



Michelle Dutrow
Superintendent
516 Allport Cutoff
Morrisdale PA, 16858
Phone - 814.345.5615 x 4000
Fax - 814.345.5220
www.westbranch.org

Michelle Dutrow, Superintendent

March 16, 2020

Parents and Families:

In an effort to provide for the continued health and safety of our community's children, we are undertaking and/or partnering on the following:

1. Breakfast/Lunch Feeding Program: Starting tomorrow, Tuesday, March 17th, we will be offering a free Grab-n-Go lunch for every child (Ages 2-18) Monday - Friday. The bagged lunch will include a breakfast for the next morning. The bagged meals may be picked up at the school between the hours of 11:00 a.m. and 1:00 p.m. This will be a drive-up arrangement so there is no need to leave your vehicle. District Office staff will be present to confirm student numbers by family and Security will direct traffic. If you are planning to come for bagged meals, please email the Superintendent Office at kwoodring@westbranch.org by 8:00 a.m. each morning with the number of bagged meals you need for the children living in your home. We will provide the bagged meals regardless if you sign up but we need some sort of a ballpark number for meal prepping purposes.
2. Student Medications: We are aware that many families are in need of their child's medication or medical supplies that we have stored at the school. This may include medications, inhalers, epipens, diabetic testing kits, etc. Staff will be at the school this week on Tuesday, March 17th and Thursday, March 18th to return these items. This will be a drive-up arrangement so there is no need to leave your vehicle. The pick-up will be from 11:00 a.m. - 1:00 p.m. at the Administrative entrance on the football stadium side of the building. You will need identification and will be required to sign-off upon receiving your child's medical items.

If you are coming to the school for any of these reasons this week, please be patient with us. This is a new experience for us and essential staff is working very hard to be responsive to your needs. We are unsure if this will result in a small or large response. Our goal is to continue to offer a high level of care for our community's children.

Sincerely,
Michelle Dutrow
Michelle Dutrow
Superintendent of Schools