



Liberty Elementary School
Shalonda Likely-Roach, Principal
LaRon Marshall, Assistant Principal

Keysha Woodson, Secretary II
Tracie Richey, Secretary I
2901 Whitlow Rd.

Columbus, OH 43232

Ph. 614.365.6482

Fax 614.365.5698

Slikely1284@columbus.k12.oh.us

Mission: Each student is highly educated, prepared for leadership and service, and empowered for success as a citizen in a global community.

August 3, 2021

Dear Pre-Kindergarten Families:

I would like to welcome the Class of 2035 to Liberty Elementary School! Wow! Can you believe it? Your little one is ready for Pre-Kindergarten! The year your child will graduate from high school sounds so far away, but it will go quickly. Now is the time to get ready for that big day! You are the strongest deciding factor in how well your child does at school and how much education s/he will receive. You can make it happen. Send your child to school each day well rested. Ask them questions about what they are doing at school. Be involved: come to parent conferences, Open House, call and check in, email the teacher, read with your child, have them 'read' to you. Show them that you are interested in them and what they are learning. Doing these simple things will make all the difference.

We try to make the transition to school easy for your child. In order to do this, we have set aside a Parent Orientation that will be held on either Tuesday, September 7, 2021 or Wednesday, September 8, 2021. The classroom teacher will schedule your assigned Parent Orientation day. **On Thursday, September 9, 2021, all Pre-Kindergarten students will report to school.**

Enclosed you will find a sheet entitled "Back to School Advice for Pre-Kindergarten Parents." These tips should help encourage independence and build your child's confidence in the learning environment. Please take the time to read and practice these strategies with your child to make the transition to a full-day learning environment smooth and efficient.

The following information should be helpful as you plan and prepare for the opening of school:

Breakfast/Lunch:

Breakfast and lunch are free for all students. The daily breakfast and hot lunch program will begin on the first day of school. Breakfast hours are 8:30-9:00 a.m. in the cafeteria. By 9:00 a.m. all students will be in the classroom and the teacher will begin the day's instruction.

Arrival & Dismissal:

1. Students who are eating breakfast should arrive at school no earlier than 8:30 a.m. ** Please note that adult supervision will not be available until after 8:30 a.m.** For the safety and security of our students, please do not leave students unattended in front of the building or at the rear entrance prior to the start of the school day.
2. The instructional day begins at 9:00 a.m. Students arriving after 9:00 a.m. will be marked tardy.

The Columbus City School District does not discriminate because of race, color, national origin, religion, sex or handicap with regard to admission, access, treatment or employment. This policy is applicable in all district programs and activities.

3. If your student has been assigned a school bus and you plan to pick him/her up; please send a note to the teacher so that he/she is not placed on the bus. All changes in the dismissal plan will be required in writing.
4. If you are planning to pick up your child early due to an appointment, we respectfully ask that you do so by 3:00 p.m.
5. Students who need to be dismissed before the end of the school day must be signed out in the main office. Students will only be released to authorized adults as indicated on the emergency card. After they have been signed out, the secretary will call the classroom and the child will be sent down to the office. The teacher will not dismiss students until a call is received from the office.
6. Walkers will be dismissed at 3:15 p.m. daily from the front of the building and directed to cross Whitlow Road using the cross walk. To maintain the flow of traffic, we ask that parents **DO NOT PARK ON PALADIM RD OR WHITLOW RD NORTH OF PALADIM.**
7. All car riders will be dismissed from the rear of the building. Parents will use the **PICK UP LANE ONLY AND MUST REMAIN IN YOUR CAR.** Students will be brought out by staff to cars with a **CAR RIDER DECAL.** ALL DECALS SHOULD BE ON THE RIGHT HAND SIDE OF YOUR DASHBOARD OR HANGING FROM THE REARVIEW MIRROR. This will assist us in getting students into cars. **Decal signs will be sent home with students during the first few days of school.**
8. Please be aware that **car rider dismissal may take longer** than usual during the first week of school. Again, please remain patient and we will get your child to you as soon as possible.
9. Please do not leave your car unattended. If you need to enter the building, feel free to park in the lot in back of the building. Please be mindful of our staff monitoring the parking lot. **Cars cannot be left unattended in the drop-off/pick-up lane at any time.** We want to ensure safety for all students and staff.
10. Only buses are permitted on the front parking lot between 8:15-9:00 a.m. and 3:15-3:45 p.m.
11. Bus rider students will be walked directly to the buses and will be monitored by school personnel at 3:30 p.m.
12. For the safety of the children and school personnel, please follow the posted school zone speed limits and remain patient if the traffic becomes congested during dismissal. Please remain alert and look out for the children at all times.
13. Identified middle and high school students will be permitted to pick up students on an as-needed basis, with written authorization from a legal guardian. Groups of middle and high school students are not permitted to gather at the building during dismissal. Disruptive students will be asked to leave the premises and will not be able to return.

