



TONAWANDA CITY SCHOOL DISTRICT

100 HINDS STREET
TONAWANDA, NEW YORK 14150
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TIMOTHY A. OLDENBURG, Ed.D.
SUPERINTENDENT OF SCHOOLS

November 9, 2018

Dear MS/HS Parents and Community:

Thank you for your support and positive feedback regarding our recent changes of the area to safely drop-off/pickup students at the MS/HS complex. We have worked extremely hard to adjust our practices to provide an environment for our students, staff, and parent/family drivers to safely and appropriately enter or leave our school complex.

Our administrative team, with the support of the Tonawanda Police and Transpo Bus Services, have observed and guided the arrival and dismissal of students during this first week of our new procedures. We have observed minimal delays and few complications. Our students, staff, and many parents have recognized and welcomed these changes.

It is difficult for our school to deploy administrators and staff members, on a daily basis, to oversee these routine procedures for student drop-off and pickup. We are confident that your continued support and understanding of our new procedures will allow for continued safe and timely operations within this student drop-off/pickup area.

As we continue this new process and prepare for winter weather conditions, please be reminded that:

MORNING DROP-OFF

- If you are dropping off a student(s) on Fletcher Street from a parked position, please do NOT allow students to cross Fletcher Street and enter the drop-off area. All pedestrians should be crossing at designated crosswalks on Fletcher Street and entering our campus.
- Our busiest drop-off times are from 7:30 AM-7:45 AM. Thank you to those who have adjusted your schedule to avoid these high volume times.
- Anytime that you enter the drop-off area, **please remember to pull ahead to the furthest position in the drop-off area. This may be PAST the position that is immediately in front of the entrance door #3. All of our sidewalks conveniently access our school and door #3.**
- Please pull close to the car in front of you. Moving a few feet closer to the vehicle in front of you will allow for more cars to enter this area behind you.
- **Cars that do not pull to the furthest position in the drop-off area congest our entrance and cause delays for other cars that are attempting to enter this area.** Please be aware of your ability to help our process minimize delays for other vehicles behind you.
- Please consider not exiting your student(s) as you immediately enter the drop-off area. **Waiting just a few seconds and moving ahead in the drop-off area will allow for more vehicles to enter this area and avoid congestion on Fletcher Street.**

AFTERNOON PICKUP

- **Please pull ahead to the front of the pickup area.** This will allow the most number of cars to enter and use this area.
- Anytime that you enter the pickup area, **please remember to pull ahead to the furthest position in the drop-off area. This may be PAST the position that is immediately in front of the entrance door #3.**
- We will begin removing some of the cones separating the exit lane. This will allow for vehicles to enter the left lane more easily and exit this area.
- Please pull close to the car in front of you. Moving a few feet closer to the vehicle in front of you will allow for more cars to enter this area behind you.
- Please be aware of student(s) that have been picked up in the vehicle ahead of you. As their car moves to the left lane and exits this area **it is important that you move your vehicle ahead to the nearest position behind the vehicle in front of you as you await the arrival of your student(s).**
- **Within three minutes of student dismissal,** most cars are exiting this area with their student(s). Additional cars can access this area at this time. Please be aware of congestion on Fletcher Street for cars that are standing/waiting to enter this area.

Please enjoy an extended weekend as we celebrate and recognize Veteran's Day. We thank all of our Tonawanda veterans for their service and sacrifice for our community and nation.

Sincerely,



Timothy A. Oldenburg, Ed.D.
Superintendent of Schools



Michael Brown
High School Principal



David Sellan
Middle School Principal