

Wachusett Regional School District  
Early Childhood Center  
1745 Main Street  
Jefferson, MA 01522  
508 829-4766

July 30, 2018

Dear Parents and Guardians:

I would like to take this opportunity to welcome you and your child to the Early Childhood Center (ECC) for the 2018-2019 school year. The school year begins on Tuesday, August 28, 2018. We have reserved this day for families to come in to acquaint themselves with the classroom staff. The children will also have the opportunity to meet their classmates. All children and their parents/guardians are invited to visit their respective classrooms during their assigned session (morning/afternoon) regardless of their regular schedule of days of attendance. The children will not remain at school on this day. There will be no van service on this day for the students in the integrated program. In the past, the visits have lasted between 15 minutes and one hour, depending on family schedules. We understand that not all families will be able to attend due to work schedules, etc. If that is the case, your child's first day of school will be on August 29 or August 30 depending on your child's schedule. Please see your child's schedule below. Room assignment is subject to change. You will be notified if your child's room assignment changes before the beginning of the school year. If you are new to the ECC, please stop by the office to pick up your security code on or after August 28.

**Facilities:** As you may have noticed, the parking lot was upgraded over the summer. A drainage system was installed as well as the addition of hardtop on the areas that were previously gravel. Inside of the building, we had all of the ceiling tiles replaced in the hallway and each room was thoroughly cleaned and sanitized by our custodial staff.

**PTO:** Please consider being an active member of our PTO, The Friends of ECC. The PTO provides enrichment programs, materials, and equipment for our students through their fundraising efforts. The PTO also provides volunteers for classroom projects, class picture days, the Scholastic Book Fair, Field Day, fundraisers, and other events. Many of our PTO members have moved on to kindergarten so it would be wonderful if you could volunteer. The group meets one time each month throughout the school year.

**SIMCO:** Please consider becoming a member of our School Improvement Council or SIMCO. This is a very important year as we complete our long-term school improvement plan and begin to establish goals for our future school improvement plan. SIMCO meets 6 times per year beginning in October for one-hour each month.

**Staffing:** We are happy to report that our staffing levels will remain the same for the 2018-2019 school year. Similar to last year, the school nurse will be in the building from

9:00-2:30 every day. You may have heard that I have made the decision to retire in December 2018 after thirty years in education, twenty-eight of those years with the Wachusett Regional School District. It is with great joy that I look forward to the next exciting stage of my life. At the same time, it is difficult to leave so many kind and caring families, staff and administration. I have enjoyed the challenges that my position has offered over the years and want to thank you for your support along the way. I will continue to work closely with District administrators to ensure a smooth transition.

**Van service:** Children are eligible for van service only if they have an IEP. If your child has had van service to and from school in the past, he/she will continue to receive van service. If your child currently does not receive van service and you would like your child to receive van service OR you are changing your pick-up and/or drop-off destination, please contact Randi Jacob at 508 829-1670 X 240 as soon as possible so that we can make arrangements. It often times takes a minimum of two weeks to get the van service in place. Please remember that food, drink, and toys are prohibited on the van due to safety concerns.

**Parking:** Although our parking lot is new and improved, we continue to have challenges. I ask that you please refrain from talking on your cell phone while driving or walking through the parking lot. Reduce your speed to under 5 mph. The safety of all students is our utmost concern and responsibility. Please be reminded not to park against the building during drop-off and pick-up times as these spaces are reserved for van service only.

**Forms:** If your child is entering the Early Childhood Center for the first time this fall, we will need a well-care and immunization form completed by your child's pediatrician and copy of your child's birth certificate. If you have not already submitted both documents we ask that you do so by August 10th. Several other forms will be sent home via the backpack during the first week of school. We encourage you to complete and return these forms as soon as possible. We will be corresponding throughout the school year using your email address so it is important that you **print clearly**. If you are new to the ECC this year and completed these forms as part of your registration, you do not need to complete them again.

**Website:** Please continue to monitor our website at [www.wrsd.net](http://www.wrsd.net). Click on District Schools/ECC for information from the office, your child's classroom, SIMCO, and the PTO.

I hope that you enjoy the remainder of the summer. I look forward to seeing you on August 28.

Sincerely,

  
Patricia Ottaviano, Principal