



Johnstown Elementary School
200 Leafy Dell Road
Johnstown, Ohio 43031

Roben Wagoner, Principal
Amanda Douglass, Dean of Students
740-967-5461

July, 2025

Dear Johnstown Elementary Families,

I am so honored to serve this community as principal of Johnstown Elementary School. This is my thirty-eighth year in education and twenty-second year as a principal. Johnstown Elementary is truly a special place. We have an amazing staff, awesome students, and supportive parents. I truly feel this is the best job in the world!

Important Back-to-School Information

As we prepare to kick off another great school year at **Johnstown Elementary School**, please take a moment to review the important information below:

Building Walk-Through: During our **Building Walk-Through on Tuesday, August 12th from 4-5 PM**, students will have the opportunity to meet their teacher and visit their classroom in preparation for the first day of school.

In addition, representatives from **Community Bus Services** will be available on-site to answer any questions related to bus routes or transportation. Remember we have an Opt-In System. [Student Transportation Form Reminder 2025](#)

Important items distributed during Building Walk-Through include:

- **Dismissal Cards** - Required for carline pick-up. These will be distributed by each homeroom teacher.
- **Student Name Tags** - Students are asked to wear these during the first few days of school to assist with a smooth arrival process. Nametags will be available for pickup in your child's homeroom.

Grade Level Parent Curriculum Nights- New this year. Parents will have the opportunity to learn about the curriculum and classroom expectations at a *Grade Level Parent Curriculum Nights*.

- **Thursday, August 21:** 6 PM 3rd Grade Parent Curriculum Night
 - **Tuesday, August 26:** 6 PM Second Grade Parent Curriculum Night
 - **Thursday, August 28:** 6 PM KG and First Grade Parent Curriculum Nights
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Returning Student Forms - Action Required

All families — including those who have recently enrolled or are new to kindergarten — must complete the **Returning Student Forms** in the **PowerSchool Parent Portal**. These forms are required **annually** and must be completed in **July or August**, regardless of previous submission.

 [Click here](#) to complete the online forms. You **MUST** go to returning student forms and complete forms A-G. Most of your answers will remain the same, but this is required each July/August prior to school starting.

I will be reviewing submissions daily. Beginning **August 5**, I will begin sending teacher assignment emails to families who have completed *all required forms*. Please note that with nearly 500 students, this will be a multi-day process — your patience is appreciated.

➡ Families who do **not complete the forms before August 11** will be asked to do so during the **Building Walk-Through**. Classroom assignments will be provided **after** form completion at that time.

* **Reminder:** Families who submit forms **after 5:00 PM on August 11** will receive their child's teacher assignment during the Building Walk-Through event, not via email.

Thank you for your attention to this important start-of-year requirement. Your timely completion helps us ensure a smooth and well-prepared start for all students.

Breakfast and Lunch

To view menus, manage food service accounts, or make payments, please visit the [Meal Magic Family Portal](#).

We encourage all families to create a Meal Magic account. This will allow you to:

- View account balances
- Review purchase history
- Make deposits
- Transfer funds between siblings
- Set parental controls for purchases



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Note: All electronic payments must be made through the Meal Magic Family Portal.

School Supplies

This year, the district will bulk-purchase **all school supplies** for students. Families only need to provide a **backpack** (no wheels, please).

First Day of School

- **Grades 1-3:** First day is **Wednesday, August 13th**.
- **Kindergarten:** Students will follow a staggered start schedule:
 - **August 13:** Last names A-G
 - **August 14:** Last names H-M
 - **August 15:** Last names N-Z
 - **August 18:** *All kindergarten students attend*

This gradual start allows students to ease into school in smaller groups.

Arrival and Dismissal - [Click here to view full arrival and dismissal procedures.](#)

- Students may enter the building starting at **8:10 a.m.**
- **Car riders** should remain in vehicles until drop-off begins.
- **Walkers** will enter through the **Commons door near the playground**.
- **Bus riders** will remain on the bus until 8:10 a.m.

To help staff assist during arrival, **students should wear the provided name tags** for the **first three days of school**.



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Due to parking limitations and to ensure student safety, **only kindergarten parents** may walk their child to the classroom on the first day.

Welcome New Staff Members!

Please join us in welcoming the newest additions to our team:

- **Kindergarten:** Ms. Wiggins
- **First Grade:** Mrs. Abbott (formerly in Kindergarten)
- **Second Grade:** Mrs. Bullard
- **Intervention Specialist:** Ms. Driver
- **EL Teacher:** Mrs. Hamilton (moved from grade 1)
- **Building Substitute:** TBD.

If you have any questions, please email me at rwagoner@jmk12.org. I will send a follow-up message the first week of August as a reminder.

We're looking forward to a fantastic year of learning and growth at Johnstown Elementary!

Together We Learn,

Roben Wagoner
