

Kaye M. Breon Principal	Tiger Tales 	Brian Vanisko Assistant Principal
West Friendship E.S. 12500 Frederick Road West Friendship, MD 21794 P: (410) 313-5512		Web Site: http://wfes.hcpss.org/ School Hours: 9:15 a.m. - 3:45 p.m.

September 11, 2020

From Our Administrators

Dear West Friendship Elementary Families,

Congratulations to our students, staff, and parents on a successful first week of school! Together, we navigated new technology, connected virtually, and established new school day routines at home. We appreciate your partnership with our staff as we launch what we know will be a great school year.

The school staff worked so hard these past few weeks to learn how to truly engage and connect with students for meaningful virtual learning experiences. The parents and students worked so hard and were patient with the little bumps along the way as we got started this week. We are grateful for all of you! Please continue to let us know what is working well and not so well. We value your feedback and use it to help adjust our communication, provide supports, and make adjustments. We are looking forward to seeing how we all grow together over the upcoming weeks.

If you have any school related questions or concerns, please do not hesitate to contact us. We are available by email and by telephone, 410-313-5512.

Principal, Ms. Kaye Breon kaye_breon@hcpss.org

Assistant Principal, Mr. Brian Vanisko brian_vanisko@hcpss.org

Principal's Secretary, Mrs. Penny Smith penny_smith@hcpss.org

Teachers' Secretary (Registration) Mrs. Colleen Green colleen_green@hcpss.org

School Nurse, Mrs. Beth Collora Elizabeth_collora@hcpss.org

School Counselor, Mrs. Leslie Schnebly leslie_schnebly@hcpss.org

Yours in Education,

Ms. Breon and Mr. Vanisko

School News

Who Do I Email When My Child Will be Absent from Virtual Learning?

WFES teachers will be taking attendance for each virtual learning session. If your child is absent or will be absent from a virtual session, please send an email to WFESAbsence@HCPSS.org with your child's full name, the date of absence, and the reason for the absence. Parents have five days to submit an absence note/excuse.

Virtual Instruction Responsibilities, Expectations and Best Practices

A successful virtual instruction program for the 2020-2021 school year requires [collaboration and shared responsibilities](#) among students, educators and families.

Google Meet Expectations for Students and Parents/Guardians

To ensure a positive, productive and enjoyable learning experience for all participants, it is important that all students and parents/guardians adhere to these [Google Meet Expectations](#), which include online behaviors for students and privacy guidelines for parents.

Virtual Instruction Student Tip Sheet

A [downloadable tip sheet](#) was created for students and parents or guardians to use for quick access to login information, course meeting codes, and instructions for logging in to platforms. *Students - Don't forget to check your "to-do" list area in Canvas for new announcements, Google events and assignments that are due. Once a task/event is complete, be sure to click on the "x" next to the event so that your upcoming assignments/events will appear at the top of the list.*

Emailing Teachers

If you need to contact your child's teacher during the school day, please email them directly. All staff email addresses can be found on our school [website staff page](#). Please be mindful that teachers will not be responding to emails during live, synchronous instruction. If you have a technology question, please visit the HCPSS [Virtual Instruction Technology Support](#) page. You may also call the West Friendship front office, 410-313-5512.

Family File

The Family File has not been completed for 36 students at West Friendship Elementary! It is required that all families, including returning families, verify or update information for every child in the family, every school year. Please Note: Although schools remain virtual through 1/28/21, it is important that we have up-to-date emergency contact information for each student, in the event that our staff need to communicate directly with our families.

- You can access the Family File by logging in to HCPSS Connect at www.hcpss.org/connect/. Parents who are new to the Howard County Public School System will receive a welcome email with instructions on how to activate an account. Once you have logged into the [HCPSS Connect](#), select the Family File tab on the left-hand side, and then select the blue underlined "Family File" towards the center of your screen. Once logged in, parents/guardians will be asked to provide, update, or confirm the following information:
 - Student Information
 - Parent/guardian Contact Information
 - Emergency Contacts
 - Medical Information
 - Media Release (photo approval)
 - Data Confidentiality
 - PTA/PTSA Directory
- Please note, if the section you are looking for is not allowing you to move forward, then there is a question/checkbox on that page that may still need to be addressed. Please make sure to re the prompts at the top of each tab, and click to expand each section.
- Parents who have forgotten their login credentials may click the "Forgot Password" link on the sign-in page.

- If a parent completed the Family File **prior to August 10th**, the information entered was attached to the 2019-2020 school year and the Family File will be considered incomplete.

HCPSS News

[HCPSS News emails and text alerts](#) keep families up-to-date on news and events, and delivers real-time notices of emergency closings and information. All HCPSS News subscriptions are generated from the information provided in Family File and have been automatically updated for the 2020-2021 school year. Parents/guardians new to the system are automatically enrolled for email notification, and [must opt in to text alerts](#).

