

# **Windsor Elementary**

**Principal Craig Jensen**

1315 North Main Street

Orem, Utah 84057

801-610-8124

## ***Prepare-Inspire-Empower Lifelong Learners***

May 20, 2014

Dear Windsor Parents,

With the end of the school year coming quickly, I want to make you aware of some adjustments in the schedule for the last week of school.

*The times for our students are listed below:*

<i>Grade Level</i>	May 26- Monday	May 27- Tuesday	May 28- Wednesday	May 29- Thursday	May 30 Friday
<b><i>Small Group Pre-School</i></b>	No School Memorial Day	Regular Schedule	Regular Schedule	Regular Schedule <b>Last day of school</b>	No School
<b><i>Pre-School</i></b>	No School	Regular Schedule	9:30-11:45 12:15-2:30	9:30-11:45 <b>Last Day of School</b>	No School
<b><i>Kindergarten</i></b>	No School	Regular Schedule	9:30-11:45 12:15-2:30	9:30-11:45 12:15-2:30	8:15-9:45 <b>Last Day of School</b>
<b><i>1<sup>st</sup>-6<sup>th</sup> Grade</i></b>	No School	Regular Schedule	8:15-2:30	8:15-2:30	8:15-9:45 <b>Last Day of School</b>

*We will be sending home report cards with the students on Friday, May 30. If your student(s) are going to be gone that day, please send a self-addressed stamped envelope and we will send your student(s) report card to you in the mail. Report cards will not be available to the students prior to Friday, May 30.*

We have had a great year here at Windsor Elementary and I look forward to next year. I hope all of you have a wonderful and safe summer vacation.

Sincerely,

Craig Jensen  
Principal