School Nurse:

Our school nurse is Ms. Young. She is available at our school five days a week. Here are some reminders:

- As a reminder to parents, both over-the-counter medications and prescription medications (including asthma inhalers and epi-pens) need a medication authorization form completed by both the parent and health care provider. These forms are available in the school office or online at <http://www.ccsdh.us>. Once you log in online, select **Departments, Health Services, Student Health Forms (on the left hand side), and Medication Authorization.** Forms for asthma inhalers are in the Asthma Packet and Epi-Pens are in the Allergy Packet.
- The school nurse **CANNOT** hold any medications in the clinic that are not accompanied with the required paperwork. **NO EXCEPTIONS!**
- It is extremely important that you complete and return all emergency forms prior to the first day of school, August 26, 2021.

Please feel free to call Nurse Young at 614-365-6482 to discuss your child's health and medical needs.

Latchkey Services:

Latchkey is an elementary school-age childcare program that provides care and education for children of working parents. This program is designed to be a link between the home and the school. Certified, qualified and experienced childcare providers supervise, teach and interact with children to ensure that they are cared for, supervised and exposed to many learning activities. Students can complete homework and share enjoyment in a relaxed and carefully designed, developmentally appropriate environment.

LATCHKEY opens at 7:00 a.m. and continues until the school opens for breakfast at 8:30 a.m. Centers re-open immediately after school at 3:30 p.m. and continue until 6:00 p.m.

A.M. FEE: \$55.00 per week per child

P.M. FEE: \$60.00 per week per child

A.M. and P.M. FEE: \$75.00 per week per child.

THE YEARLY REGISTRATION FEE IS \$30 FOR ONE CHILD AND \$40 FOR TWO OR MORE CHILDREN IN THE SAME HOME. Registration fee is only refundable if the Latchkey Center of your choice does not open.

LATCHKEY accepts TITLE XX.

FEES PAYABLE BY CHECK OR MONEY ORDER ONLY - NO CASH PAYMENTS ACCEPTED.

To apply for LATCHKEY services, call the Latchkey Office at (614) 365-5891.

Parent Portal:

If you have not done so, setup and activate your Parent Portal as soon as possible. Once you setup your Parent Portal, you will be able to see your assigned classroom teacher. Through the Parent Portal, you will be able to securely access valuable information on your student(s):

- ❖ Teacher Contact
- ❖ Grades and Course Schedules
- ❖ Daily Attendance
- ❖ Missed Assignments
- ❖ Paperless Applications for: School Choice, Summer School, and Career Tech
- ❖ Update Contact Information
- ❖ Pay Fees

Back to School Parent Meeting: Save the Date

August 19, 2021, 5-6pm: Meet the Principal and Assistant Principal- we will review important information and safety protocols for starting the school year. Zoom meeting link: <https://ccsoh-us.zoom.us/j/84845157209?pwd=aDltTk9ERk9OZExxayt4TjRRN2V0Zz09>.

Pre-Kindergarten Staff:

NAME	POSITION	EMAIL
Moton, Tammy R	Pre-K Teacher	Tmoton7755@Columbus.k12.oh.us
Harter, Nina	Special Needs Teacher	
Mitchell, Joyce	SNP Instructional Assistant	Jmitchell@Columbus.K12.oh.us
NAME	POSITION	EMAIL
Gerst, Cheryl	Pre-K Teacher	Cgerst446@Columbus.k12.oh.us
Holman, Amanda	Instructional Assistant (Part-time)	Aholman@Columbus.k12.oh.us Dmassey@Columbus.k12.oh.us
Massey, Dawn	Instructional Assistant	

The Columbus City School District does not discriminate because of race, color, national origin, religion, sex or handicap with regard to admission, access, treatment or employment. This policy is applicable in all district programs and activities.

Pre-Kindergarten Supply List:

- ❖ 2 Containers of Clorox or Lysol Disinfecting Wipes
- ❖ 1 Box of Gallon Sized Baggies-Boys
- ❖ 1 Box of Sandwich Sized Baggies-Girls
- ❖ 4 Boxes of Kleenex/Puff Tissues
- ❖ 1 Package of Baby/Toddler Wipes
- ❖ Cot Size Blanket
- ❖ Extra Clothes

How do Parents Determine When to Keep Their Child Home?

You should keep your child at home if they have:

- ❖ 100+ degree temperature
- ❖ Loss of taste or smell
- ❖ New or Worsening:
 - Sore throat
 - Cough/difficulty breathing
 - Runny/stuffy nose
 - Diarrhea, nausea, vomiting
 - Headache, with a fever
 - Body aches
 - Fatigue

Where are the Latest Updates on the District's Reopening Plans Posted?

Updates regarding the District's Back-to-School Reopening Plan can be found at www.ccsok.us/BacktoSchool.

JOIN US ON SOCIAL MEDIA:



Facebook: Search for Liberty Parent Group and request to join or use the following link to join- <https://www.facebook.com/groups/libertyes.ccsok/>. Family Ambassador, Kay Collins, is the creator and moderator of this page.



Class Dojo: Ask your child's teacher how to join.

Liberty Website: <https://www.ccsok.us/LibertyES>.

I look forward to another great year as Liberty's principal. Thank you in advance for your collaboration! I hope to see you at the Back to School Parent Meeting on August 19th from 5:00 p.m. - 6:00 p.m via Zoom.

Warm Regards,

Shalonda Likely-Roach

Shalonda Likely-Roach
Principal

The Columbus City School District does not discriminate because of race, color, national origin, religion, sex or handicap with regard to admission, access, treatment or employment. This policy is applicable in all district programs and activities.