

# MILL HILL SCHOOL

635 MILL HILL TERRACE, SOUTHPORT, CONNECTICUT 06890

Phone 203.255.8320 • Fax 203.255.8205

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

ADMINISTRATION

KEVIN CHASE

Principal

Dear Parents:

It is with great excitement that I welcome you to the 2014-2015 school year at Mill Hill Elementary School! I've been busy over this summer getting ready for that first day which is just around the corner! 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 28, 2014**. This year, **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 in the local papers and on [www.fairfieldschools.org](http://www.fairfieldschools.org). Please have your child at the bus stop at least five minutes before the scheduled pick-up time. Also, 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 where they are dropped off and walk directly to their classrooms. 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 in the rear of the building and meet your child in the gymnasium.

As you know, the class placement process is thoughtful, collaborative, and takes into account your child's needs. We will not be able to accommodate any requests for a change of class placement. Thank you for your cooperation and understanding.

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 two opportunities this year, however, for families to come to school prior to the first day. On Tuesday, August 26, at 4:30, we will be hosting the Grand Opening of the Kyle Winslow All Abilities Playground for all families past and present. Then, on Wednesday, August 27, at 11:00, we will be opening the school for students to visit their new teachers and see their classrooms! 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 AM on the first day of school. See you then!

Sincerely,

Kevin Chase



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## Opening Information

**Meet & Greet:** On Wednesday, August 28, from 11:00-12:00, 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'll be able to join us.

**Changes in Staff:** It's always exciting to welcome new people to our family at Mill Hill and this year we have quite a few! Please join me in welcoming kindergarten teacher Kimberly Grapski, band teacher Julia Brion, strings teacher Veronica Kiss, special educator Alison Ditolla, physical educator Bob Bove, library media specialist Gina Gorton, paraprofessional Gayle Kraus, intern Haley Turner, and student teacher Ana Pinheiro to the Mill Hill family! Also, as you may have heard already, Mrs. Grigg has moved to second grade and Mr. Zankel has moved to fifth grade.

**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. Our PTA has funded the purchase of classroom banners that will be hung outside the classroom doors. 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 Mr. Chase 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 Thursday, September 12, at 7:00 PM, beginning in classrooms. So, please mark your calendars to attend this important evening to meet with your child's teacher and hear about the curriculum expectations for the year.

**Mill Hill Policies and Procedures:** You can find a link to the most recent *Family Handbook* on [fairfieldschools.org](http://fairfieldschools.org). In it you will find important information regarding the operation of the Fairfield Schools. Additionally, you can find the Mill Hill Family Handbook on our webpage. In it you will find supplemental materials more specific to the operation of Mill Hill. In order to maintain a safe and secure environment for everyone, please follow the guidelines and procedures established by the school administration. Thank you all in advance for your support in this matter.

**Infinite Campus:** It is important for you to sign in to Infinite Campus and regularly monitor your account as this will be our means for communication.



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

## Beginning Dates to Remember

Tuesday	8/26	4:30	Kyle Winslow All Abilities Playground Grand Opening
		5:00	PTA Welcome Back to School Event at playground
Wednesday	8/27	11:00-12:00	“Meet & Greet” your teachers and classmates
Thursday	8/28	8:55	First Day of School-Full Day
		9:15	PTA First Day Parent Reception in All-Purpose Room
Monday	9/1	-----	Labor Day – No School
Thursday	9/11	7:00PM	Open House/Curriculum Night for Grades K-5
Thursday	9/25		Rosh Hashanah – No School

