Testing Season

It’s that time of year: testing. Please take a moment if you’re a parent of a 2nd, 3rd, 4th or 5th grader to review page four where you’ll find a list of testing dates. We encourage families to plan accordingly for appointments, vacations - any potential absence - with these dates in mind.

Congratulations to the Carrolltowne Players for this year’s production of The Wizard of Oz. It was a huge success, and the students did an AMAZING job. We thank the PTA, the parent and student volunteers, the families of the participating students, the custodial staff and the cast of students who worked so diligently - everyone’s hard work paid off!

Daylight savings begins March 12, with Spring not far behind on March 20. We hope you enjoy the warm weather and excitement that Spring brings. We know the students will!

- Rebecca DuPree, Principal | Michele Becker, Assistant Principal
2022-2023 REFRIGERATOR PAGE

Absence / Tardiness / Leaving Early
If your child is ABSENT, GOING TO BE LATE, or GOING TO BE PICKED UP EARLY - please send an email to CES attendance@carrollk12.org with your child’s first and last name, grade, teacher, with the reason for the above.

Cafeteria Pricing
- Breakfast $1.50
  (Reduced price $0.30)
- Hot Lunch $2.50
  (Reduced price $0.40)
- Milk $.60 | Ice Cream $.75 and $1.00

END OF DAY Change of Dismissal

One
Submit the change of dismissal on the day you wish the change to occur.

Step Two
Send only ONE group email for change of dismissal that will include an email to your child’s teacher and to the following front office contacts: jdhoran@carrollk12.org javrata@carrollk12.org djglass@carrollk12.org (If you don’t have your child’s teacher’s email it can be found in Carrolltowne’s directory.)

Step Three
Put your child’s first and last name, grade and teacher in the body of the email along with the change of dismissal instructions (include bus number and stop when applicable). One email is preferable for multiple children - just be sure to include each child’s name and each child’s teacher in step two.

Step Four
Change of dismissal requests MUST be submitted before 1:30 p.m. All dismissal changes submitted before 1:30 p.m. will receive a confirmation/reply by 2:30 p.m.

Step Five
If you wish, call 410-751-3530 after 2:30 p.m. if you have not received a reply from the office.

2022-2023 Report Card Dates

<table>
<thead>
<tr>
<th>Quarter</th>
<th>Interim Report (Special Ed &amp; K-2 only)</th>
<th>End of Marking Period</th>
<th>Report Cards Sent Home</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>10/07/22</td>
<td>November 11</td>
<td>11/18/22</td>
</tr>
<tr>
<td>2</td>
<td>12/16/22</td>
<td>January 26</td>
<td>02/03/23</td>
</tr>
<tr>
<td>3</td>
<td>03/03/23</td>
<td>April 5</td>
<td>04/18/23</td>
</tr>
<tr>
<td>4</td>
<td>05/12/23</td>
<td>June 15</td>
<td>06/15/23</td>
</tr>
</tbody>
</table>

2022-2023 Parent/Teacher Conferences
Thursday, October 6, 2022 (Teacher requested) COMPLETED
Wednesday, November 30, 2022 (Parent requested) COMPLETED
Thursday, February 2, 2023 (Parent requested) COMPLETED
Tuesday, March 28, 2023 (Teacher requested)

2022-2023 Parent/Teacher Conferences

Contacts
Mrs. DuPree, Principal
Mrs. Becker, Assistant Principal
Ms. Stacey, School Counselor
Mrs. Sacket, “Nurse Lisa”, School Nurse

Specials Schedule

<table>
<thead>
<tr>
<th>Quarter</th>
<th>Kindergarten</th>
<th>1st grade</th>
<th>2nd grade</th>
<th>3rd grade</th>
<th>4th Grade</th>
<th>5th grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>10:15 - 11:15</td>
<td>1:45 - 2:45</td>
<td>12:45 - 1:45</td>
<td>2:45 - 3:45</td>
<td>9:15 - 10:15</td>
<td>12:50 - 1:20</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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<td>03/03/23</td>
<td>April 5</td>
<td>04/18/23</td>
</tr>
<tr>
<td>4</td>
<td>05/12/23</td>
<td>June 15</td>
<td>06/15/23</td>
</tr>
</tbody>
</table>

Remainin Early Dismissal Days
Dismissal Begins at 1:00
03/17/23 | 04/05/23 | 06/15/23

School Phone | Phone: 410-751-3530 | Fax: 410-751-3534
School Website | ces.carrollk12.org
School Hours | 8:45 a.m. First bell rings; doors open for students
9:15 a.m. Second bell rings and instruction begins
3:45 p.m. Instruction ends; dismissal begins at 3:50 p.m.
Office Hours | The office is staffed between 8:00 a.m. and 4:15 p.m.
## 2023 CALENDAR

