



1 TROJAN PLACE, SUITE B  
ST. LEON, INDIANA 47012  
PHONE: 812-623-2291  
FAX: 812-623-3341  
[www.sunmandearborn.k12.in.us](http://www.sunmandearborn.k12.in.us)

DR. ANDREW JACKSON  
Superintendent

CINDY MORTON  
Director of Student Services

DUSTY BURRESS  
Director of Support Services

MARY ANN BAINES  
Director of Financial Services

April 23, 2020

Dear Sunman-Dearborn Community Schools Parents:

I hope this letter finds you well. I hope you are taking care of your family, neighbors, friends, and each other. Each day, during this difficult time, I am reminded of how vital our school corporation is to our community, parents, and students. I want to thank all of you for your efforts. I know this is not easy - trying to juggle all the day-to-day activities of a family, work, and now learning from home. Thank you for partnering with us as we get through this. Please do not hesitate to reach out for help. We are here for all of you. Please remember, we are in this together. #InThisTogether

Please take a moment to review some important updates below.

### **Building Office Hours**

As a reminder, each school building will be open on Monday and Thursday from 9:00 AM - 2:00 PM with a minimal staff working. All parents are asked to call during office hours, or email the administrative assistant or principal for assistance or to schedule an appointment. Access to the building will be limited to essential employees and scheduled visitors only. You can access an email and phone directory on each school's webpage. **The best way to contact a school is to email the principal.** If you do not have the principal's email, it can be accessed through a form on our website - [www.sunmandearborn.k12.in.us](http://www.sunmandearborn.k12.in.us).

### **Kindergarten Registration**

Kindergarten Registration will be completed on-line for the 2020-2021 school year. It will be a two-step process. The first step is to complete the initial online Kindergarten Registration. You can access the online Kindergarten Registration form directly at:

### **[Online Kindergarten Registration](#)**

In early June, you will receive a letter sent to the email submitted on the form with a unique code and instructions on creating a PowerSchool Parent Portal account. You will access your PowerSchool Parent Portal Account to complete the registration process.

Kindergarten Orientation will take place on the first day of school on Wednesday, August, 5, 2020. A parent or guardian will be asked to bring the Kindergarten student to school and attend the parent orientation session which will consist of lunch account information, bus information, a

question and answer session, and an opportunity to bring your child's immunization records and birth certificate.

### **New Student Registration**

Similar to Kindergarten Registration, New Student Registration will be completed on-line for the 2020-2021 school year. It will also be a two-step process. The first step is to complete the initial online New Student Registration. You can access the online New Student Registration form directly at:

#### **[Online New Student Registration](#)**

In early June, you will receive a letter sent to the email submitted on the form with a unique code and instructions on creating a PowerSchool Parent Portal account. You will access your PowerSchool Parent Portal Account to complete the registration process.

### **In-District and Out-of-District Transfer Application**

For the 2020-2021 school year, both in-district and out-of-district applications will be submitted online. If you have already submitted a paper copy, you do not need to re-submit online. To apply for a transfer, please click on the appropriate form link:

#### **[In-District Online Application](#)**

#### **[Out-of-District Online Application](#)**

### **3rd Quarter Report Cards**

3rd Quarter report cards have been posted in the PowerSchool Parent Portal. You are able to access the report card by logging in and clicking on Report Cards on the left hand menu. If you have any issues, please contact your building principal for assistance.

### **Student Items/Chromebook Returns**

We are still waiting for more guidance regarding social distancing requirements in May. More information will be coming in early May regarding a plan for student items left at school and returning the Chromebook.

### **Prom**

The East Central High School Prom previously scheduled for April 17, 2020, has been cancelled. It will not be rescheduled for May or later this summer. Instead, the Class of 2020 will be permitted to attend Prom in 2021.

### **Graduation**

After much consideration, we have reluctantly decided we will not be able to have a traditional graduation. The East Central High School Graduation Committee is meeting to develop a plan for a virtual graduation ceremony. The virtual graduation will be broadcast on YouTube on June 7th at 2:00 PM during the regular graduation date and time. After the broadcast, it will continue to be available for viewing on YouTube. In addition, all seniors will receive a free yard sign

sponsored and paid for by Student Council. More information, including how to get your yard sign and how seniors will participate in the virtual ceremony will be coming in the next two weeks.

### **School Campuses**

As a reminder, both Dearborn County and Ripley County continue to be under a Level Orange travel advisory. Due to this, all school campuses are closed.

### **COVID-19 Webpage**

As a reminder, this letter and all other supporting documents and links can be found at the Sunman-Dearborn Community Schools COVID-19 webpage at:

<https://www.sunmandearborn.k12.in.us/information/covid-19>.

Thank you again for your patience and understanding. As always, please contact me with any questions.

Sincerely,

A handwritten signature in black ink that reads "Andrew Jackson". The signature is written in a cursive style with a large, looped initial "A".

Andrew Jackson  
Superintendent