

8/11/22

Dear Parents:

We are very excited to begin this new school year! I am anxious to greet all our returning students and parents, and to meet all the new students and their parents. Please let me know if you have any questions that are not answered in this letter.

Class Lists- Class lists for our building will be posted Friday, August 12th at 3:00. K-2 lists will be posted on the front doors and lists for grades 3-4 will be posted on the east doors.

Open House-The Manhattan Schools Open House/Meet your Teacher Night will be on August 23rd from 3:00-5:00 PM. This should be a great time to meet your child's teacher. We would like each family to spend 5-10 minutes in your child's classroom. The kidsLINK Tiger After School Program will have a table set up if you have questions regarding that program. You can also reach them at afterschool@mhstigers.org

First Day of School- Our first day of classes will be August 24th. Feel free to walk your child to their classroom or have them wait in line with their grade level. **After the first day of school, we ask that parents do not walk their child into the building.** This seems to help with an easier transition into the school day.

Start of school each day- Students will again congregate by class levels in front of the school. They will have a designated area to gather before school with their grade level. We will have an adult holding up a sign for each grade level to start the school year. Our first bell rings at 8:20 and classes begin at 8:25.

Bus Registration-Starting this year, we will be requiring parents to register for bus service by completing the [Manhattan Bus Service Sign-Up](#) form found on the school website. The form will need to be completed for all students this year and following years.

School Meals-*School meals are not free this year.* Breakfast and hot lunch are available to all students. Breakfast is served in the cafeteria from 7:30 a.m. to 8:15 a.m. Here is a list of prices for both breakfast and lunch- Breakfast: K-12- \$1.75, Reduced- \$.30- Adults \$2.05; Lunch:K-6: \$2.65, 7-8: \$3.00, 9-12: \$3.25, Reduced-\$.40 Adults: \$4.00.

Free and Reduced School Meals: I have attached the link to our website that contains the Free and Reduced school meals application. To find the form on our website, click on parents on the main page and then on Food Services. If you have any questions please reach out to Cindy Howells, our Administrative Assistant in the elementary at chowells@mhstigers.org or 406-284-3250

Recess- We will not be using zones at this time to start the school year. Recesses are separated in two groups: K-2 and 3-4.

School Schedule- A school schedule is listed at the bottom of this email. Please note that we have early out at 2:40 on Fridays for grades K-4, grades 5-12 will be released at 2:44 on Fridays.

School Pictures- School Pictures for our building will be on September 7th. Retakes will be on October 28th. More information will be sent home with your child.

Parents and Visitors- All parents and visitors need to check in at the office whenever they enter the building. *Teachers again will pick up your students from the front of the school and walk them to their classroom, this includes the first day.* Parents can schedule a meeting with a teacher if desired.

Drop Off-Pick-up-

Before School-Please drop students off down from the main office in the area not painted red. Students can be dropped off near their designated meeting place.

After School- Staff members will be out front of the school at the end of each day to assist students. Please use the crosswalks when coming from and going to your vehicles.

Let's work together to make this a great year!!

Sincerely,

Neil Harvey

Manhattan Elementary Principal

nharvey@mhstigers.org 406-284-3250

SCHOOL PROCEDURES

Schedule:

- 7:30 Breakfast program begins serving
- 8:10 Playground supervision begins, buses arrive; walkers and car drop-offs may begin to arrive
- 8:20 First bell
- 8:25 Tardy bell, classes begin
- 9:40 K-2 Recess
- 9:55 K-2 Classes resume
- 10:00 3-4 Recess
- 10:15 3-4 Classes Resume
- 11:00 -11:20 Grades K – 4 go to Lunch
- 11:45 K - 2 classes resume
- 12:05 3rd and 4th grade classes resume
- 1:40 K-2 Afternoon recess
- 1:55 K-2 Classes resume
- 2:00 3-4 recess
- 2:15 3-4 Classes resume
- 3:17 Grades K-3rd grade dismissal
- 3:26 Grade 4 dismissal
- 3:35 Buses depart from school



Friday (Changes from M-Th)

- 10:55- Lunch Begins
- 11:40- K-2 End of lunch recess
- 12:00-3rd-4th Grade end of lunch recess
- 2:40-K-4 Dismissal