### MARCH 2023

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>MONDAY, MARCH 6 - FRIDAY, MARCH 10</td>
<td>Kindergarten registration kick-off week. Call if you didn’t register your incoming kindergartner.</td>
</tr>
<tr>
<td>FRIDAY, MARCH 17</td>
<td>Two Hour 45 Minute Early Dismissal</td>
</tr>
<tr>
<td>MONDAY, MARCH 20</td>
<td>Spring picture day!  Go to MyLifetouch.com with order id EVT4SJSQB to order.</td>
</tr>
<tr>
<td>TUESDAY, MARCH 28</td>
<td>Parent teacher conferences.  Teacher requested.</td>
</tr>
</tbody>
</table>

### APRIL 2023

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>WEDNESDAY, APRIL 5</td>
<td>Two Hour 45 Minute Early Dismissal</td>
</tr>
<tr>
<td>THURSDAY, APRIL 6 - TUESDAY, APRIL 11</td>
<td>SCHOOLS AND OFFICES CLOSED</td>
</tr>
</tbody>
</table>

### MAY 2023

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>THURSDAY, MAY 25</td>
<td>PLAY DAY!  Keep an eye out for details!</td>
</tr>
<tr>
<td>MONDAY, MAY 29</td>
<td>SCHOOLS AND OFFICES CLOSED</td>
</tr>
</tbody>
</table>

### JUNE 2023

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>THURSDAY, JUNE 8</td>
<td>SPRING Music Concert</td>
</tr>
</tbody>
</table>

Day before last day of school

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Day before last day of school</td>
<td>Last day for Pre-K students</td>
</tr>
<tr>
<td></td>
<td>5th Grade Picnic  Details will be forthcoming.</td>
</tr>
<tr>
<td>THURSDAY, JUNE 15 (SUBJECT TO CHANGE BECAUSE OF SNOW DAYS NOT USED)</td>
<td>Two Hour 45 Minute Early Dismissal</td>
</tr>
<tr>
<td></td>
<td>5th Grade Promotion</td>
</tr>
</tbody>
</table>
**TESTING DATES**

We encourage families to plan accordingly for appointments, vacations - any potential absence - with these dates and times in mind.

<table>
<thead>
<tr>
<th><strong>SECOND GRADE</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Late April and May—stay tuned!</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>THIRD GRADE</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>March 20 &amp; 21</td>
<td>CBA</td>
</tr>
<tr>
<td>April 17 &amp; 18</td>
<td>CBA</td>
</tr>
<tr>
<td>April 24, 25, 27 &amp; 28</td>
<td>MCAP - ELA</td>
</tr>
<tr>
<td>May 1, 2, 4, 5</td>
<td>MCAP - Math</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>FOURTH GRADE</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>March 20 &amp; 21</td>
<td>CBA</td>
</tr>
<tr>
<td>May 4 &amp; 5</td>
<td>CBA</td>
</tr>
<tr>
<td>May 8 - 11</td>
<td>MCAT - Math</td>
</tr>
<tr>
<td>May 15 - 18</td>
<td>MCAT - ELA</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>FIFTH GRADE</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>March 9 &amp; 10</td>
<td>CBA</td>
</tr>
<tr>
<td>March 13 - 16</td>
<td>MISA Testing</td>
</tr>
<tr>
<td>April 3 &amp; 4</td>
<td>CBA</td>
</tr>
<tr>
<td>April 17 &amp; 18</td>
<td>MCAP - Math</td>
</tr>
<tr>
<td>April 24 &amp; 25</td>
<td>MCAP - ELA</td>
</tr>
<tr>
<td>20 &amp; 21</td>
<td></td>
</tr>
<tr>
<td>27 &amp; 28</td>
<td></td>
</tr>
</tbody>
</table>
COVID GUIDELINES

COVID Guidelines will remain the same for school year 2022-2023. If a student has a COVID-like symptom (fever 100.4 or higher, cough, difficulty breathing, sore throat, vomiting, diarrhea, loss of taste/smell or onset of severe headache), they will need a doctor’s note stating illness/appropriate return to school date or a negative COVID test. Home tests are now accepted. Please take a photo and email results to Nurse Lisa. Reminder that students must be fever free for 24 hours without fever reducing medication. If they have been vomiting or have diarrhea, they must also be symptom free for 24 hours.

