



## RED CLAY CONSOLIDATED SCHOOL DISTRICT

1502 Spruce Avenue  
Wilmington, Delaware 19805  
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**Mervin B. Daugherty, Ed.D.**  
*Superintendent*

**William C. Lewis Elementary School**  
920 North Van Buren Street  
Wilmington, Delaware 19806  
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**Mark S. Phelps, Ed.D.**  
*Principal*

Dear Lewis Families,

Welcome to the 2018-2019 school year! It's been a busy summer at Lewis with renovations on our building [the "beehive"] and our preparations for a phenomenal school year filled with exciting learning opportunities for our bilingual learners. We can't wait to see all those smiling faces return and fill the hallways with their positive energy and enthusiasm for learning! As part of our mission to foster bilingual literacy and the success of every student in a global society, our goal is to make every child feel welcome, connected, and part of our Lewis family. We believe that a strong partnership with our parents, setting high expectations for all, and a consistent homework routine will help maximize students' achievement. We look forward to meeting our new and returning families over the coming weeks and welcome your thoughts, questions, and involvement! Please feel free to contact us at 651-2695.

Please note the following dates, events, and operating procedures that will take place as the year begins.

- **Thursday, August 16:** "Buzzing to Kindergarten" from 4:00 – 6:00 p.m.—Orientation for you and your KN child.
- **Thursday, August 23:** "Buzzing into Lewis Classrooms" from 4:00 – 6:00 p.m.—Visit your classroom and get information regarding PTA, uniforms, before & after school care, etc.
- **Monday, August 27:** First day of school for all 1<sup>st</sup> – 5<sup>th</sup> grade students and *some* Kindergarten students.
- **Please note our arrival and dismissal times:**
  - Front doors open for students daily at **8:35 a.m.**
  - Cafeteria doors open daily at **8:35 a.m.** Grab and Go breakfast is served for all students at **8:35 a.m.** **Kindergarten and 1<sup>st</sup> grade students will eat in the cafeteria. All other students will eat in their classrooms.** Breakfast & Lunch are provided to all students at no cost. Snacks have a nominal fee.
  - **Please make sure students arrive on time daily by 8:55 a.m.**
  - Parents of car riders should use the entrance on 10th Street. **To ensure the safety of your child, do not drop off any student prior to 8:35 a.m.**
  - Dismissal is at 3:50 p.m. Please note: this year's dismissal time is *20 minutes later* than last year. **To eliminate classroom disruptions, early dismissals between 3:00 and 3:50 p.m. will not be permitted unless previously requested in writing.**
- **\*Kindergarten Students** will have staggered start dates.\*
  - **Kindergarten students will only attend two days of classes during the first week. Some will attend 8/27 and 8/28; others will be 8/29 and 8/30. Letters will soon be sent home stating which two days your kindergarten child will attend. If you have not received this letter by August 17, please call the school office.**
    - ALL kindergarten students will attend daily starting Tuesday, September 4.
    - Kindergarten walkers and car riders are dismissed from the 10<sup>th</sup> Street doors.
    - Families are welcome to walk children to the front door, but students need to go to their classrooms unaccompanied.
- **Pre-K first day of school:** Tuesday, September 4.
  - Please remember there is no transportation for Pre-K students.
  - Pre-K daily hours are 8:50 a.m. – 3:50 p.m. There is no before and after school care for Pre-K students.
- **Thursday, September 27:** Back to School Open House: Pre K-5<sup>th</sup> Grade - 6:00-8:00 p.m.  
Additional Information:
  - **Before & After Care (KN-5):** The Latin American Community Center (LACC) offers before and after childcare. You can register by calling 302-655-7338 or obtaining information in our main office.
  - **School Uniforms (KN-5):** Students are required to wear a uniform. Please make sure you adhere to the policy. The policy has been revised and updated. If you need more information please contact our main office.
  - **Birthdays:** In accordance with the District's Health and Wellness Policy, birthdays will not be celebrated *with food*. Please do not send in treats with your child, as they will not be distributed. Birthdays will be acknowledged on the morning announcements and with a ribbon and a pencil from the Principal.

We are looking forward to an un-"BEE"-lievable and exciting year working with you and your children!

Sincerely,

Dr. Mark S. Phelps

Mr. Nathan Palkovitz