

Kensington Parkwood students are engaged, excited, and eager to learn. Our students respect diversity and welcome challenges as they achieve their best through a curriculum that encourages creativity and learning.



Staff Updates

We are happy to welcome new staff to the Kensington Parkwood team.

Staff Member	Position
Laura Batis	Special Education
Ashley Dickerson	Reading Specialist
Katherine Griggs	Primary Autism
Mark Koons	Music Teacher
Elizabeth Petersen	Music Teacher (PT)
Rosemary Robles	PE Teacher (PT)

In addition to welcoming new staff we have staff who have changed positions.

Staff Member	Position
Andrew Walker	3rd Grade to 2nd grade

Lastly, we wish the teachers who have left well and hope they have a wonderful school year.

- Jamie Clem, Krista Lottes, Catherine Lynch, Jen Rushin, Nikki Stiger, Rose Weich, Molly Woods.

Student Enrollment

We are preparing for the return of students and with a current enrollment of 595 students .

Grade	K	1	2	3	4	5
Number of Classes	4	4	4	4	4	4
Teachers	Carbajales Harris Levine Sears	Fam Lietzke Scott Soares	Simala Sung Walker Willis	Drayton Klipstein Lee Park	Barr Jadali Mikelson Serafini	Cuming Iciek Ready White

**class lists will be in Parent Vue but not finalized until week of Pre-Service*

Communication

The Kensington Parkwood PTA works with our teachers to publish an electronic newsletter. This will be sent to your email address monthly. Additional school communication will also be sent electronically by administration weekly using Synergy ParentVUE and ConnectEd. All messages will be posted on our website: [Welcome to Kensington Parkwood ES!](#)

Contacting Teachers

In order to maximize instructional time, teachers will only be available to speak by telephone before or after the student day. Calls for teachers should be made between 8:45–9:05 a.m. and 4:00–4:15 p.m. In addition, teacher email addresses may be found on the [school website](https://www2.montgomeryschoolsmd.org/schools/parkwoodes/) (<https://www2.montgomeryschoolsmd.org/schools/parkwoodes/>). We will do our best to return all phone or email messages the same day.



Visitors/Volunteers

We will continue to maintain our sign in and sign out location in the main office foyer. Please talk clearly into the intercom at the front door so that you can be heard by the front office staff.

When there is a planned visit to the school, all visitors must enter the building through the main entrance. All repeat visitors and volunteers must complete required training and provide updated vaccination information. <https://www.montgomeryschoolsmd.org/departments/student-leadership/volunteer.aspx>

Please help us keep all students in our school safe by following these important procedures! . Also, we ask that you schedule all visits to the classroom ahead of time by contacting your child's teacher. Thank you for your consideration ☺.



School Hours

First Day of school is August 29, 2022

School Hours	9:25am - 3:50pm
Teacher Hours	8:45am - 4:15pm
Students May Enter Building	9:10am
Morning Announcements*	9:25am
Dismissal	3:50pm
Early Dismissal (lunch is served)	1:20pm
Delayed Opening (lunch is served)	11:25am

*The tardy bell rings at 9:25am. Students arriving at school after this bell rings must report to the office to order lunch and get a pass to class. This is when instruction begins



Student Absences

Parents are asked to telephone the school prior to 9:15 a.m. when a child is absent for any reason. We have an answering machine, so you can leave your child's name, teacher, and the reason for the absence. You can also send an email to KPESabsence@mcpsmd.org. The child must bring a note from home upon his/her return. Parents should keep children at home when illness is suspected, a communicable disease has been diagnosed or lice nits have been found. After five consecutive days of absence, a physician's note is required.

Absence Policy

- AM absent, if they arrive more than 2 hours late
- PM absent, if they leave more than 2 hours early
- If they are absent for more than any 2 hours during the school day, it's considered a ½ day absence
- If they are present for less than 2 hours of the entire school day, it's considered a full day absence



Drop off/Pickup procedures for Walkers, Bicyclists and Carpoolers.

Walkers and drivers share the lower entrance to the school. To improve traffic congestion and safety at this entrance, we strongly encourage all students who are not designated bus riders to WALK to school. Below are guidelines you are asked to follow. Please share this information with anyone who drop-offs and/or pick-ups your child.

Carpoolers

If you drive to school, you may park in a lined space or on a neighborhood street and walk to the lower entrance of the school to drop-off or pick up your child. Alternatively, you may use the drop off lane, the lane closest to the curb. Police do monitor this intersection.

Prepare for crowds and congestion in the first few days of the school year.

Entering and Exiting the Lower Parking Lot

- When exiting the school driveway on Franklin Street, drivers are restricted to right turns only between the hours of 8am and 4pm on school days.
- Left turns into the school driveway from Franklin Street are not permitted between the hours of 8 am and 4 pm on school days.
- Please be mindful of the students and parents walking through the crosswalk at the entrance of the parking lot.