WEAR, CARRY, WASH

CHANGE OF CLOTHING

Students in ECSN, Pre-K, Kindergarten and Grade 1 should have a change of clothing, including underwear and socks, labeled in a Ziploc bag. Spills and accidents happen frequently and we want our students to be comfortable when this happens. Donations of new underwear and gently used shorts/pants/socks are always a need and are greatly appreciated.

STUDENTS MAY SELF-CARRY . . .

- Lip balm
- Individual sized hand sanitizer or lotion
- Sunscreen
- Plain saline solution
- Non-medicated cough drops

HANDWASHING and ILLNESS PREVENTION

- Frequent and proper handwashing is the best way to prevent germs from spreading.
- Faculty, staff and students will be educated on proper handwashing to prevent the spread of germs as well as protect those with food allergies.
- The school will promote handwashing before and after eating meals, before and after recess and before and after using shared equipment at school.

Please encourage your children to wash their hands frequently and sufficiently. Singing the ABC song is a great way to make sure they take the time to thoroughly clean their hands.

ABSENCE/ILLNESS

- Parents should report student absence by calling 410-751-3530 or by emailing CESattendance@carrollk12.org. Please include your child’s first and last name, grade, teacher and reason for absence.
- Schools may request a physician’s note outlining restrictions/accommodations if a student has been absent for an extended period of time, has been hospitalized, had surgery or suffered a significant injury.
- If your student has an injury that requires a cast, crutches, boot, sling or brace, a Physician’s note is REQUIRED for recess and PE purposes.
- Students who have a temperature of 100.0 or greater, may NOT attend school and should remain home until fever free for 24 hours without any fever reducing medication. Students who are vomiting or have diarrhea due to illness, should remain at home until symptom free for 24 hours.
PRE-KINDERGARTEN 2023-2024
CARROLL COUNTY PUBLIC SCHOOLS

A child who will be 4 years old on or before September 1, 2023, may be eligible for enrollment into the Carroll County Public Schools’ Pre-Kindergarten program. Consideration for enrollment into Pre-Kindergarten is a 3-step process:

1. Interest Form (January-March)
2. Application (April-June)
3. Enrollment (once application is approved)

**Step One:** Complete and submit a CCPS Pre-Kindergarten Interest Form. Use your phone to scan the QR code, or [CLICK HERE](#).

**Step Two:** Once you submit an interest form, the school’s registrar will contact you to complete an application and ask that you provide documentation to determine if your child is eligible for enrollment. We encourage all families to apply.

**Step Three:** Enrollment is determined based on Federal Poverty Level guidelines, homeless and/or foster care status. If one of these eligibility requirements is met, then the school’s registrar will proceed with enrolling your child into Pre-Kindergarten. If not, then your child will be placed on a wait list. Due to limited availability, families of children on the wait list are encouraged to consider private Pre-Kindergarten options in our community as well.
Virtual Snow Days

After CCPS utilizes all allotted inclement weather days, if schools are closed because of inclement weather, please follow the provided guidance below.

Attendance
- Attendance will only be marked in full day increments (there will be no tardies, ½ days, etc.)

Devices
- After CCPS utilizes two inclement weather days, students in K-5 will be provided their laptop to take home when there is an anticipated weather event.
- If you have not signed the Student Laptop Agreement or have expressed that you do not want the laptop sent home, your child will receive packets.
- All Pre-K students will receive paper packets.

Instructional Day
- We will be following our 2-hour delay schedule which includes a lunch and other breaks. See below:

<table>
<thead>
<tr>
<th>2-Hour Delay LUNCH Schedule</th>
<th>2-Hour Delay SPECIALS Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINDERGARTEN 11:40 – 12:10</td>
<td>KINDERGARTEN 12:50 – 1:30</td>
</tr>
<tr>
<td>FIRST 12:00 – 12:30</td>
<td>FIRST 2:10 – 2:50</td>
</tr>
<tr>
<td>SECOND 12:20 – 12:50</td>
<td>SECOND 1:30 – 2:10</td>
</tr>
<tr>
<td>THIRD 11:20 – 11:50</td>
<td>THIRD 2:50 – 3:30</td>
</tr>
<tr>
<td>FOURTH 1:00 – 1:30</td>
<td>FOURTH 11:20 – 12:00</td>
</tr>
<tr>
<td>FIFTH 12:40 – 1:10</td>
<td>FIFTH 12:00 – 12:40</td>
</tr>
</tbody>
</table>

- During the four hours of synchronous instruction, teachers will remain available on the Google Meet throughout the duration of the class for direct instruction, small group instruction, and student support.
- Your child might see familiar faces such as Instructional Assistants in the class that might working with students in small groups.
- Students unable to participate during the virtual learning day will be given the opportunity to make up work.

