



August 19, 2022

## From Our Administrators

Dear WFES Families,

We were excited to welcome WFES staff to the new school year! We have had two complete days of meeting new staff members, setting up classrooms, and creating class lists. It has been a busy, yet joyful two days at West Friendship Elementary! The excitement will continue next week, as we continue preparing to meet and greet students/families at the end of the week.

We take this time to thank our staff team leaders who worked this summer on our school improvement plans. We spent time analyzing data, viewing survey responses, and discussing plans for math, literacy, and school climate. We also owe a great deal of thanks to our fantastic custodial staff for working so hard to clean our building this summer. The next time you visit WFES be sure to say hello to our new Day Building Supervisor, Mr. Shawn Merrill who comes to us from Folly Quarter Middle. He brings a wealth of knowledge to our school.

The 2022-2023 [Family File](#) is now available to parents. **HCPSS requires that your Family File be completed BEFORE you can see your child's teacher in Canvas. Due to confidentiality, we are not able to share teacher assignments over the telephone.** Please find complete instructions on page 3 of this newsletter.

We are looking forward to reconnecting with our WFES families. Please consider attending the events listed under "[WFES Back-to-School Dates](#)." These activities will be great resources for your families. We are excited for the first day of school on Monday, August 29<sup>th</sup>!

Sincerely,

Kaye Breon, Principal

Brian Vanisko, Assistant Principal

## Student Medication Drop-Off

If your child requires medication (prescription or over the counter) during the upcoming 2022-2023 school year, your child's health care provider must complete a [medication form](#) and/or an [Epi-Pen Care](#) form. All prescribed medications must be in properly labeled containers that include the following information:

- Student name
- Medication name
- Dose to be given
- Time & Frequency of medication
- Prescriber's name & signature
- Date of medication order

Pharmacy labels will usually contain this information. Over-the-counter medications should be in new, unopened containers labeled with the student's name.

Medication may be dropped off during New Student Orientation or Open House. You may also contact the health room at 410-313-5515 or email [Kristen Daniels contractor@hcpss.org](mailto:Kristen_Daniels_contractor@hcpss.org) to schedule another date/time to drop off medication.

# Back-to-School Dates at West Friendship ES

## 2022-2023

### Thursday, August 25<sup>th</sup>

6:00pm Back-to-School Night for Parents of Kindergarten and 1<sup>st</sup> Grade Students (Parents only, please.)



This is a great time to bring your school supplies!

### Friday, August 26<sup>th</sup>

1:00 – 2:00pm New Student Orientation

2:00 – 3:00pm Open House/Meet & Greet for Grades K – 5 Parents & Students! Meet the teacher and see classmates!

### Monday, August 29<sup>th</sup>

9:15am – 3:45pm First Day of School for Grades K – 5!!!



### Monday, September 5<sup>th</sup>

Schools & Offices Closed – Labor Day

### Monday, September 12<sup>th</sup>

Back-to-School Night for Parents (Parents only, please.)

5:30pm GT Presentation for Parents (K-5)

6:00pm Grades 2 and 3

### Tuesday, September 13<sup>th</sup>

Back-to-School Night for Parents (Parents only, please.)

6:00pm Grades 4 and 5



### Monday, September 26<sup>th</sup>

Schools & Offices Closed – Rosh Hashanah

### Wednesday, September 28<sup>th</sup>

School Picture Day!



## 2022-23 School Start/End Times & Bus Schedules

West Friendship's student hours are **9:15am-3:45pm**. Students who are car riders may not be dropped off at school earlier than 9:05am. All students must be in their classrooms before the late bell rings at 9:15am. If you arrive after the 9:15am bell, you will need to accompany your child into the building to sign them in at the Front Office so they can obtain a tardy slip before reporting to class.

The HCPSS Pupil Transportation Office is still working on bus route and bus stop information based on countywide enrollment. Bus information, including your child's assigned bus number, bus stop location, and morning pickup and afternoon drop off times **will be available on August 23<sup>rd</sup>** via [HCPSS website](https://www.hcpss.edu/).

At the beginning of the year, it is recommended that you arrive at the bus stop 10-15 minutes earlier than the posted time, to ensure that you do not miss the bus. As bus drivers learn their new routes and acclimate to school-year traffic, it is common for buses to run a bit behind schedule at the beginning of the year.

## UPDATE YOUR EMERGENCY CONTACT INFO ASAP

The 2022-2023 Family File is now available to parents. Parents who have updated their Family File emergency cards will be able to log in to HCPSS Connect on Wednesday, August 24 to view homeroom teacher assignments. Once you have saved the information for the 2022-2023 school year and provided your electronic signature, your Family File will be updated.

Every year HCPSS parents must complete a Family File for each child. HCPSS utilizes Family File for parents/guardians to complete emergency information. Parents/guardians must verify and/or update information for each child, and can do so by logging in to [HCPSS Connect](#) via your **PARENT ACCOUNT**, select the MORE OPTIONS tab on the left and then on Family File.

Once logged in, you will be asked to update or provide the following information:

- Student Information
- Parent/Guardian Contact
- Emergency Contacts
- Medical Information
- Arrival/Dismissal Procedures
- Photo Approval Data Confidentiality (this is important if you want your child to appear in the yearbook or in team/activity postings)
- PTA/PTSA Directory

Again, it is imperative that you **complete the Family File as this is the only way to access your child's teacher assignment prior to Open House on August 26<sup>th</sup>**. For confidentiality reasons, we are not able to share teacher assignments over the telephone.

