

MILL HILL ELEMENTARY SCHOOL

635 MILL HILL TERRACE, SOUTHPORT, CONNECTICUT 06890

KEVIN CHASE, PRINCIPAL

PHONE 203.255.8320 • FAX 203.255.8205

WEBSITE: <http://fairfieldschools.org/schools/mh>



**FAIRFIELD
PUBLIC SCHOOLS**

August 18, 2017

Dear Parents/Guardians:

I am so excited to welcome you to the 2017-2018 school year at Mill Hill Elementary School! While I have been busy over this summer getting ready for that first day which is just around the corner, I have admittedly been distracted by the success of our Fairfield American Little Leaguers! What an amazing accomplishment to be representing all of New England at the Little League World Series! I wish them all the best in their journey to become the Little League World Series Champions! Regardless of the outcome, we are so proud of them!

I'd like to share some information with you to help make the school year begin successfully.

Our first day of school is **Thursday, August 31, 2017**. **All students** will begin at **8:55 AM** and will be **dismissed at 3:30 PM, including kindergarten students**. There will be a PTA First Day Parent Reception in the APR at 9:15 AM.

Bus service to and from school will begin for all children on the first day of school. The bus routes will be posted on Infinite Campus. Please be aware that the buses are often late the first few days, as the drivers typically are working to become familiar with their routes.

Students who ride the bus will enter the building through the front entrance and walk directly to their classrooms. There is one exception to this on the first day. All kindergarten students will meet their teacher on the cement pad outside the doors of the kindergarten wing. This is only for the first day, however. If you are driving your child, please be sure to use the *student drop-off area on the rear side of the school (to the right)*. Staff members will be at both entrances to greet students and to help them find their classrooms. Students should not arrive at school prior to 8:45 AM. At the end of the day, all students will be dismissed to their buses. You must notify your child's teacher ahead of time if there is an alternate plan in place for dismissal (afterschool program, pick-up). If you plan to pick up your child at dismissal time, please park your car in a **legal parking spot or on Mill Hill Road in front of the school** and pick your child up from the rear entrance to the gymnasium. **Please do not park on Mill Hill Drive as this is a private road.**

Our staff has worked diligently on the class placement process. It is thoughtful, collaborative, and takes into account your child's needs. **We will not entertain any requests for a change of class placement.** Thank you for your cooperation and understanding. **Class assignments will be posted on Infinite Campus (IC)**



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Wednesday, August 23, prior to the end of the day. There is not a specific time as to when on Wednesday. There has been a scattered release in the past among all elementary schools so as to not overwhelm the IC servers.

The three days before school starts are very busy for the teachers and staff. We have several meetings planned, and we ask that you respect this as time for teachers to use to get ready for our students. We will have an opportunity for families to come to school prior to the first day. On Wednesday, August 30, from 11:30 – 12:00, we will be opening the school for students to visit their new teachers and see their classrooms. The PTA will be hosting an ice cream social at the playground immediately after at 12:00.

Additionally, you are all invited to join representative members of the PTA and me in the APR for a welcome back reception, beginning at 9:15 on the first day of school. Our Open House will be another opportunity to learn about our initiatives for the upcoming school year as well as a highlight of some of our goals for school improvement. Open House is also your opportunity to meet your child's teacher and learn more about your child's grade level curriculum. It is scheduled for September 19, at 7:00 for all grades.

I will see you all very soon!

Regards,
Kevin Chase
Principal



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Opening Information

Meet & Greet: On Wednesday, August 30, from 11:30-12:00, we will have an open house for all students to meet their teachers and classmates.

Parent First Day PTA Reception: Everyone is welcome to join us for refreshments in the All-Purpose Room at 9:15 A.M. on the first day. This is a perfect opportunity to say hello to everyone and sign-up for some great volunteer opportunities for the year. Volunteers add a wonderful dimension to our school community. We hope you will be able to join us.

