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August 2024

Dear D

We hope you enjoyed your time at Dogwood and had many opportunities to create memories with your child and friends. We are eager to have our students return to us here at Dogwood as a guardian, you are an essential member of our learning community. We value your commitment to excellence in education and the experience for our students.

Last spring the District adopted the MyView Literacy program in grades 2-5. Throughout the year, literacy specialists have been distributing materials so that we can be excited to hear about all of the books our students read. Please complete the reading bingo sheet with your child so that they can get a prize. We are all eagerly awaiting the return of our students and thank you for a successful school year. I am looking forward to hearing about all your adventures as we welcome back your children.

9:30 - 3:35

When dropping off students in the morning or pick up students in the afternoon, please pull up along the curb in order to keep traffic moving and to avoid congestion during dismissal times. We have staff outside on bus duty to assist with unloading backpacks and closing car doors. Students should be instructed to ensure they enter the building safely. Please do not park in the drop-off/pick-up zone.

Afternoon, please pull up along the curb in order to keep traffic moving and to avoid congestion during dismissal times. We have staff outside on bus duty to assist with unloading backpacks and closing car doors. Students should be instructed to ensure they enter the building safely. Please do not park in the drop-off/pick-up zone.

The school day ends at 3:35. Understandably, it takes time to get everyone out of the building. If your child is going to be a carpooler, then meet your child at 3:25 at the gate to the left of the school.

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If you are driving to school to pick up your child from the UPK program, please arrive BEFORE grades K-5 are dismissed. The UPK school bus will arrive at the front circle, park and walk to the designated area. If you arrive at the school, this will be a safety hazard and delay the bus. Please do not drive as cars tend to block the entrance to the school. We will start calling the students to their cars at 3:25.

UPK parents should drive up Dogwood Drive and park in the designated area. Parents are asked to arrive at the school before 3:20. It also helps our neighbors on Dogwood Drive. Please help us serve the students in a timely manner. If you are picking up your child via car, do not arrive at school until 3:20. We will start calling the students to their cars at 3:25.

Pull into the circle in front of the school and school bus will need to remove your from the circle.

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Parents should be aware that children are not permitted to have cell phones in school. Other electronic games/equipment should also be left at home with the exception of the school issued chromebook. This will avoid unnecessary tears when these items are lost or broken. We cannot be responsible for missing or damaged items of this nature.

All new students including kindergarten students will be receiving a District provided chromebook. Distribution will take place during the first weeks of school. Returning students should have their chromebooks from the last school year. Kindergarten through second graders will have their chromebooks stored at school in a charging cart to be readily available for use. Students in 3rd through 5th grade will keep their chromebooks at home. Teachers will share with you and your child more specific information pertaining to chromebooks and when they will be needed for either classwork or home assignments.

We are committed to providing a safe and orderly school environment where students may receive and district personnel may deliver quality educational services without disruption or interference. Responsible behavior by students, teachers, other district personnel, parents and other visitors is essential to achieving this goal. Everyone is expected to adhere to the [Smithtown Code of Conduct](#). This can be reviewed on the District website.

- Principal: Mrs. Renee Carpenter (Email: [rcarpenter@smithtown.k12.ny.us](mailto:rcarpenter@smithtown.k12.ny.us))
- Principal's Secretary: Mrs. Maureen Hunstein (Email: [mhunstein@smithtown.k12.ny.us](mailto:mhunstein@smithtown.k12.ny.us))
- Main Office: 631-382-4255
- Nurse: Mrs. Kathleen Siciliano (Email: [ksiciliano@smithtown.k12.ny.us](mailto:ksiciliano@smithtown.k12.ny.us))
- Attendance Clerk: Mrs. Barbara Richardson (Email: [brichardson@smithtown.k12.ny.us](mailto:brichardson@smithtown.k12.ny.us))
- Health /Attendance Office: 631- 382-4260
- Transportation Department: 631-382-4100 (8:00 a.m. - 4:00 p.m.)
- Transportation Director: Mary Augugliaro 631-382-4105
- \*Town Bus Company (St. James): Big Bus issues: 631-862-2019 (open until 7:00 p.m.)
- \*Suffolk Transportation (Ronkonkoma): Mini Bus issues: 631-737-0695 x16 or x17 (open until 7:00 p.m.)

\*Use these numbers for any transportation issues after 4:00 p.m. until 4:00 p.m.

If there are any issues of custody that pertain to your child, please ensure that you provide the school with all legal documentation necessary to enable us to abide by the court's findings.

This will be held on Tuesday, September 17th (Grades K-2 at 6:00-6:45 and Grades 3-5 at 7:00-7:45). This is a time for you to meet your child's teachers and to learn more about the curriculum and grade level expectations. Times, date and format information will be sent home after the start of the school year.

We encourage you to become involved with the school and become active members of the PTA. The PTA will hold its first meeting of the school year on September 10th at 7:00 p.m. This will be an in person meeting. We will alternate between a.m. and p.m. PTA meetings each month to give more people an opportunity to attend. Some PTA meetings may be virtual. A link to join any virtual PTA meeting will be provided by the PTA.

The cost for a school lunch this year will be \$2.50. While school lunch is available for all students, we recommend that kindergarten children be sent to school with a bagged lunch to help them adjust to our school/cafeteria routine. If you would like your child to purchase a lunch from our cafeteria, please establish an online account via our new online prepaid lunch program called *LiC*. You can pay for your child's lunch ahead of

\_\_\_\_\_ [Click here](#) for the current supply list. Supply lists may also be found on our Dogwood Elementary website, [click here](#). If you can not get everything on the list, please don't worry. We will make sure students have what they need.

\_\_\_\_\_ For the safety of our students, all parents and visitors who enter the building should report to the Greeter's desk. We work hard to maintain the integrity of our student's educational day; visitors are not permitted in classrooms during the school day without prior arrangement with the teacher. If you'd like to meet with a staff member including the principal, please call the Main office to make prior arrangements for a mutually convenient time. Please be prepared to show photo ID upon your arrival. Many meetings can be held via Google Meet and can be arranged directly with the teacher.