

August 24, 2009

Dear Parents and Guardians:

I hope this letter finds you enjoying the last days of summer vacation. I look forward to seeing everyone's smile on Tuesday, September 8th.

I need to let you know of some necessary and unexpected changes in our drop off and pick up procedures that will affect everyone in our Lincoln School family. The village has enacted a local traffic law that no longer permits us to use Albermarle or Albion Streets in the front of the school. The law is in effect during the hours of 8-9 and again from 3-4. Please note the enclosed letter with a copy of the law I received in late July which came as quite a shock to me.

I met with our Superintendent Susan Swartz as well as Mr. VanSchaick our Director of Transportation to determine the safest ways for children to enter and exit the building given these new parameters. They are as follows:

- Walkers will enter and exit by the front flag pole door
- All Buses will drop off and pick up from the original parking lot door near the gym
- Parents dropping off and picking up students with a vehicle will need to do so behind the school on Meriline Street and enter through the canopy door (near grade 2)

We will have an adult at each location beginning at 8:30. Please remember there is no supervision prior to 8:30. We ask that parents continue to enter the building through our front door and sign in at our greeter's desk. Children are expected to walk to class without their parents after the first full day of school.

To ensure the safety of our children, the bus parking lot will be closed to vehicle traffic from 8:20 to 8:40 and from 3:00 to 3:25.

I am truly sorry for any inconvenience this new plan may cause you. Our utmost priority is to keep children safe as they arrive and as they are dismissed from our school.

Please contact me with any questions at school 382.1296. If you need more information, please call the Village of Scotia office at 374-1071.

Sincerely,

Ann E. Comley
Principal