Changes in Staff to Date: We wish Mrs. Kaestner, Mrs. Christensen, and Mrs. Hellthaler the best in their respective retirements! As a result of three retirements and changes in enrollment, I have some changes and new additions to announce. Mrs. Ehret has joined our kindergarten team and Ms. Grapski has moved to first. Joining Ms. Grapski and Mrs. Oliver in first is Mrs. Barzottini. Mrs. Barzottini is a much beloved Fairfield teacher who comes to us from Jennings. Grade 2 sees the addition of Mrs. Crossley and the departure of Mrs. Gaughan to grade 3. Joining Mrs. Gaughan and Mrs. Regula in grade 3 is Mrs. Roxbee. Mrs. Roxbee is also a much beloved Fairfield teacher who joins us from Jennings. We had a recent change in grade 4 with the departure of Mrs. Pagan, who has purchased her first home out on Long Island leaving her with too far a commute. In her place, we have just hired Miss Frassetto. Miss Frassetto has proven herself in long-term assignment in Fairfield and New Canaan elementary schools. We are very excited to have her on our team! Grade 5 remains as the only grade level unchanged.

Summer News: Thank you to the Town of Fairfield and Board of Education for installing the two new basketball hoops purchased by our wonderful PTA and Student Council.

The school has been cleaned from top to bottom thanks to the efforts of Mr. D'Andrea, Mr. Periera, Mr. Avila, and assisted by Mr. Giglio. We will, of course, remember to S.O.A.R. and keep it that way!

Our last bit of news is for our 5th graders. We will continue to departmentalize our 5th grade. However, this year we will go back to three sections of 5th grade, with each teacher having a homeroom class. The 5th grade teacher assigned to your child in IC will be their homeroom teacher. The remaining subjects will be taught as follows: Mrs. Fulton will be teaching Reading, Mr. Shire will be teaching Math, Mr. Zankel will be teaching Writing, and all three will be teaching Science and Social Studies to their respective homerooms.

First Day of School Arrival: The first day of school is an exciting day for students, parents and staff at Mill Hill. All teachers, except Kindergarten teachers, will greet students at their classroom doors. The



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classroom banners that are hung outside the classroom doors clearly indicate your child's assigned class and teacher. Kindergarten teachers will greet their students in the front of the school by the entrance to the kindergarten wing. Bus students will be asked to remain seated until a staff member boards the bus and dismisses them into the building. After kindergarten children are escorted from the bus to their teacher, older students will then be let off the bus by grade. Students whose classrooms are in the back of the school will enter the school through the main entrance and proceed through and exit in the APR. Staff will be available with class lists to help children who have doubts as to where to go. First through fifth grade students will be invited into their classrooms as they arrive.

Open House/Curriculum Night: *Save the Date!!!* We invite parents join us on Tuesday, September 19, at 7:00 PM for Open House Night. Please mark your calendars to attend this important evening to meet with your child's teacher and learn about the culture and learning environment we foster at Mill Hill.

FPS & Mill Hill Policies and Procedures: I am working on updating the Family Handbook to include the most recent school and district additions. In it, you will find supplemental materials more specific to the operation of Mill Hill. Thank you all in advance for your patience and support as I complete this. I will send notice once it is finalized and ask that you familiarize yourselves with it. In order to maintain a safe and secure environment for everyone, I ask that you please follow the guidelines and procedures established by school administration.

Infinite Campus: It is important for you to sign in to Infinite Campus and regularly monitor your account. This is our regular means for communication.

Absentee Call-In Program: Please call 255-8415 if your child is going to be absent.



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Beginning Dates to Remember

Wednesday	8/30	11:30-12:00	“Meet & Greet” your teachers and classmates
		12:00-?	PTA Ice Cream Social at Playground
Thursday	8/31	8:55	First Day of School-Full Day
		9:15	PTA First Day Parent Reception in All-Purpose Room
Monday	9/4	----	Labor Day – No School
Tuesday	9/19	7:00PM	Open House Night for Grades K-5

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