

LEMAY ELEMENTARY BACK TO SCHOOL LETTER



It is a pleasure to welcome you to the 2026-2027 school year! We believe all members of the school community contribute to the success of our students. This collaborative partnership will ensure students can reach their full potential. We appreciate your support in making this school year LeMazing!

BACK TO SCHOOL DATES

- **Wednesday, August 12**
Back to School Night
(4:00-5:30)
- **Thursday, August 13**
First Day of School

IMPROVEMENT GOAL

We will increase access to learning for all students by improving the quality of instruction, engaging students in rigorous learning experiences, improving student behavior, and decreasing chronic absenteeism.

IMPORTANT TIMES

- **Breakfast:** 7:30-8:00 AM
- **Arrival Supervision:** 7:45-8:00 AM
- **First Bell:** 7:55 AM
- **Start of Day:** 8:00 AM
- **Tardy:** Students must be in their classroom by 8:05 AM
- **Dismissal:** 2:50 PM
- **Early Dismissal:** 12:50 PM
- **Front Office:** 7:30-4:00
- **Health Office:** 7:45-3:05

COMMUNICATION

PHONE NUMBERS

- **Office:** 402-293-4760
- **Fax:** 402-293-5714
- **Principal:** 402-293-4762
- **Health Office:** 402-293-4763
- **Kitchen:** 402-293-4765
- **Kid's Time:** 402-293-4794

COMMUNICATION

STRONG PARTNERSHIPS START WITH STRONG COMMUNICATION!

- **Methods:** Social media, email, text messages, phone calls, meetings, letters, flyers, & newsletters
- **Staff Responses:** Expect communication within 24 hours during school hours
- **Meeting Options:** In person, phone, or Zoom
- **Missing Communication?** Contact the office to ensure your personal information is accurate.
- **PTA:** Join the PTA to have an active role in our school community!

ABSENCES & TARDIES

- **Reporting Absences:** Contact the office if your student will be late or absent.
- **Attendance Calls:** The office calls families to verify unreported absences.
- **Medical Notes:** Provide a doctor's note for medical appointments or illnesses to excuse the absence.

HEALTH OFFICE

- **Reopens:** August 10, 2026
- **Nurse:** Mrs. Woodarek
- **Health Para:** Mrs. Parrish
- **Medical Care:** Contact the health office about your student's medical needs & updates.
- **Action Plans & Medications:** Submit your student's medical action plans & prescription medications, along with the required doctor's notes, ASAP to ensure their safety at school.

SUPPLIES & FOOD SERVICE

RECOMMENDED SCHOOL SUPPLY LIST

BPS has identified a recommended school supply list. Contact LeMay or your student's teacher if you need assistance gathering school supplies. We are here to help!

MEAL PROGRAM AT LEMAY

- **Lunch Choices:** Students can choose from hot lunch, an alternate lunch, or a cold lunch from home.
- **Nut-Safe Reminder:** Avoid packing nut products in cold lunches to help keep students with allergies safe.
- **Meal Charges:** Students choosing to eat school breakfast & lunch will be charged for their meals.
- **Account Payment:** Add funds to your student's account using cash, check, or MySchoolBucks.

Meal Prices	Meal Cost
Breakfast	\$2.00
Lunch	\$2.75
Milk	\$0.50

LUNCH SCHEDULE

- **Kindergarten:** 11:45-12:10
- **1st Grade:** 12:05-12:30
- **2nd Grade:** 12:25-12:50
- **3rd Grade:** 1:50-12:10
- **4th Grade:** 12:10-12:30
- **5th Grade:** 2:30-12:50
- **6th Grade:** 12:50-1:10

FREE & REDUCED MEAL APPLICATION

- Everyone can apply for the program.
- Families must reapply each year.
- Submit your application as soon as possible, as processing can take up to 2 weeks.

BEFORE & AFTER SCHOOL

ARRIVAL & DISMISSAL

- **Sign-In Required:** All guests must sign in at the front office before entering the building.
- **Morning Supervision:** Outdoor supervision does not start until 7:45 AM.
- **Arrival:** Students not eating breakfast will wait outside until 7:55 AM unless there is inclement weather. They should not arrive at school until after 7:45 AM.
- **Dismissal:** Notify the office of changes to your student's dismissal plan. We appreciate you picking up your student promptly after school.