<https://www.hcpss.org/f/connect/family-file-quick-guide.pdf>

Common Roadblocks to Successfully Updating the Family File:

- You can now reset your password with or without a security Q & A. So, if you have tried to update and hit a roadblock, please try again.
- If you are having trouble remembering your username (which is the full email address of a parent/guardian), call or email us and we will let you know what you should be using to access the initial time. Please note: You cannot complete this task using the student login/account. It can only be completed by using a parent/guardian account.
- Families new to HCPSS should receive an authorization key in your email. Follow those instructions.
- If you have requested a reset, and have not received an email, we need you to check your junk or SPAM folders. That seems to be where many of these emails are ending up. If you still do not have it, give us a call.

[FAMILY FILE USER GUIDE \(ENGLISH\)](#)

[FAMILY FILE USE GUIDE \(SPANISH\)](#)

[FAMILY FILE USER GUIDE \(KOREAN\)](#)

All families must update their emergency contact information annually. While we recognize many of you may not have any changes to make, you must click through each of the screens, then click submit for this task completed. Some sections require annual permission, such as permission to photograph your student, for example (this is important if you want your student in team/activity postings).

## WFES School Supply List

The supply list for 2022-23 school year is posted on the WFES website. Click here to review and print: [WFES Supply List | West Friendship Elementary School](#). We know that many items are consistent on school supply lists from year to year. Families are encouraged to reuse school supplies from last year that are still in good condition. If you need assistance with school supplies, please contact our school counselor, Mrs. Schnebly, [mailto:Leslie\\_Schnebly@hcpss.org](mailto:Leslie_Schnebly@hcpss.org). She will be happy to assist you.

## School Meals 2022-2023

Families are reminded that the **federal government has NOT extended waivers allowing free meals for all students**. Consequently, for the 2022-2023 school year, students whose families do not qualify for free or reduced lunch will be required to pay the daily meal price:

- Student Breakfast - \$2.00
- Free/Reduced Breakfast \$0 ([Find out more about FARMS here](#))
- Student Lunch - \$2.80
- Free/Reduced Lunch - \$0 ([Find out more about FARMS here](#))
- Milk only (1/2 pint) - \$.50

Many HCPSS families are eligible to participate in the [Free and Reduced Price Meals \(FARMS\) program](#), which provides children with a wide range of benefits including free or discounted college tuition, testing and application fees, academic and athletic program fees and many others in addition to free or discounted meals.

Families are urged to check their eligibility and complete a FARMS application as soon as possible. **Families must submit a new application every school year.**

[Details on the Free and Reduced Meals program](#) are available online. Use the link below to apply.

FARMS Online Application Link

<https://www.myschoolapps.com/Application>

Families may prepay with a credit card by setting up an online account at [myschoolbucks.com](https://myschoolbucks.com), which also allows parents to view account activity and receive balance alerts. Menus are available on the [HCPSS website through Nutrislice](#).

## 2022-2023 Calendars are Online

You can access the HCPSS calendar [here](#). You also may view and/or download printable PDFs of the full calendar and/or important dates only. Updates to the PDFs will be noted on the HCPSS calendar page. PLEASE NOTE! The calendar is subject to change. The online calendar reflects the most recent version.

## WFES Employment Opportunities

West Friendship Elementary School is looking for people who want to join our amazing school community! We have an opportunity for you! Please see below for more information.

### Temporary Employee Position

We are looking for caring and compassionate individuals to assist students with disabilities who require direct adult supervision throughout the school day. The position works under the daily supervision of the school administration and the direction of a special education teacher and/or a classroom teacher. Some experience working with children or individuals with disabilities preferred. Temporary Employee (TE) positions are with Social Service Consultants, Ltd.

- Compensation is \$15.00 per hour (up from \$14/hour)
- The position is for 6.5 hour/day (6 hours paid with an unpaid ½ hour lunch). Monday through Friday from 9:15am - 3:45pm

To apply, please email Robert Tencher at [rtencher@gmail.com](mailto:rtencher@gmail.com) to request an application packet. Please specify you are interested in working at West Friendship Elementary. You may also apply using [this link](#). Please contact Brian Vanisko at [bvanisko@hcpss.org](mailto:bvanisko@hcpss.org) or at 410-313-5512 if you are interested in learning more!

# Community News

## Cub Scout Pack 333 – Please Join Us!

Is your child interested in becoming a Cub Scout? Here is a great opportunity at the **Pack 333 Meeting on Tuesday, September 20<sup>th</sup> at 6:30pm**. Your entire family is welcome to join. Adult leaders will be there to answer questions and talk with you about the fun plans that are lined up for the year and have engaging activities planned for the scouts. No prior knowledge or skills required. Stop by **Tuesday, September 20<sup>th</sup> at 6:30pm at St. James United Methodist Church at 12470 Old Frederick Road**. Boys and girls K through 5<sup>th</sup> grade welcome! For more info, contact Becky Ciecka ([bciecka@c-cured.com](mailto:bciecka@c-cured.com)) or sign up here: <https://www.signupgenius.com/go/70A0C4EA8AD2FA6FA7-interested>

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Connect with us:



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**Phone**

410-313-5512



**Website**

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**Twitter**

@hcpss.wfes