



Berne-Knox-Westerlo Central School District

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October 15, 2009

Dear Parents and Guardians:

I would like to take this opportunity to inform you about a change at the Elementary and Secondary School Buildings. In an effort to improve building security, student safety and student supervision, we are making several changes to the opening and closing time of the building. The following changes will take effect on, Monday, November 2, 2009.

a.) Elementary School

The building will be locked until 7:45AM, Monday–Friday. At 7:45 the front doors will be opened for elementary students to enter the building. The building will be locked in the afternoon at 3:30PM with the departure of the late bus run.

b.) Secondary School

I. Morning Changes:

The building will be locked until 7:30AM Monday-Friday. At 7:30 the doors outside room 102 (music/technology wing) will be opened. Students arriving between 7:30 and 7:45 will be supervised in room 102 until 7:45 when the lobby doors will be opened for the day. If students have made arrangements to work with teachers prior to 7:45, they will need to be let into the building and supervised by that teacher until 7:45.

II. Afternoon Changes:

The building will be locked for the evening at 3:30PM with the departure of the last bus run. Students who are on athletic teams will be able to re-enter the building as needed with their coaches. As usual the building will remain open for events, activities and games as these are supervised events.

Please understand that this adjustment to building access will help to provide additional supervision for our students while they are on campus.

Should you have any questions or concerns, feel free to contact me or an administrator at your convenience.

Sincerely,
Kimberly LaBelle
Interim Superintendent of Schools

District Mission Statement:

Let the entire Berne-Knox-Westerlo Community strive to do all that it can to help our students be all they can be.