

**HOLLIFIELD STATION ELEMENTARY SCHOOL**  
8701 Stonehouse Drive Ellicott City, Maryland 21043  
(410) 313-2550 Fax (410) 313-2557  
School Website: <http://hses.hcpss.org>

Lisa J. Booth  
Principal

Cheryl V. Santoni  
Assistant Principal

**August 18, 2016**

Dear Hollifield Station Families,

We are looking forward to greeting our returning students back to school and welcoming our new families. It's going to be a great year at Hollifield Station!

We've had very few staff changes over the summer this year. Yesterday, our kindergarten enrollment increased and a seventh teacher position was added. **Rachel Tallent**, an experienced kindergarten teacher from Bellows Spring Elementary School, will join our kindergarten team. **Ann Marie Powell** will be moving from 5<sup>th</sup> grade to 1<sup>st</sup> grade, **Meghan McCarthy** joins us as our part-time PE teacher, and **Julia Magee** will be teaching one of our morning preschool classes. **Mary Hattery** will be our Reading Support Teacher. **Sung Kim**, International Achievement Specialist, will be serving Patapsco Middle School/Mount Hebron HS, and **Kyoungsook Kim** will fill Mr. Kim's position.

2. **You are invited to attend our annual Open House for students in Grades 1-5 on Friday, August 26 at 2:00.** Class lists will be posted in the cafeteria and families are invited to greet our staff, drop off school supplies (see attached lists) and pick up the first day folder. Parents who have updated their Family File online by the end of the day on Wednesday, August 22<sup>nd</sup> will have access to their child's homeroom teacher as of 9:00 AM on Thursday, August 23<sup>rd</sup>. If you are unable to complete the Family File or attend the Open House, please email [lisa\\_booth@hcpss.org](mailto:lisa_booth@hcpss.org) after August 23<sup>rd</sup> to learn your child's classroom placement. Due to privacy concerns, we no longer post the class lists visible to the public. It is not necessary for our new kindergartners to attend the Open House, as **Kindergarten Orientations** are held on August 25<sup>th</sup> at 7 PM for parents and August 26 at 10:00 AM for kindergarten students, concluding with a social time for kindergartners and their parents at 11:00 AM the same day.

**The PTA will hold an Open House on August 26<sup>th</sup> in the cafeteria beginning at 1:30, prior to the schoolwide Open House at 2:00.** Please stop by to check out volunteer opportunities, and other information on ways parents can partner with our school. The PTA will also share information on the upcoming fourth year of our very successful Boosterthon Fun Run!

3. **Family File** - Beginning August 22<sup>nd</sup>, all families must create or update the Family File. On HCPSS Connect <http://www.hcpss.org/connect/> in the Family File section, parents will find all the information historically located on the Emergency Procedure Cards such as transportation, contact information, medical considerations, and preferences. **For the safety of your child/children it is very important that this information remains current; please ensure it is updated prior to the start of school on August 29<sup>th</sup>. All parents, even those recently registered, must complete this task.** Once logged in, parents will be able to provide or update all of their contact information, medical considerations, and preferences in less than 10 minutes. If you are a returning parent, data will be there from last year when you log in for the first time. If you encounter any problems logging in or accessing Family File, please contact us at 410-313-2550. Computers and staff will be available at the Open House on August 26<sup>th</sup> to help you complete this very important task before school opens on August 29<sup>th</sup>.
4. **Transportation** - School bus routes for the coming school year are available on the HCPSS website. Click here <https://hcpss2.secoresites.net/SchoolLocator/index.jsp?search=yes> to find your child's bus route. **Bus routes are no longer published in the newspaper.** Please allow ten minutes before and after posted times. Pick up and drop off times will vary by a few minutes the first few weeks of school until bus routes are established. **Important** – On the first day of school, have your child arrive at school in the same way they will go home. As students arrive, we record their transportation – bus number, car rider, or walker – so that we can ensure children leave the correct way at the end of the day. **If your child is going home another way other than how he/she arrived, please send a note for the teacher and include the relevant information such as the bus number.**

**Car Riders** – Please carefully review the procedures for drop off/pick up by personal vehicles on the attached brochure, follow the directions of staff in the parking lot, and remember to exercise patience for the safety of our students and staff.

5. **Monday, August 29 at 8:30** marks the first day of the 2016-17 school year! **Our daily schedule begins with morning announcements at 8:40.** Please make sure your children arrive at school by 8:30 AM so they can be their seats, ready to learn, no later than 8:40 AM.
6. **Important Dates:** Our annual **Back to School Social**, sponsored by the PTA, will be held on Wednesday, August 31 from 6:30 to 8:00 PM on the school playground. The Social is an opportunity for families to meet one another and our staff in a relaxed atmosphere. **Back to School Night will be held on Tuesday, September 20, 6:30-8:00 PM for Grades 1 & 2. Back to School Night for Grades 3-5 will be held on Wednesday, September 21, 6:30-8:00 PM.** Please mark your calendars and be sure to attend these important events.
7. **PTA** – Please be sure to join our PTA and support school/family activities. Our PTA will be holding only one fundraiser again this year: **the Boosterthon Fun Run on September 29!** The PTA utilizes these funds to provide cultural arts assemblies, after school activities and additional opportunities for students. Please support the PTA by responding when volunteers are requested and by supporting our one fundraiser.

We are looking forward to another engaging and productive school year! Please feel free to contact us with questions or concerns at 410.313-2550 or email [lisa\\_booth@hcpss.org](mailto:lisa_booth@hcpss.org), and [cheryl\\_santoni@hcpss.org](mailto:cheryl_santoni@hcpss.org)

Sincerely,

*Lisa Booth      Cheryl Santoni*