

**Ottawa Elementary School**

109 Ottawa St  
Buchanan, MI 49107

**Ottawa Hours**

**Office hours:**

Monday—Friday: 8:00am-4:30 pm  
Saturday—Sunday: Closed

**School hours:**

Monday—Friday: 8:40-3:40 pm

**Breakfast:** Doors open @ 8:20 am

**Contact Information**

269-695-8409

Fax: 269-695-8426

[buchananschools.com/ottawa-elementary/](http://buchananschools.com/ottawa-elementary/)

**Superintendent:** Patricia Robinson  
[probinson@buchananschools.com](mailto:probinson@buchananschools.com)

**Principal:** Stacey Denison  
[sdenison@buchananschools.com](mailto:sdenison@buchananschools.com)

**Admin Assistant:** Marion Hurd  
[mhurd@buchananschools.com](mailto:mhurd@buchananschools.com)

**Board of Education**

All meetings begin at 6:00 pm

Upcoming Meetings:

***December 14th***

See district website additional for information

**MESSAGE**

**FROM**

**MRS. DENISON**



.Dear Families,

As we return to in person learning on December 7th, I would like to thank you, along with grandparents, siblings, aunts and uncles that pulled together to help our staff and Little Bucks during the past few weeks of remote learning. Remote learning is challenging for our young learners, so everyone's help was greatly appreciated.

There are many school activities that were cancelled, postponed or will look a little differently this year. Our Thanksgiving dinner with families, trips to the tree farm, and an in-person visit from Santa to name a few. Although this may cause some disappointment, we will do our best to make this a special time of year for our Little Bucks!

I wish everyone health and happiness in the new year!

Stacey Denison, Principal



**PTO Virtual Meeting**

**December 8th**

[meet.google.com/baj-nofm-muq](https://meet.google.com/baj-nofm-muq)

Join by phone

+1 609-701-1327

PIN: 450 024 890#

Join our Ottawa PTO Facebook Page!

Ottawa Spirit Wear Pick Up date will be announced soon, stay tuned!

**Schedule of Events**

**December**

8 Virtual PTO Meeting 6:30 pm

14 Virtual Board of Education Meeting 6:00pm

17 Preschool Classroom Holiday Celebrations

18 K/1 Classroom Holiday Celebrations

21 Winter Break Begins

**January**

4 School Resumes

5 Virtual PTO Meeting 6:30 pm

*The Ottawa Staff would like to wish you and your family a very happy holiday and New Year!*



**Little Bucks of the Week**



Each week students will be chosen from classrooms to appear on the Little Bucks of the Week wall as an outstanding Little Buck! Those that are chosen exemplify the Buck 3 - Be Respectful, Be Responsible, and Be Safe! Their picture will be placed on the wall and they will receive a signed certificate!

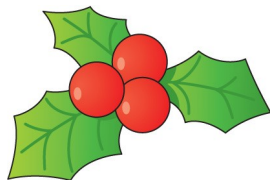
Just another way we are focusing on the positive and recognizing excellent behavior!





## Virtual Visit from Santa

Santa will pay Ottawa students a visit virtually to make sure they are being extra good and a chance to share what they would like for Christmas!



## Picture Retake Day

Lifetouch is unable to set a retake day with us until after the holiday break. As soon as we know when this will be, we'll be sure to get the information out to you!



## WE FEEDBACK!

*"Feedback is not advice, praise, or evaluation. Feedback is information about how we are doing in our efforts to reach a goal."*

Grant Wiggins

The Ottawa School Family works hard every day to make our school the best it can be. Please tell us how we're doing! To submit your feedback, please contact Stacey Denison by phone (269-695-8409) or email [sdenison@buchananschools.com](mailto:sdenison@buchananschools.com)  
We appreciate it!

## *Do you know someone that may be interested in being a crossing guard?*

Both Permanent and Substitute applications can be picked up at the Buchanan Police Department. Contact Diana at (269)-695-5120 for questions. Drug Screening and Background Checks required.

The hours vary depending on the corner you are assigned, however, typically you can depend on roughly 7:45am-8:45ish and then at 2:45-no later than 3:45/4:00. Again this depends on which corner you are assigned. 2 hours a day/20 hours a pay period.

If you received a form from Food Services, please make sure to fill it out and return it by December 11th.

If you have questions, please contact our Food Service Director, Rebecca Kaltbach 695-8415



## Can I Send My Child To School?

Students should not go to school or any school activities or sports if having symptoms of COVID-19. If they start having symptoms of COVID-19 while at school, they will need to be sent home. They may return based on the guidance for their diagnosis.

As long as there are cases of COVID-19 in the community, there will be no way to prevent all risks of COVID-19 spread in schools. The goal is to keep children in optimal learning environments, while reducing COVID-19 risks.



**If your child has been placed into isolation or quarantine for COVID-19, they may not attend school.**



### DOES YOUR CHILD HAVE SYMPTOMS OF COVID-19?\*

(If new, different, or worse than any longstanding conditions)

- Temperature 100.4 or signs of fever (chills/sweating)
- Sore throat
- New uncontrolled cough that causes difficulty breathing
- Diarrhea, vomiting, or abdominal pain
- New onset of severe headache



**Stay Home**

If "YES" to any symptoms present, student should stay out of school until they meet criteria for return based on their symptoms.

**OK to attend school**



If "NO", student can go to school. Always monitor your child for symptoms before the start of the school day.

If you are asked to get a medical evaluation for your child, you may call your health care provider, or to follow up with a local clinic or urgent care center. While testing is not required, students may need to be excluded from in-person instruction for a longer period of time.

Version: 7/31/2020

DISCLAIMER: This information was developed based on the latest information, but is subject to change at any time.