**School District of Holmen**
Elementary Summer School Program
Viking Elementary School
500 E. Wall Street
608.526.3316 (AM Hours July 6th – 23rd)

**Kimberly Edwards**,Executive Director of Instructional Services &
Elementary Summer School Principal
edwkim@holmen.k12.wi.us
608-526-1311

June 2, 2026

Dear Families of 2026 Elementary Summer School Students,

Summer School is quickly approaching and we are looking forward to reconnecting with your children! To help the students come prepared, please review all of the information in this letter carefully. Thank you for your interest, help, and support!

As a reminder, the summer school dates are July 6th through 23rd, 2026 (Mon. through Fri. for the first 2 weeks, and Mon. through Thurs. the last week). Students may arrive at Viking Elementary (400 E. Wall Street) between 7:55 a.m. and 8:25 a.m. when supervision is available. Breakfast will be served before classes begin (see next paragraph). Upon arrival, the students will be directed to place their backpacks down in the cone/line up number according to their first class (see the first class listed on your child's lanyard coming home this week and the "Student Line Up Information….") Our staff will pick up students at 8:25 a.m. at their first class grade level cone/line up number. Classes are held from 8:30 - 11:10 a.m. Dismissal is at 11:15 a.m.

NOTE: Breakfast will be offered from 7:55 a.m. to 8:25 a.m. daily. Upon arrival each day, students will be directed either to breakfast or morning recess. Students who eat breakfast will return to the playground until it is time to line up at 8:25. The breakfast menu for each day is included, along with this letter. Make certain to review the price, as well as additional information on the top of the menu. If you have questions pertaining to breakfast or your family account, please contact Mr. Mike Gasper at 608.526.1324 or gasmic@holmen.k12.wi.us.

The Transportation Department has been working hard to ensure we have accurate information regarding your children's pick up and drop off locations. It is essential that you check your transportation information that will be emailed to you from info@EZrouting.com to make sure it is accurate. The subject will be "Notification from School Transportation Department." If any changes need to be made, please contact the Transportation Department at transp@holmen.k12.wi.us or call 608.526.4752 as soon as possible. Keep in mind that the first few days of summer school transportation might take longer as we double check bus lists to ensure everyone gets to their proper destinations safely.

For all adults who drop off and/or pick up their children: Refer to the enclosed map/diagram of Viking Elementary. You will likely wait in the vehicle pick-up line for several minutes. Please be patient and respectful of the staff members who are guiding vehicles, as well as other families. Should you choose to park in the parking lot and walk over to pick up your child, please use the first few rows (see map) and then use the crosswalk to get over to the sidewalk. We ask that parents wait near the sidewalk next to our playground. Also, make sure to wave or talk to the adult bringing your child outside, so we ensure they go home with the appropriate adult.

**Your child's summer school lanyard will come home during the last week of school**. Please look for it in your child's backpack. Your child is to wear this to summer school **daily** as it contains their line up information and course rotation. Please keep this in a safe place until summer school. On the first day of summer school, we will be adding bussing information to the lanyard, as well.

What does your child need to bring to summer school?

1. Backpack
2. Folder in case the teacher wants to send home notes, etc.
3. WEAR the lanyard (Feel free to tie the string in the back to make the lanyard shorter if you'd like.)
4. Water bottle (NO GLASS please). We also ask that you do not send fruity drinks or soda in the water bottle.
5. A healthy snack from home to eat each day as we will have a designated snack break mid morning. Please make sure to talk to them about whether or not you would also like for them to eat breakfast at school.
6. Any other course specific items that were shared with you.

Students should leave all toys, make-up, cards of any type, and other unnecessary items at home, just as expected during the regular school year. For students who may feel worried or anxious, they may have one calming item in their backpack to access as needed. (Please contact teachers if this pertains to your child.)

We are required to report attendance during Summer School. Therefore, if your child will be absent one day, please call **608.526.3316** by 8:30 a.m. and provide us with your child's first and last name, grade level they will be in during the 2026-27 school year, and reason for the absence.

Questions or concerns regarding health matters should be addressed to our Summer School RN, Nurse Tiphany Kokott, or the Health Office Assistant, Annette Hundt, by calling Viking Elementary on Summer School days (608.526.3316) or emailing them (koktip@holmen.k12.wi.us; hunann@holmen.k12.wi.us).

This year, because all classes are "enrichment" classes, staff will not be sending home progress notes; however, if you would like to know how your child is doing or if you have questions, feel free to contact the teacher(s) or principal.

In the event your child is no longer able to participate in our Summer School program, and/or if you have any questions, please contact me at 608.526.1311 or via e-mail at edwkim@holmen.k12.wi.us.

Thank you, once again, for supporting the School District of Holmen's Elementary Summer School Program!
If you would prefer a hard copy of this information, please contact me.

Sincerely,

Kimberly Edwards

Executive Director of Instructional Services & Elementary Summer School Principal
608.526.3316 (summer school days) or 608.526.1311
edwkim@holmen.k12.wi.us