ARRIVAL & DISMISSAL LOCATIONS

- **Kindergarten:** Door 3
 - West side of building
- **1st & 2nd Grades:** Main Doors
 - Wait at the wall close to the flagpole
- **3rd & 4th Grades:** Door 15
 - Southeast side of building
- **5th & 6th Grades:** Door 14
 - East side of building

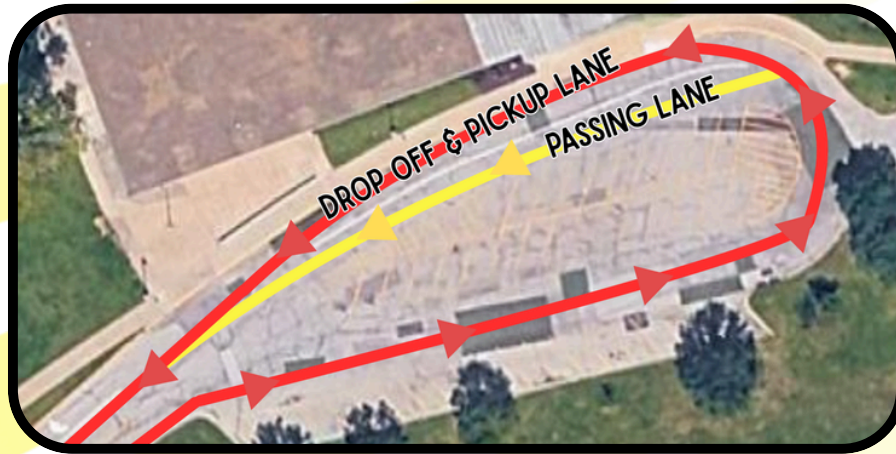
KIDS' TIME-EXTENDED DAY CARE

- Kindergarten-6th grades
- 6:30–7:55 AM & 2:50–6:00 PM
- Kids' Time information can be found on the BPS Foundation website.
- Register to reserve your spot for the 2026-2027 school year!
- Registration is required for students to participate in Kids' Time.

BPS TRANSPORTATION

- **Eligibility:** Visit the BPS website to see if your student qualifies to ride the bus.
- **Timing:** Students should be at their bus stop 5 minutes before pickup time. Bus times may change leading up to the first day of school.
- **Routing:** Bus routing information is available in PowerSchool.

✧ TRAFFIC FLOW ✧



VEHICLE PICK UP & DROP OFF

Drive slow & stay patient!
Adults are role models for our students.

- **Pull All the Way Forward:** Drive as far forward as possible before stopping.
- **Stay in Your Vehicle:** Drivers in the drop-off & pick-up lane must remain inside their cars.
- **No Passing:** Stay in the drop-off & pick-up lane until your student exits, then merge into the exit lane. Do not use the passing lane to cut in front of other vehicles.
- **Entering/Exiting Vehicles:** Students can only exit/enter vehicles through the passenger side. This helps to keep students safe & out of the roadway.

EXTRA TIME EXITING OR ENTERING VEHICLES

Follow these expectations to maintain safe & efficient traffic flow.

- Students should be ready to exit the vehicle when using the pick up/drop off lane.
- Adults are not to exit their vehicle in the pick up/drop off lane.
- Use a parking spot if your student needs extra time or if you want to walk with your student.
- Students cannot cross the parking lot without an adult. Adults must walk students to/from parked vehicles.

POLICIES & EXPECTATIONS

BIRTHDAY TREATS & INVITATIONS

Per the BPS Student & Family Handbook (pg. 3)

- Party Invitations: Cannot be shared at school or on BPS property (including before/after school or at recess). Please distribute them digitally, by mail, or hand-deliver them to homes.
- Birthday Treats: Outside food or treats for birthdays are not permitted at school.

ATTENDANCE & TARDIES

Attendance is taken at 8:05. Students who are not in their classroom by this time will be marked absent. Everyone who is not in their classroom by 8:05 must sign in at the office. Our team will manually update their attendance to "tardy" later that morning. Arriving after 8:30 will count as a period absence. These steps are designed to promote student safety.

PERSONAL ELECTRONIC DEVICES

Per the BPS Student & Family Handbook (pg. 49)

LeMay students may not use personal electronic devices once they enter the school. All devices must be turned off and remain in their backpacks until they exit the building at dismissal. BPS is not responsible for lost or stolen items. Exceptions are made for students who require devices for health conditions or communication needs.

IPAD POLICY AT LEMAY

Excessive digital technology use can negatively impact children's cognitive development, attention, and critical thinking. While technology has a place in instruction, it will be limited in favor of hands-on, interpersonal learning. iPad use at LeMay is restricted to explicit instructional purposes only.

DRINKS IN CLASSROOM

To keep learning spaces clean, only water is permitted in classroom water bottles. Other beverages are not allowed in the classroom unless approved by the Health Office for medical reasons.

STUDENT WHEELED DEVICES

To ensure the safety of our community, all bicycles, scooters, skateboards, and rollerblades must be walked while on LeMay property. This includes all school sidewalks, walkways, and entryways.