School Calendar

Make sure you know important dates on the [2020-2021 academic calendar](#). There are no printed calendars; you may view the online calendar and/or download printable calendar PDFs on our website. The calendar is subject to change.

Updated Information on Meals

Meals will be provided at no cost to all students through December 31, 2020, subject to U.S. Department of Agriculture funding availability. The food services program during the 2020-2021 first semester (September 8, 2020-January 28, 2021) will consist of Grab-and-Go meals served Monday through Friday from 8–9 a.m. and 10:45 a.m.–12:45 p.m., beginning Tuesday, September 8. Breakfast and lunch can be picked up at either meal time. [More information](#) can be found online.

FARMS Applications

Applications for the [Free and Reduced Meals program](#) for the school year 2020-2021 are available online in multiple languages and paper copies are available at all meal sites, effective 9/8/20. Please [use this document](#) for strategies for increasing FARMS awareness and participation.

Change of Address

A change of Address cannot be made through Family File. If you have recently moved, please contact your child's new school as soon as possible. As we are preparing for the upcoming 2020-2021 School Year, it is imperative that we have accurate addresses on file for all of our students. If you have moved, and have not provided us with your updated information, we ask that you email the following documents to Mrs. Green at Colleen.Green@hcpss.org

- A completed change of address form
- A copy of your new lease or deed
- A copy of a current utility bill with your new address

Learning at Home Tips

Below are some tips that you may find helpful or useful as you prepare your child for this year of learning. We recognize that all families are at a different place at this time in terms of school readiness, but for those of you who are curious as to ways you can support your child, we have compiled a beginning list for you.

- **Provide a designated learning space for your child.** This will help your child with understanding that school is important. If your child has their own area that is strictly for their schooling, they are less likely to be distracted and it will help your child get in the zone for learning. This can be a small table, a small TV tray, a

corner table in a kitchen, etc. Please do whatever works best for you, however, we recommend that this area has a “permanent” spot in the house.

- **Within the designated space, have organized items that your child will be able to find, put away and use.** This will allow students to work in their area without needing to leave it to find needed materials.
- **School box** or bin for crayons, pencils, scissors, glue and markers
- **Headphones** are helpful to avoid distractions to others AND they will block out distractions from the house
- **Small whiteboard or thick paper in sheet protectors** and black expo markers. Often teachers will ask your child to hold up their work and paper can be hard to see in an online format.

Mark Your Calendars ****Google Meet codes will be sent for events****

- Mon., Sept. 14** **WFES PTA Night at Tony’s Pizzeria – 11am to 9pm**
- Tues., Sept. 15** **Band & Strings Night for Parents & Students – 6:30pm**
- Mon., Sept. 28** **Schools & Offices Closed – Yom Kippur**
- Tues., Oct. 6** **WFES PTA Night at Chipotle – 10:45am to 10pm**
- Fri., Oct. 16** **Schools Close 3-Hrs Early – Prof. Work Day**

PTA News

Membership

Thanks to everyone who joined us for our virtual PTA meeting last night! PTA Member Registration is open; just follow the link and become part of the PTA!

<https://wfespta.com/join/pta-member-registration>

WFES PTA Back to School Virtual Scavenger Hunt

Gather your friends and family and build your team! Play anytime between September 14th – 20th to have fun and compete for prizes. See attached flyer!

WFES PTA Restaurant Nights

The WFES PTA has organized two Restaurant Nights! Restaurant Nights are fun and easy fundraisers. Just dine at the restaurant on the given date and the WFES PTA will receive a percentage of sales! Please mark your calendars for the following dates:

- **Restaurant Night at Tony’s Pizzeria**
Monday, September 14th, 11:00am to 9:00pm
Here's a reason to not cook tonight! A portion of sales goes back to WFES PTA. Make sure you mention WFES PTA when you pick up your order!
- **Restaurant Night at Chipotle**
Tuesday, October 6th at 10:45am to 10:00pm
A portion of sales goes back to WFES PTA. Make sure you mention WFES PTA when you pick up your order!

Please share this information with family and friends!!!

Community News

Please visit the HCPSS website [Community News and Programs page](#) for upcoming events and programs sponsored by non-profit organizations.

BSAP Saturday Math Academy Fall 2020 Registration, Sept. 12, 2020

The Saturday Math Academy is open to all students in grades 3–12 in the Howard County Public School System. Sessions will be held virtually via Google Meet and take place on Saturdays from 9 a.m.-noon on the following dates:

- October 10
- October 17
- October 24
- October 31
- November 7
- November 21

The 6-week program costs \$80. If a student is enrolled in the Free and Reduced Meals (FARMS) program, the cost of the program is \$40.

Certified teachers work with a diverse population of students on all levels of mathematics. Students will be placed based on the math level during the school year.

Additional information is available by clicking on the following link,

[BSAP Saturday Math Academy Fall 2020 Registration, September 12, 2020](#)

Do you need help buying healthy food?

Supplemental Nutrition Assistance Program (SNAP)