

WELCOME TO SAMUELSON

We are so excited to have the opportunity to educate your child. We want you and your child to be as prepared as possible for school. This document has a lot of important information. We hope you find it helpful. Again, welcome!

Samuelson Office Staff

Cindy Roerig, Principal cindy.roerig@dmschools.org

Amy Wiegmann, Associate Principal amy.wiegmann@dmschools.org

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Brooke Wehrman, Nurse brooke.wehrman@dmschools.org

Address and Phone Numbers

Address: 3929 Bel Aire Road, Des Moines, IA 50310

Phone Number: (515)242-8441

Fax Number: (515)323-8642

Online Information



[samuelsonDMPS](https://twitter.com/samuelsonDMPS)



<https://www.facebook.com/samuelsondmps>

Email: samuelson@dmschools.org

Website: <https://samuelson.dmschools.org/>

Parent Portal: <https://sis.dmps.k12.ia.us/campus/portal/desmoines.jsp>

If you do not know your Parent Portal information, please contact us at (515)242-8441 or samuelson@dmschools.org.

Our website is full of information. Check out our website, Facebook, Twitter, and your Parent Portal for up to date information.

We have monthly digital newsletter that is sent out via your Parent Portal, Facebook, Twitter, and it is on the Samuelson website every month. Samuelson News will have lots of information about what is going on within our school. Check it out, it is worth a read!

The link to the digital newsletter page on our website is:

<https://samuelson.dmschools.org/resources/digital-newsletter/>

School Hours

Doors open at 7:30 in the morning. School hours go from 7:45 – 2:40. Children cannot enter the building before 7:30. It is important that your child arrives to school on time and is picked up in a timely manner.

Attendance

If your child will be absent or late, please call our office at (515)242-8441 or email us at samuelson@dmschools.org by 8:15 AM the morning of their tardy or absence. Students must be in their classroom by 7:45 AM or they will be counted tardy.

Arrival & Dismissal

If you are dropping off your child in a car, please enter on Lindlavista Way. You can drop off along the sidewalk of the school. The area in front of Samuelson, along Bel Aire Road, is reserved for buses and daycare vans only. Stay on the right side of the road as you drive along Bel Aire. For the safety of your child and other drivers, do not make U-turns in front of the school. This will help traffic move as quickly and smoothly as possible.

If you are picking up your child in a car, enter on Lindlavista Way or Crestmoor Place. **Stay in your car in the car line.** Your child will line up on the sidewalk at the side of the school. When it is your turn, a teacher will place your child in your car. You may then pull forward or around as directed by staff. You must turn right on Bel Aire Road at dismissal time. The area in front of Samuelson, along Bel Aire Road, is reserved for buses and daycare vans only.

Please do not park along Lindlavista Way. One lane must stay open on Lindlavista Way for the car line and emergency vehicles. If you need to park and leave your car, you may park on Bel Aire Road or Crestmoor Place. Be kind to our neighbors and do not block their driveways.

