



September 2, 2026

RE: Revised Car Rider Dismissal Procedures for the 2026-27 School year

Dear AIS Families,

To improve **student safety, building security, and traffic flow**, we are making additional updates to our car rider procedures for both morning drop-off and afternoon dismissal. A major change will be the use of the parking lot **between AIS and AES**, allowing us to better distribute vehicle traffic around the building. These changes will go into effect **TUESDAY, SEPTEMBER 8, 2026**.

Morning Drop-Off

Car rider drop-off will now be based on the direction families are approaching AIS:

- **From the South-Zone E (New Road):** Use the **lot between AIS and AES** for morning drop-off.
- **From the North Zone B (Mahoning Ave.-Main Entrance):** Continue using the **current AIS Main Entrance drop-off lot**.

Dividing morning traffic between these two locations will help reduce congestion and provide a safer, more efficient arrival for our students.

Afternoon Car Rider Dismissal

Parents/guardians will **remain outside of the building** and report to their student's designated pickup zone.

- **Grade 3 — Zones A & B:** Third-grade pickup locations will remain unchanged.
- **Grade 4 — Zones C & D:** Fourth-grade car riders will report to the **gymnasium** and be dismissed through Zones C and D.
- **Grade 5 — Zone E:** Fifth-grade car riders will be picked up at **Door 12** in the **lot between AIS and AES**.

Families with students in grades 3-5 will pick up all children at the pickup location assigned to the youngest sibling at AIS. Dismissal begins at 2:40; all students should be out of the building by 3:00pm.

We appreciate your patience, cooperation, and partnership as we implement these procedures and continue to make student safety our priority.

Sincerely,

AIS Administrative Team