



Heights Martin L. Murray Elementary School Wilkes-Barre Area School District

**1 South Sherman Street
Wilkes-Barre, PA 18702-5910**

Telephone 570 826-7255 Fax 570 819-5065

http://www.wbasd.k12.pa.us/heightsmurrayelementary_home.aspx

Mr. Aidan McKenna- Principal

Mr. Jack Rothenbecker- Guidance / Head Teacher

Ms. Mary Tranguch- Head Teacher



Heights-Murray Elementary School Welcome Packet 2023-2024

When does school start?

School begins for elementary students on Thursday September 7th

- **Students must arrive at school at 8:25 AM. Students will be dismissed at 2:30 PM. (more details about arrival and dismissal below)**
- **Parents wishing to have their child enroll in the Wilkes Barre Cyber Academy, must notify the principal, Mr. McKenna, or our district cyber school administrator, Mr. Gabriel by the first week of school. The Cyber Academy will provide students with access to grade appropriate curriculum at home, but this option does not provide live instruction from a teacher.**

DAILY Arrival

Bus students should be at their bus stop by 7:50 each morning.

Walkers should arrive at school by 8:25 AM. Doors will open for walkers at 8:25.

Homeroom & Free Breakfast will take place from 8:25-8:45 AM for all students

Instruction begins at 8:45 and students will be marked late after that.

Walkers/Parent Drop-Offs

***Kindergarten through 5th grade** walkers will enter the building at 8:25 AM at the front entrance on Sherman Street. *Our front driveway is closed from 8:00- 8:45. No vehicles will be allowed at that time. Please follow traffic rules around the school and do not block traffic during arrival or dismissal.

***All parents/guardians/adults must remain behind the yellow/black line for safety and organizational purposes.**

***Any student who arrives after 8:45 AM will be marked late. Late students must be signed-in at the main office.**

Notice of Discrimination

The Wilkes-Barre Area School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: The Wilkes-Barre Area School District Superintendent, 730 South Main Street, Wilkes-Barre, PA 18711-0375, (570) 826-7111

Breakfast/Homeroom

8:25-8:45 AM

All students will have free breakfast and attendance will be taken during homeroom.

Instructional Day/ Lunch

Instruction will begin at **8:45 AM** each day.

Students will receive a free 30 minute lunch somewhere between 11AM and 1PM as scheduled.

Dismissal

Kindergarten and 1st grade walkers will be dismissed to their parent or designated guardian beginning at 2:25 each day. Walker dismissal locations are based on the students home address as listed later in this packet.

2nd thru 5th grade walkers/ car riders, will be dismissed at 2:30 PM each day.

No student will be dismissed from school early after 2:10 PM. Doctor/dentist, etc. appointments should be scheduled prior to 8:45 AM or after 2:30 PM to avoid disrupting the educational process.

Bus students-Students will report to their assigned bus upon announcement. This will begin at 2:30 PM at the REAR GYM DOORS. Bus information can be found on Skyward Family Access.

Walkers/Parent Pick-Ups

***All parents/guardians/adults must remain behind the yellow/black line at the Front Entrance and cones at other exits for safety and organizational purposes. Please do not park in traffic lanes around the school.**

PLEASE SEE THE NEXT PAGE FOR WALKER DISMISSAL LOCATIONS BY STREET.

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Where will my child be dismissed from?

- **All students who would typically ride a bus, but are being transported by family will be dismissed from the NORTH DOOR on Amber Lane.** *Streets are not listed for bus streets, therefore, this indicates that the child will be dismissed from the NORTH DOOR. This must be requested to your child's teacher in writing.
- Any walker being picked up will still exit through the door based on their address.

Front Door-MAIN ENTRANCE/SOUTH SHERMAN STREET- (Kindergarten front door will be on the patio to the Amber lane side of the building.)

S. Sherman Street	N. Sherman Street		
S. Fulton Street	N. Fulton Street	Fulton Court	
S. Meade Street	N. Meade Street	Meade Court	Grove Lane
S. Empire Street	N. Empire Street	Empire Court	Hillside Street
Bethel Street	Coal Street #197-303	Cross Lane	Custer Street
Dock Lane	East South Street	Freeman Street	Joseph Lane #1-99
Logan Street	McFarlane Street	Myrtle Lane	New Market Street
Oakwood Lane	Opal Lane	Parkview Circle	Pershing Street
Rees Street #75-200	Reno Lane	Sheridan Street	Sylvanus Street
Taft Street	Wilkes Lane	Worth Lane	

North Door-AMBER LANE

Amber Lane	Carbon Lane	Coal Street #117-196	Dougher Lane
Hayes Lane	N. Grant Street	N. Hancock Street	North Welles Street
Walter's Way			

South Door-ROSE LANE

Armstrong Lane	Bethel Street	E. Market Street	E. Northampton Street #1-324
Garnet Lane	Lanning Lane	Midland Court	Park Avenue #1-99
Puritan Lane	Rees Street #1-73	Rose Lane	S. Baltimore Street
S. Grant Street	S. Hancock Street	S. Welles Street	S. Wilkes Barre Blvd.
Wayne Street	Winter Lane		

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SAFETY/SECURITY

Visitors

All visitors must remain in the lobby between the front doors until greeted by the office or security greeter.

*If the visitor must enter the building, a photo ID will be presented to the security greeter.

All visitors must walk through the metal detector.

School Resource Officer

Officer Sobocinski is the Heights-Murray Elementary School resource officer. Please contact Officer Sobocinski with any safety/security concerns or questions you may have (570) 826-7255, ext. 6108.

Health and Wellness Safety

Nurse Tracey Glynn-Roulinavage is the Heights-Murray Elementary School nurse. Please contact Nurse Tracey with any health/medical concerns you may have for your child (570) 826-7255, ext. 6115.

ADDITIONAL INFORMATION

Absences-All absences will initially be entered as Unexcused. A parent has **up to 3 days to submit the excuse to be changed properly**; no changes are made after the 3rd day even if a note is received after the 3rd day. Any student who is absent after 10 total days must have a medical practitioner's note for every subsequent absence. **Please review the attendance policy in the Elementary School Handbook on our website.**

Policies-The school district dress code, electronic device, and other policies may be found on the district website at www.wbasd.k12.pa.us

PARENT NOTES to SCHOOL-(Day care, information changes, etc.) If your child attends day care, before and/or after-school care, please send in a note stating which daycare and what days they will be attending. If your child is not attending daycare on a particular day, please send in a note stating that you will be picking the child up or that the child will not be riding the bus. Any child that is being dismissed from school early must bring a note to school that morning and give it to the teacher. *These procedures are in place for the safety of your child.*

Heights School Website-Check frequently

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