call the Waite office BEFORE 3:00 p.m. to ensure your child receives the necessary information.
- Staggered classroom dismissal will take place between 3:20 - 3:23 p.m.
- Walkers and car riders will exit through the side entrance. Bus riders will exit through the front/main entrance.

Afternoon Dismissal: Carline Procedures

- As you enter the carline to wait for student dismissal, **PLEASE DO NOT PARK BY THE DOOR. PLEASE PULL ALL THE WAY FORWARD TO THE FLAGPOLE.**
- Safety Patrol/Staff will escort walkers to the walking path.
- Staff will direct car riders to the car pick-up area on the sidewalk.
- Students will sit inside the building in the hallway with their class and will be called when parents arrive in the carline. Staff use radios to communicate when a parent arrives in the carline for pick-up.
- Pull to the front of the line for your child to come to the vehicle. Once the car has safely stopped, your child will walk to the front of the line to enter your vehicle.
- Again, cars will continually be moved ahead (toward the flagpole) while you are waiting for your child.
- Once your child is in the car, you may pull around to exit (P.M. Dismissal ONLY) **only once you have passed the crosswalk.**
- Please have your last name written on a large paper and visibly displayed in the front window/dash of the vehicle. **This is important to keep the line moving efficiently.**
- Parents - **please stay in your car.**
- When exiting the lot, please yield to the buses. Thank you!

In order to provide optimal safety during dismissal, parents are not permitted to park in the side or front lot and walk their children to their cars. All children must be picked up in the car line.

Student Sign-In

If a student is returning to school from an appointment or arriving late to the building:

- The parent and student will enter the vestibule together.
- The parent signs the student in on the attendance log which will be located in the office vestibule.
- After signing the student in, ring the buzzer & the office staff will unlock the door for the student to enter the office.

Student Sign-Out

If a student needs to leave school early:

- The parent will enter and remain in the office vestibule.
- The parent will speak through the intercom to provide the name of the student they are picking up. The parent/guardian will be required to show ID or the last four digits of their cell number for verification and safety purposes.
- The office staff will call the student down to the office.
- The parent will sign the student out on the attendance log.
- The parent waits in the vestibule for their student.

Absence Procedure

If your child is going to be absent, **please call the attendance line at 330-636-4504 before 9:00 am.**

End of Day Dismissal Plans

Please make every effort to have an established end of the day dismissal plan with your child. In the event of an emergency where dismissal plans have changed, **please call the office prior to 3:00** to notify your child.

School Fees

2025-2026 School Fees:

- Grades K, 1, 2: \$32.80
- Grade 3: \$36.00
- Grades 4-5: 43.00

School Fees are due Sept. 15: PLEASE CLICK [HERE](#) FOR PAYMENT OPTIONS

Grades 2-5 Chromebook insurance is a \$30 fee. Parent can opt out through Final Forms by Sept. 15.

School Breakfast and Lunch

We are excited to now offer an online free and reduced-price meal application through PaySchools Central for families that believe they may qualify.

[PaySchools Central](#) has provided How-To-Guides to [set up your account](#) and to complete an [online](#) free and reduced meal application. If you choose not to use the online application you can fill out the [paper](#) free and reduced meal application and return to the Food Service & Child Nutrition Department located at the Board of Education Office, 739 Weymouth Road.

The form can also be obtained and returned (completed) to any school office. You will be notified by email of your child's status. Until notification is received, you must provide your child with breakfast/lunch or money in their student accounts.

School Meal Prices: 2025-2026

Breakfast \$2.75

Lunch \$3.50

Milk \$0.50

Payment of school meals can be made by cash or check at each individual school. For your convenience you may also pay online by ACH Check or Credit Card through PaySchools Central. You will be charged a small fee if you use PaySchools Central. Note: You cannot combine lunch payment with payment of school fees.

Waite Breakfast and Lunch Menus

*Note: Meals will be added to this calendar soon.

PaySchools Central User Guide

Instructions for Creating an Account

PaySchools Central

Sign up for online payment of lunch and school fees.

MCS Transportation Handbook

Weekender Bags

Waite Elementary School is excited to participate in the 2025-2026 Weekenders program! The Weekenders for Children program is made possible through a partnership with Feeding Medina County. The purpose of this program is to support elementary children who qualify by providing a bag of food to eat over the weekend. Weekender Bags will be given to your child to take home every week during the school year, except during breaks.

If you are interested in your child/children participating in the Weekenders program, please fill out [this form](#) as soon as possible. Please call the office with any questions. Thank you!

Volunteer Information

If you are interested in being an approved volunteer, please click [HERE](#) to complete the volunteer application process. All volunteers must have a background check on file and be approved by the Medina City Schools Board of Education.

Have a Great Start to the School Year!



RALPH E. WAITE ELEMENTARY SCHOOL

Please do not hesitate to reach out with any questions.

Email: mattiem@medinabees.org

Website: medinabees.org

Location: [4765 Cobblestone Drive, Medina, OH, USA](#)

Phone: [330-636-4500](tel:330-636-4500)



Matthew Mattie

Matthew is using Smore to create beautiful newsletters

SCHOOL BUS