



HEMPFIELD AREA SCHOOL DISTRICT  
4347 Route 136, Greensburg, PA 15601-9315  
(724) 834-2590

Dr. Tammy S. Wolicki  
*Superintendent*  
Dr. Mark A. Gross  
*Assistant Superintendent  
Secondary*

Dr. Matthew R. Conner  
*Assistant Superintendent  
Elementary*  
Mr. Wayne J. Wismar  
*Business Manager*

*Committed to Educational Excellence*

March 16, 2020

Dear Future Spartan Parents:

We are very excited to have your children join us in the 2020-2021 school year. Unfortunately, due to the current COVID-19 situation, we are not going to hold our typical kindergarten registration process scheduled for next week.

In lieu of formal face to face school registrations, Hempfield Area School District will be collecting the required registration documents from parents in the following manner:

- A. Parents can scan the required documents and email them directly to the following addresses:
  - Fort Allen - Mrs. Lisa Plesz; [pleszl@hasdpa.net](mailto:pleszl@hasdpa.net)
  - Maxwell - Mrs. Paula Carr; [carrp@hasdpa.net](mailto:carrp@hasdpa.net)
  - Stanwood - Mrs. Amy Leonard; [leonarda@hasdpa.net](mailto:leonarda@hasdpa.net)
  - West Hempfield Elementary - Mrs. Sheri Pavsek; [pavseks@hasdpa.net](mailto:pavseks@hasdpa.net)
  - West Point - Mrs. Maria Yatsko; [yatskom@hasdpa.net](mailto:yatskom@hasdpa.net)
- B. Parents can send the required documents via United States Postal Service to their school at the following addresses:
  - Fort Allen - Attn Mrs. Lisa Plesz; 560 Baltzer Meyer Pike, Greensburg, PA 15601
  - Maxwell - Attn Mrs. Paula Carr; 1101 Old Salem Rd, Greensburg, PA 15601
  - Stanwood - Attn Mrs. Amy Leonard; 255 Arona Rd, New Stanton, PA 15672
  - West Hempfield Elementary - Attn Mrs. Sheri Pavsek; 469 Wendel Rd, Irwin, PA 15642
  - West Point - Attn Mrs. Maria Yatsko; 533 St Andrews Dr, Greensburg, PA 15601
- C. Parents can send the required documents in a sealed envelope with another son or daughter to the building secretary (this option is available only if school is in session)
- D. Parents can drop off the completed packets to the Administrative Office at 4347 Route 136, Greensburg, PA 15601. Packets must be complete (use designated drop box).

#### **Required Documentation:**

1. Completed Enrollment packet - If you do not have an enrollment packet:
  - a. It is available on the district website: [www.hasdpa.net](http://www.hasdpa.net) under Enrollment
  - b. You can retrieve a packet at the Administrative building at 4347 Route 136, Greensburg PA 15601. Please take appropriate school from the designated area.
  - c. If you have a child in an elementary school, you can request that it be sent home with the child. Email the building secretary (see above; this option is only available if school is in session)
2. Copy of parent identification
  - a. **If applicable, scanned copy of custody order or notarized Guardianship Affidavits** by the resident and parent/guardian. Please call or email Lisa Maloney (724-850-2229/ [maloneyl@hasdpa.net](mailto:maloneyl@hasdpa.net)) or Donna Loy (724-850-2224 /[loyd@hasdpa.net](mailto:loyd@hasdpa.net), if any questions arise.

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Mike Alfery  
Sonya Brajdic  
Jennifer Bretz  
Diane Ciabattini  
Vince DeAugustine

*School Board*  
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3. Proof of residency - If the parent/guardian is not able to present two of the acceptable documents listed below, please complete [Multiple Occupancy](#) forms that will need to be notarized. Please scan two (2) of the following items. *If you are not comfortable sending copies of the following items, you can bring them to Transition Night for verification.*
  - a. Deed/Lease
  - b. Current utility bill
  - c. Current credit card bill
  - d. Drivers License/DOT ID
  - e. Vehicle Registration
  - f. Insurance Card
  - g. Pay Stub
  - h. Property Tax Bill
4. Birth Certificate
  - a. Please send a copy of your child's birth certificate. *You will also be asked to present the original copy at Transition Night for verification.*
5. Immunization Records
  - a. Please send a copy of your child's up to date immunization records (Required immunizations listed in the packet).

At this time, the elementary [transition nights](#) are still planned to be scheduled as follows:

Fort Allen Elementary	May 7, 2020	6:30 PM-8:00 PM
Maxwell Elementary	May 7, 2020	6:30 PM-8:00 PM
Stanwood Elementary	May 13, 2020	6:30 PM-8:00 PM
West Hempfield Elementary	May 13, 2020	6:30 PM-8:00 PM
West Point Elementary	May 7, 2020	6:30 PM-8:00 PM

Thank you in advance for your assistance in this matter. Please do not hesitate to reach out with any questions or concerns to Dr. Matthew Conner ([connerm@hasdpa.net](mailto:connerm@hasdpa.net) / 724-850-2223) or Dr. Lisa Maloney ([maloneyl@hasdpa.net](mailto:maloneyl@hasdpa.net) /724-850-2224).

Sincerely,



Dr. Matthew Conner  
Superintendent of Elementary Education



Dr. Lisa A. Maloney  
Supervisor of Pupil Services