



PENFIELD

MONTESSORI ACADEMY

1441 North 24th Street
Milwaukee, WI 53205
Phone: 414.999.2330 Fax: 414.488.3967
Website: www.penfieldmontessori.org

August 14, 2020

Dear Penfield Montessori Families:

Heartwarming thoughts and well wishes are sent to all families that may have been impacted directly or indirectly by the Coronavirus Pandemic. To the extent possible, I hope that you are enjoying a wonderful and safe summer. There have been many exciting and new changes to our PMA School Family, including my hire as your new Head of School. I am honored to bring my talents and passion as a 27-year veteran Educator to help PMA continue to thrive in the cohort of University of Wisconsin-Milwaukee Authorized Charter Schools. **At my side is our newly hired Principal, Ms. Sangita Nayak, who brings a wealth of career experience as a Montessori Leader.** Together we aim to embrace and fulfill our organizational CORE VALUES and support students and families to meet your highest potential, individually and collectively.



- We welcome everyone with compassion and empathy, patience and kindness
- We focus on improvement while learning to better serve children and families
- We build trust and depend on partnerships to work as a team in meeting needs
- We are determined, motivated, and adaptable to get the job done right **and** well
- We bring our passion and commitment to our work to ensure best possible outcomes

While we are committed to our desire to reopen PMA with Live Classroom Instruction for all students, we must first [receive approval from The City of Milwaukee Health Department \(MHD\) to achieve a SAFE return](#). A key component of the MHD requirements is the order of an initial “Phase A: must allow for an all virtual/remote learning environment”. Our Leadership Team participated in a 9-week Collaborative with City Forward Collective to help prepare a thoughtful and safe school reopening plan for submission to MHD. We look forward to feedback and will keep you informed throughout the entire process.

In the meantime, we have informed all enrolled families about our 3-phased reopening plan for the 2020-2021 school Year based on MHD recommendations. For your convenience we are re-sending a copy of our Reopening Plan Diagram under cover of this letter. **In all phases the school attendance expectations remain the same: our academic day starts at 8:00 a.m. and ends at 3:00 p.m.** Please ensure that your child is in school each day, on time, well rested and ready to learn. On-time remotely means your child is logged in and engaging in morning class activities. On-time Hybrid and Live means your child is inside the school building and under the

care of assigned staff for transition to designated areas/classrooms in the building to start morning activities. To ensure your child is READY for learning, please monitor daily engagement and alert child's Montessori Guide to help support any needs or concerns that may arise.

Daily dismissal will start promptly at 3:00 p.m. or according to remote log off times written into each schedule. Please be prompt in helping us meet the demands of timely dismissal. Until further notice, our Penfield Enrichment Program (PEP) is closed. At minimum, we will provide one week's prior notice before transitioning to the next phase of our school reopening plan. We anticipate the ability to provide PEP Services to families upon entering Phase 2: Hybrid. Thank you for your understanding and flexibility as we adapt to MHD safety requirements to help prevent community spread of the Coronavirus. We have already implemented thoughtful and concise surveys to unite our school family in making difficult decisions for our school community. We will continue to offer additional opportunities for you to provide input and share your voice as we move forward in the school year.

PMA will provide Breakfast and Lunch Meal Service through all phases of our reopening. Families will be allowed access to contactless pick-up of student meals twice per week during Phase 1: Remote. A schedule is forthcoming soon about this option. Ms. Nayak, Principal, will also work with our Montessori guides to share class schedules and school expectations for participation academically, physically, socially, and emotionally as documented in our Family Handbook. Additionally, we have secured electronic devices to distribute to families who need them and Montessori Materials for use in the home during Phase 1: Remote. Please stay connected to our weekly PMA Newsletters that are emailed to all enrolled families on Fridays for more information and a timeline.

Please join me in welcoming additional PMA New Staff:

Children's House	Ms. Tami Reimer,	Learning Strategist
Elementary	Ms. Lisa Holewa,	Lower Elementary Montessori Guide
	Ms. Donna Cave,	Montessori Assistant
	Ms. Emily Behrendt,	Special Education Paraprofessional
Room 118: Yellow	Ms. Selena Cotto	Montessori Assistant
	Ms. Yvetta Dunomes-Hood,	Special Education Paraprofessional
Room 115: Aqua	Mr. Arthur Kimball,	Upper Elementary Montessori Guide
Office	Ms. Ginnie Kamp	Remote Instruction & Inclusion Specialist
	Mr. Henry Berry	Interim Receptionist
Facilities	Mr. Jon Wing	Facilities Specialist

We encourage your support throughout the school year. We invite your partnership and engagement by becoming a member of our Parent Ambassador Program. If you want to offer suggestions and ideas for improvement; plan school events and successful fundraisers; or, volunteer your service, please contact Amy Bontempo, Parent and Community Engagement Coordinator, at 414.999.2337 to join the committee and become involved. You may also email your interest to amybontempo@penfieldmontessori.org.

I look forward to working with each family individually and collectively to help secure options for success and healthy futures for all!

Sincerely,

A handwritten signature in cursive script that reads "Dr. Mora A. Anderson".

Dr. Mora A. Anderson
Head of School
414.999.2339
moraanderson@penfieldmontessori.org