More information will be coming from classroom teachers.

This is a friendly reminder that on days that the county has called for any DELAYED OPENINGS, the following classes will not be held:
- AM Early Childhood Special Needs (ECSN) (Mrs. Wallace)
- AM 4-year old Pre-K (Mrs. Gibson/Mrs. Marsicano)

Delayed openings will not affect the afternoon ECSN (Mrs. Wallace). The afternoon ECSN class will be on a normal schedule unless the county calls for a one or two hour early closing.

Parents can check the CCPS website for updates on delays and/or closings, or receive the phone call that goes out to all parents through the robot call system. If you have any questions, please do not hesitate to contact the school office at 410-751-3530.
Congratulations to the following 5th Grade Cardinals who will represent our school in the Carroll County Eisteddfod: Lexi Burrier, Alexa Heistand, Matthew Parisi, Annabelle Robbins, Samantha Rodriguez, Hailey Sines, Elize Stephen Lordson, Aiden Teal.

“Eisteddfod” is an old Welsh word which means “festival of song.” For over 70 years, Carroll County has used this term as the name of its county choral festival. Our representatives will join students from each elementary school in the Southern Region to form a South Carroll Elementary Chorus. This chorus will perform along with other Carroll County choruses in this festival.

We invite you and your family to attend this free performance which will take place on Friday, March 24, 2023 at 7:30 p.m. at Westminster High School. As young children develop their singing skills, it is very important for them to hear fine models of singing. This festival provides a great opportunity for our students to hear excellent choral singing, and also shows children the progression of choral singing from elementary school through high school.

We thank our student participants for their hard work in preparing for this festival. We know they will do a great job in representing our school!
CAFETERIA NEWS

BREAKFAST AND LUNCH SERVICE
A variety of breakfast and lunch choices are available daily for your child to enjoy. The USDA program that allowed schools to provide free meals to all students ended on June 30, 2022. Please expect to pay for your child’s school meals when school resumes in September. If your family qualifies for free or reduced-price school meals, applications can be submitted online.

MEAL CHARGE POLICY
In the rare event that a student forgets their money or does not have any money remaining on their account, Carroll County Public Schools will allow each student to charge up to two days of breakfasts and lunches. Beyond the two days, the student will be served a complimentary meal of a sandwich and side items until repayment is made. Students must have cash or money on their account to purchase a second meal (breakfast or lunch) or any a la carte items as these cannot be charged. Thanks to the generous donations of businesses and individuals in Carroll County all previous meal debt has been eliminated so no child in Carroll County will begin the school year with a negative balance. For more information visit www.carrollk12.org.

SMART SNACKS IN SCHOOL
CCPS offers a variety of a la carte items for purchase in the cafeterias. Our a la carte food and beverage items meet the nutritional standards of the Smart Snacks in Schools regulations. Each student has a cafeteria account that they can access with an assigned PIN. To place money on account visit www.myschoolbucks.com or send cash or personal checks made out to your school with your child. Please visit https://www.carrollk12.org for detailed information on the snacks available in our schools.

Free and Reduced Priced Meals
Applications for free and reduced priced meals are accepted throughout the school year. 

APPLY for Meal Benefits online at www.myschoolapps.com
Meal Benefit Applications may also be obtained from your school or by visiting the CCPS website.

Meal Prices
Breakfast Elementary: $1.50
Lunch Elementary: $2.50
Digital Menus
Interactive menus and nutritional information available online! Visit https://

Make a Donation to help Eliminate Meal Charges
Households who may be experiencing financial need are encouraged to apply for Meal Benefits (Free or Reduced Meals) at any time during the school year. Some households who do not meet the national guidelines for meal benefits, still struggle to pay for school meals. Each day students arrive at the cafeteria register without money. Carroll County Public Schools is committed to providing a meal to any child who does not have one. If you would like to help eliminate the unpaid meal debt these families incur, please consider making a donation:

At the School Level:
Those wishing to send funds to reduce unpaid meal debt at a particular school location can send cash or a check made out to the school with School Meal Debt Donation written on the memo line.

At the Central CCPS Level:
Those wishing to send funds to reduce unpaid meal debt across the county can send a check made out to Carroll County Public Schools with School Meal Debt Donation written on the memo line.
Checks should be mailed to: Food Services Office, Carroll County Public Schools, 125 North Court Street Westminster, MD 21157
**CAFETERIA NEWS**

**MEAL ACCOUNT AND PIN INFORMATION**

- Every student who goes through our cafeteria line will use a unique, Personal Identification Number (PIN) to access his or her account. Parents have the option to add any denomination to the account for the purchase of meals and snack items. It is a convenient way to ensure that money is not lost or forgotten during the hectic morning rush.

