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# MONMOUTH BEACH SCHOOL

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Michael E. Ettore, Superintendent  
Joshua DeSantis, Assistant Principal  
Linda Considine, Business Administrator

May 7, 2018

Dear MBS Families,

In an effort to further tighten building security and minimize the amount of visitors entering the building, a second cart has been placed in the vestibule area inside the main entrance. The purpose of the second cart is for items being being dropped off other than lunches. The lunch cart will remain in the vestibule for all grade levels, but the additional cart will be utilized for any other item (i.e. sports equipment, instruments, homework, assignments, books, projects, jackets, sneakers, etc.). Name tags and a pen will be placed near the carts for people to use to label the items being dropped off. We will use the lunch/recess period as well as dismissal as the times to make sure students receive the items being dropped off. This will ensure minimal classroom interruptions and teach our students the responsibility of being fully prepared for school. Exceptions will be made for items such as eyeglasses or medication.

This new practice will go into effect as of tomorrow, May 8, 2018.

Thank you in advance for your cooperation with this change and please let me know if you have any questions.

Respectfully,

*Michael E. Ettore*

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Principal/Superintendent