

SCHOOL DISTRICT OF HARTFORD JOINT NO. 1

DEDICATED TO THE SUCCESS OF EACH STUDENT

CITY OF HARTFORD, TOWNS ADDISON, ERIN, HARTFORD – WASHINGTON COUNTY • TOWNS OF ASHIPUN, RUBICON – DODGE COUNTY
HARTFORD, WISCONSIN 53027

May 4, 2020

Dear Hartford Jt. 1 Families,

I would like to provide you with some critical information and updates.

Student Belongings - During the next few weeks, the teachers will be allowed in the classroom on a rotation basis to gather students' belongings from the lockers, desk and throughout their rooms. The belongings will be bagged and a set procedure in place so parents/guardians can drive to the building for curbside pick-up at each school. The scheduled dates for pick-up are May 18-22. Please see the recommended schedule below.

- Monday, May 18, 9:00 AM - 1:00 PM: Last name beginning with letters A-H
- Tuesday, May 19, 9:00 AM - 1:00 PM: Last name beginning with letters I-P
- Wednesday, May 20, 9:00 AM - 1:00 PM: Last name beginning with letters Q-Z
- Thursday, May 21, 2:00 - 6:00 PM: Families unable to pick up during scheduled times
- Friday, May 22, 9:00 AM - 1:00 PM: Families unable to pick up during scheduled times

Medicine - The health room staff will also have any remaining medicine still in the schools ready for the curbside pick-up with student belongings. Please leave a message at the appropriate school with any questions:

- Central 262-673-8940
- Lincoln 262-673-2100
- Rossman 262-673-8040

Summer School - In June and July, there will be no in building summer school; instead, a virtual option will be offered.

Jump Start - This summer school program, which starts in August, is still under review. If the current public health emergency continues into the summer, Jump Start instruction will be canceled or offered through virtual and online learning.

Orchestra & Band Instruments - Students can keep their musical instruments over the summer. Eighth grade students that have completed their lessons for the year can return their instrument during the curbside pick-up time.

Computers - Students will be allowed to keep and use their District-issued computers over the summer. If families are planning to move before the start of the new school year, contact the technology department at 262-670-1678 or by email at covid-tech-help@hjt1.org. The eighth-grade computer collection will be scheduled in August.

Fee & Food Service Accounts - Balances left in accounts will roll over for the next school year. Payments will automatically be refunded for families of eighth grade students unless there are younger siblings in the District. In this case, balances will roll over for the next school year.

- **FEES** - If you are requesting a refund of fees, please make the request by calling 262-673-9033 (you may have to leave a message) or by email to cindy@hjt1.org.
- **FOOD SERVICE** - If you are requesting a refund of a food service balance, please make the request by calling 262-673-8048 (you may have to leave a message) or by email to seefeld@hjt1.org.

End of Year Recognition Programs - Virtual end of the year recognition programs will take place. Student awards will be mailed or delivered after the ceremony.

Please continue to monitor your email and the Hartford Jt. 1 website for updates and further information.

Yours in education,

Mark Smits, Ph.D.
District Administrator

CENTRAL MIDDLE SCHOOL 1100 Cedar Street Hartford, WI 53027 Phone: 262-673-8040 FAX: 262-673-7596	LINCOLN SCHOOL 755 S. Rural Street Hartford, WI 53027 Phone: 262-673-2100 FAX: 262-673-0148	ROSSMAN SCHOOL 600 Highland Avenue Hartford, WI 53027 Phone: 262-673-3300 FAX: 262-673-3543	DISTRICT OFFICE 402 W. Sumner Street, Hartford, WI 53027 District Administrator 262-673-3155 FAX: 262-673-3548 Business Manager 262-673-9033 FAX: 262-673-3548 Pupil Services Dir. 262-673-8042 FAX: 262-673-8045
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