Drive-Through Lane

- Please pull up as far as you can and always move forward to close any gaps.
- While waiting on the carpool line, please do not block the crosswalk.
- Please remain with your vehicle! Do not park in the drop off lane!
- Once you have dropped-off or picked-up your child safely, please pull out of the lane promptly so that other cars can move forward.

Walkers and Bicyclists

- The safest place to cross is with the crossing guard at the intersection of Franklin and Saul.
- Please use this intersection when crossing the street to school.
- Bicyclists are asked to walk their bicycles once they are on school property.

Arrival and Dismissal

- **Kindergarten and First Grade Parents**– For the first week of school, please have your child wear a name tag (provided at the end of this document if you choose). The name tag should include your child's name, teacher's name, child's address, daytime telephone number, bus number/color and after school arrangements.
- **Kindergarten Students**– Kindergarten students will be escorted to their classrooms by adult staff until our student patrols begin their assignments.
- **All Students**
 - Students are expected to arrive between 9:10 and 9:20. Upon arrival, students should line up outside of their classroom.

- Students arriving after 9:25 are considered late and must go to the office for a pass.
- Dismissal will begin at 3:50 p.m. If a student's plans require a change from their normal dismissal (play date, child care changes), all changes must be made in writing to the school. Please state your child's name, the name of the individual they should be dismissed with, and your signature. In the event of last minute changes to a student's dismissal plans, please call the main office prior to 12:00 p.m. **DO NOT EMAIL TEACHERS WITH SAME DAY DISMISSAL CHANGES-PLEASE CONTACT THE OFFICE.** We ask that you also call the school to confirm receipt. Staff does not always have the opportunity to read email during the student day. Any adults who come to school to pick up a child will be asked to show documentation to verify identification and ensure student safety.
- Kindergarten and first grade teachers bring their students to the lower entrance and wait with them until each student has been picked up by a parent, responsible adult or older sibling.
- If you come to pick up your child before dismissal, please walk into the main office doors and sign them out in the front lobby and office staff will then call for them from class.



[Bus Information](#)

Bus information for the upcoming school year is included here and on our website. Please read carefully both the letters from the Division of Transportation and the routes for Kensington Parkwood Elementary. We will continue to use color to identify the route numbers as identified on the attachment. Families should also be aware that road construction, poor weather conditions, shortage of drivers and accidents can impact the arrival of buses. School buses experience the same traffic delays as the

rest of us -- sometimes even more since bus drivers tend to be more cautious than the average commuter.

Bus Drop-Off

To ensure your child's safe return from school on the bus, please meet him/her at the bus stop. We stress the importance of a parent or other responsible adult being at the stop to receive the child or make other arrangements for your child to get from the stop to the home safely. In the event you or your designee are running late or are otherwise unable to get to the bus stop, you should call the school early enough to have your child held at the school for pick-up rather than put on the bus. Families are encouraged to keep the school's phone number in their cell phone (or with them) so you can make such a call easily.

According to the Department of Transportation, bus operators will let all children off at the bus stop, including kindergarten and first grade students, even if there is no adult there to greet the child. It is important to develop an emergency plan and review that plan with your child. When the bus pulls up and many students get off, there is no one-to-one matching of students to parents. Please understand that safe student transportation is a joint responsibility. Please remind your child to look for you before leaving the bus. We look forward to a safe and successful school year.



School Lunch

The free lunch, snack program has ended as a result of federal funding changes.

School breakfast is \$1.30 and lunch is \$2.55. Any family that qualifies for reduced meal price will be free. The new application for the 22–23 school year is linked here for your convenience.

[WELCOME! \(Si usted necesita cambiar el idioma a español, haga clic en la flecha al lado derecho donde dice Language y elija español.\)](#)

Other information can be found here [Menus – Division of Food & Nutrition Services – Montgomery County Public Schools, Rockville, MD](#)

Lunch Meals

Meals are offered daily in our cafeteria. A variety of items are offered to meet each student's needs and preferences. Under Section 504 of the Rehabilitation Act, a student may be entitled to receive menu substitutions when a doctor determines that a child has a disability which substantially limits one or more major life activities. If you believe your child needs substitutions because of a disability, please contact the main office.

Food Sources from Outside School

The Division of Licensure and Regulatory Services of the Montgomery County Health Department are concerned about food prepared in the home and brought to schools to be served. These concerns, in view of increased incidences of salmonella contamination, deal primarily with egg and poultry products, but also focus on food products that are highly susceptible to spoilage, such as meats, fish, rice, potatoes, and food preparations containing eggs, dairy products, mayonnaise, and similar ingredients.



Birthday Celebrations – We ask that parents send in *nonedible items* that can be distributed to their classmates for any birthday celebrations. We announce student birthdays on the morning television show and invite them to come to the office for a birthday pencil.