- What is the PIN? Each student has been issued a unique, five digit PIN. **Parents can find their child’s PIN in the CCPS Home Access Center** (HAC). Once you sign on, the Cafeteria PIN will be located in the emergency section. Please help your child remember their number. It makes the line move faster and ensures that everyone has plenty of time to enjoy their meal. If they do happen to forget the number, the cashier will be able to find it for them.

- How do I put money on the account?
  - Visit www.myschoolbucks.com and set up a free account that allows you to add any value to the cafeteria account with a credit card. (There is a small service provider fee for each transaction.)
  - You can still send in cash or a check to your school’s cafeteria. The cafeteria manager will add it to the account.
  - The money added to the account can be used to purchase meals AND snack items.
  - Can I monitor what my child is purchasing? Visit www.myschoolbucks.com and set up a FREE account. Once you complete the simple registration process, you can set up low balance alerts and monitor purchases made in the cafeteria.
  - What happens to my account at the end of the school year? Money that remains on your child’s account will carry over from year to year. The account will also automatically transfer to any Carroll County Public School.

---

**SENDING CASH OR CHECK TO SCHOOL FOR CAFETERIA MONEY? USE THE FORM BELOW.**

**SCHOOL CAFETERIA MONEY FORM**

Student's Name ____________________________________________________________

Homeroom Teacher __________________________________________________________

Amount Enclosed $ ______________________________

☐ Please place all of the money on my child’s general account for the purchase of either meals, milk or snacks

☐ Please place the money on my child’s account, but I want to specify:

$ __________ for Breakfast and Lunch

$ __________ for Milk or Snacks
NOTICE OF NON-DISCRIMINATION

The Board of Education of Carroll County does not engage in discrimination that is unlawful or contrary to Maryland State Department of Education guidance on the basis of age, color, genetic information, marital status, mental or physical disability, ancestry or national origin, race, religion, sex, sexual orientation, gender identity, or gender expression.

The Board of Education of Carroll County is firmly committed to creating equal employment and educational opportunities for all persons by providing an environment that supports optimal academic achievement and productive work and is free from any form of unlawful discrimination, including access to school facilities, educational programs, and extracurricular activities.

The following person has been designated to handle inquiries regarding the non-discrimination policies: Director of Human Resources, 125 North Court Street, Westminster, Maryland 21157, (410) 751-3070.

ADA ACCESSIBILITY STATEMENT

Carroll County Public Schools (CCPS) does not discriminate on the basis of disability in employment or the provision of services, programs or activities. Persons needing auxiliary aids and services for communication should contact the Communications Office at 410-751-3020 or publicinfo@carrollk12.org, or write to Carroll County Public Schools, 125 North Court Street, Westminster, Maryland 21157. Persons who are deaf, hard of hearing, or have a speech disability, may use Relay or 7-1-1. Please contact the school system at least one (1) week in advance of the date the special accommodation is needed.

Information concerning the Americans with Disabilities Act is available from the Director of Facilities Management, (410) 751-3177, or the Communications Officer, (410) 751-3020, 125 North Court Street, Westminster, Maryland 21157.

CONSENT AND RELEASE

Permission to Photograph, Videotape or Audiotape

Throughout the school year, the Carroll County Public School System frequently covers school activities and may use your child’s photograph, video image, or voice for educational, informational, or public relations purposes, with or without identification by name.

If you do not wish to have your child’s voice reproduced on tape or to have his/her image appear in such things as a video or a photograph, or on the school or school system website or social media, please notify the school principal in writing. It is assumed that parents and guardians consent to their children being audiotaped, photographed, videotaped, or having their image placed on a school website or social media by the school system unless such notification is received.

There are also occasions when the media cover certain school events (such as when a government leader visits a school). If you do not wish to have your child’s name or likeness published by the media, you should address your concerns directly to the school involved so that the media is so advised. Please be advised that the school system has no control over the media when they are covering activities such as sporting events and musical programs that are open to the public.

Use of Student Work on Websites or in Publications

There may be times throughout the year when the Carroll County Public School System wishes to display student work on school websites, social media, or in publications. If you do not wish to have your child’s art, poetry, writing, etc. appear on school websites, social media, or in publications, please notify the school principal in writing. It is assumed that parents and guardians consent to their child’s work being displayed on school websites, social media, or in publications unless such notification is received.

CG/bb
Revised 6/30/17