



Smithtown Central School District
Smithtown Elementary School
51 Lawrence Avenue, Smithtown, NY 11787

Mary Ellen Kakalos, Ed. D.
Principal
(631) 382-4505

Mark Secaur, Ed.D.
Superintendent of School

Welcome Back Letter 2024-2025

August 2024

Dear Smithtown Elementary Families,

Welcome to Smithtown Elementary! We are so excited to welcome you back to the new school year! We hope you had a wonderful summer and we can't wait to hear all about the fun things you did. This letter contains important information regarding dates, times, and procedures for a smooth school opening.

Important Information:

❖ **Monday, August 26 @ 10:00 Parent Portal opens**

Please sign on to the Parent Portal to complete your child's information regarding emergency contacts. After doing so, you will see your child's teacher assignment. New families received a letter from the District Office providing you with directions on how to set up a Parent Portal account.

❖ **Wednesday, September 4**

Playground Meet and Greet K-5 (Weather permitting)
Supply Drop off for Grades K, 1, & RISE students only

➤ 1:00 pm - 1:30 pm

Come and drop off your supplies at this time if you are in Grades K, 1, or the RISE program. Please enter from the Main Doors in the front of the building.

➤ 1:30 pm - 2:00 pm

Grades K, 1, 2 & RISE Meet and Greet faculty and friends on the new Primary Playground.

➤ 2:00 pm - 2:30 pm

Grades 3, 4, & 5 Meet and Greet faculty and friends on Big Playground.

➤ 2:30 pm - 3:00 pm

New Families Tour

Families of students who are new to our school in Grades 1-5 are invited for a tour of the building. PTA volunteers will guide you throughout the building. Please meet at the Main Doors in front of the school.

❖ **Thursday, September 5** **FIRST DAY OF SCHOOL !**

- The school day begins promptly at **9:30 am** (doors open at 9:20 am) and dismissal begins at **3:35 pm** (with buses scheduled to depart by 3:48 pm).

Please send in a note to let your classroom teacher know about your child's dismissal on the first day of school (ex. bus dismissal or walker). If you drop off your child, please use the "parent loop" driveway and pull all the way around to the first open drop off spot. Staff supervision begins daily at 9:20 am. PLEASE NOTE: Vehicles can not enter the main bus loop during arrival or dismissal times. If parking is needed, kindly use the North parking lot. Additionally, for parents of walkers, we ask that you have your ID readily available for dismissal which is at the gate of the big playground.

- The Child Nutrition Department is changing from School Cafe Family Portal to LINQ Connect Family Portal. Elementary breakfast costs \$2.25 and Elementary lunch costs \$3.00. Please view the Child Nutrition website page for more details.
- Save the date for Meet the Teacher Night which is scheduled for Thursday, September 19, from 6:00-7:30 pm.
- The Smithtown Elementary School Family Information Handbook and the PTA Welcome Packet for 2024-2025 will be **sent home via backpack** on the first day of school. Kindly sign the last page of the Handbook and return it to your classroom teacher by Friday, September 13.

Main Office Hours:	8:30 am-4:00 pm (631-382-4505)
Health Office Hours:	8:30 am-4:00 pm (631-385-4510)
Transportation Dept:	8:00 am-4:00 pm (631-382-4100)
Transportation Director:	8:00 am-4:00 pm (631-382-4105)

The entire Smithtown Elementary team looks forward to a terrific year together with you and your children!

Sincerely,

Dr. Mary-Ellen Kakalos

Dr. Mary-Ellen Kakalos Ed. D.
Smithtown Elementary School
Principal

Smithtown Spirit, Learners for Life, Together we Belong, We're SEL STRONG!