School Supplies

Students will not be asked to pay for or provide textbooks, supplementary readers (such as anthologies, atlases, or workbooks), most materials of instruction, audiovisual aids, stationery items not commonly found in the home and required for the student to demonstrate mastery of course objectives, or building or office materials needed to operate schools. Students may be asked to pay for materials of instruction that primarily fit into three categories as follows:

- Items eaten by the student as a part of the course (example: bread baking ingredients).
- Component parts of a product that will become student property (example: sculpting clay).
- Materials of instruction or items of personal use that become the property of the student (example: recorder).

Students are still expected to bring individual organizational tools and personal supplies from home. In addition, there are student fees which are not course-related but local school decisions made by the principal in collaboration with the school and parent leadership. These may include fees for class snacks, special grade-level assemblies, etc. There also may be fees related to field trips, but these will be shared each time there is a trip and not in advance as a school fee.

We are committed to providing all students, regardless of their economic circumstances, with full access to the instructional program. If you need

assistance for any requested expense, or with providing the organizational tools and personal supplies, please contact your child's teacher, our counselor, our assistant principal, or me.

Parent donations of items that enhance the classroom experience are still welcomed, either as donations from individual parents or organized by class parents or by the PTA. They are not required donations and no student will be expected to provide these items, but if you care to contribute, it will be greatly appreciated.

Our supply lists can be found here: [KPES Supply List 2022-2023](#)



COVID PROTOCOLS

Kensington Parkwood will follow all MCPS guidelines. All information and updates will be shared by MCPS and posted on our website. Some of the continuing practices that will be in place this year are:

- Volunteers/visitors
 - All families are welcome in the building for Open House but only students will enter the building the first day when school starts.
 - Volunteers for lunch and recess will begin September 19th. All regular volunteers for lunch and recess must complete the online training which is valid for three years.
 - We will resume the use of the VMS monitoring system so all volunteers must bring their drivers license.
- Outdoor lunch
 - We found that students enjoyed this additional outside time and this took place throughout the year. Outdoor lunch for classes is on a rotating basis. The schedule will be shared in a future Connect -ed message.
- Masks
 - Our school has masks for students who request or need a mask.
- Hand washing/sanitizer
 - We will continue to provide hand sanitizer and encourage hand washing.

- Physical distancing is not possible at full capacity. This was the case last year as well.
- Our air filtration systems have been reviewed and information is also posted online. As a result of recent construction our systems are up to date.
- COVID vaccination is not required but it did impact quarantine status for some students in the past.
- The current quarantine period is 5 days and if this changes we will communicate with families.
- Virtual instruction, *Outclass* will be available for any students who are absent and at home because of COVID. This is not instruction for travel purposes.



Class Lists

Families will be able to find their classes and assigned teachers in the following ways:

- Attend our Open House on **Friday, August 26th**, any time between 2–3pm.
- *ParentVue is available and accessible for all families and class lists will not be posted outside of the building.*
- On the first day of school, **August 29**, adults will be available to greet students and ensure they are able to locate their classroom.



Open House

Kensington Parkwood will hold our popular before–school open house where students can meet their teachers and find their classrooms before school begins.

What: Open House

Who: For **parents and students** in Grades K through 5

When: Friday, August 26

Time: Between 2–3 p.m.

Why: **Meet** and **visit** briefly with their **new teacher**

Classrooms will be closed prior to open house, as teachers will be in meetings or working with their grade level teams. The PTA will host an information fair and other student related programs such as Bar-T and enrichment Activities will have tables. Parents will have an opportunity to join the PTA, sign up to volunteer for particular events or at school, and purchase school spirit items. During your visit, cafeteria staff will be on site for you to deposit money into your child's lunch account.



First Day Notes

School begins this year on **August 29th, 2022**. This will be a regular, full-day session and buses will begin their regular routes on that day.

Name tags are enclosed on the last page

For our younger students,

- Tags should be cut out, completed, and pinned to your child's clothing each morning.
- A nametag should also be pinned to the *inside* of each child's backpack.
- Using the bus schedule please be sure to write your child's route number and color in the box.
- Please indicate if your child goes home as a walker, bus rider, car rider, or to child care.

These information tags will help our staff make the first few days of school organized and safe.

If you are new to Kensington Parkwood we welcome you and your family to our community; if you are returning, we look forward to working with you and your child again this year. Please feel free to call the school office 240-740-3700 with any questions you have. We look forward to seeing many of you at the Open House on August 26th!

**Please make 2 copies, complete and pin to your child's shirt and the inside of their backpack. **

Student Name: _____

Homeroom Teacher: _____

Grade level: _____

I go home by:

- Bus (write route and color): _____
- Walker
- Car Rider
- Bar-T
- Other: _____