

August 1, 2014

To: Longfellow Staff

From: Mary G. M. Hanson  
Director of Teaching and Learning and Longfellow Administrator

Welcome to the 2014-15 school year!

Longfellow School will again house three different programs: Early Ventures, Hand-in-Hand, and the ALC (Alternative Learning Center) as well as the Special Education district offices. This has worked well for our children, students, and staff; and we are looking forward to another good year.

Our security upgrades are in place and will continue this year. Please make sure you understand the after-hours entrance and alarm procedures. We will have five fire and five lockdown drills (a combination of stay put and duck and cover drills) during this year as well as a tornado/severe weather drill. Review the procedures with your students. Contact me if you have any questions or concerns about these drills.

Martha Donahoe, Laura Greenlund, and Nancy Kluver will be covering the front office this year. Stop in and greet them! We will have new staff in all the programs too.

If there is anything I can do to help you have a successful year, let me know!