

Kittery

School District

Truth & Knowledge

*Horace Mitchell Primary School
Shapleigh School
R.W. Traip Academy*

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December 16, 2020

Dear families...

The purpose of this communication is twofold. I have attached a letter addressed to all staff and families detailing a **new plan for December 21 and 22**.

Also, with just about a month remaining in Phase 2 of our Reopening Plan, it is time again to **consider Phase 3 and your student's status** beginning February 1st. To be clear, your options are for your student to:

- **Remain in his/her current situation (status quo)**
- **Change from his/her current situation to the alternative situation**

If you would like your student to remain in the status quo, you need not do anything. If are considering a change for your student for Phase 3, you will need to request that change by emailing your student's principal:

- **Mitchell Primary School** ~ Ms. Gamache
(agamache@kitteryschools.com)
- **Shapleigh School** ~ Mrs. Ellis (aellis@kitteryschools.com)
- **Traip Academy** ~ Mr. Drisko (jdrisko@kitteryschools.com)

You may make the request now for February 1st. **The deadline to request a change for Phase 3 is Friday, January 15th.** This will give us the time we need to evaluate class/cohort sizes, re-assign students, and coordinate bus changes with Ledgemere Transportation.

Do you have questions about this process? Your student's principal is the person to ask. Drop him/her an email, or better yet, call the school's office:

Mitchell Primary School ~ 207-439-1707
Shapleigh School ~ 207-439-2572
Traip Academy ~ 207-439-1121

Take care!



Eric Waddell
Superintendent of Schools