

UNLEASH THE SUPERHERO IN YOU!

AT MERRYHILL MIDTOWN



BACK-TO-SCHOOL GUIDE

EASILY NAVIGATE TO EACH SECTION OF THIS COMMUNICATION BY CLICKING THE SECTION NUMBER

FAMILIES CAN EXPECT TO RECEIVE 5 BACK TO SCHOOL COMMUNICATIONS OVER THE COURSE OF THE SUMMER. ADDITIONAL COMMUNICATIONS MAY VARY DEPENDING ON GRADE LEVEL.



- Important dates & school calendar
- Required Parent Orientations
- Optional school wide summer reading programs
- Required Middle School summer reading



- School supply lists
- Uniform options & spirit wear
- Parent Teacher Student Organization (PTSO) info



- Back to School paperwork
- Handbooks
- School schedules
- Drop off/pick up procedures



- Food services: Hot lunch & snack cart
- After School clubs & classes
- School programs: Athletics, SEL, FIERCE, specialty classes
- Middle School Electives & Student Council



- Faculty and staff overview
- 1st day of school reminders
- Save the date: Back to School Night
- Back to School FAQs





BACK TO SCHOOL: SECTION 1

- Important dates & school calendar
- Required Parent Orientations
- Optional school wide summer reading programs
- Required Middle School summer reading



IMPORTANT DATES

Monday, June 12th - Friday, August 11th: Summer Camp

Tuesday, June 20th: Used Uniform Sale, 3:00-4:30PM

Wednesday, July 12th: Midtown Summer Social/Picnic, 11-12:30PM

Tuesday, August 1st: First 2023-2024 tuition payment due

Wednesday, August 2nd: Mandatory Parent Orientation option #1

Thursday, August 3rd: Mandatory Parent Orientation option #2

Saturday, August 5th: Merryhill Night at the River Cats (Regional event with Merryhill Midtown, Merryhill Calvine, and Merryhill Roseville)

Monday, August 7th: All Back to School paperwork due

Thursday, August 10th: Mandatory Parent Orientation option #3 (virtual)

Monday, August 14th - Friday, August 18th: School Closed

Thursday, August 17th:

- End of Summer Family Event & Used Uniform Sale, details & invite to follow
- Class placements/teacher assignments communicated via email in AM

Monday, August 21st: First Day of School!



NEW: MANDATORY PARENT ORIENTATIONS

In early August, we will be holding a series of back to school Parent Orientations. Attendance to one parent orientation is required for currently enrolled families. At least one parent/guardian for every currently enrolled family must attend prior to the start of the school year. Should a parent/guardian not be able to attend, they must contact the school to set up an alternate orientation time.

During the orientation, administration will be reviewing expectations for the Midtown school experience, including guidelines for the 2023-2024 school year. This parent orientation will be aligned with the expectations outlined within the Midtown Parent Expectation Guide, provided to families later this summer.

Advanced registration is required. Please use the button below to register for one session.

- **Wednesday, August 2nd** – 11:30-12:15PM (in person option on campus)
- **Thursday, August 3rd** – 5:00-5:45PM (in person option on campus)
- **Thursday, August 10th** – 5:00-5:45PM (Virtual option on Zoom)





23-24 CALENDAR



Merryhill School Midtown 2023 - 2024 School Year Calendar*

AUGUST 2023							SEPTEMBER 2023							OCTOBER 2023							NOVEMBER 2023						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5					1	2	1	2	3	4	5	6	7				1	2	3	4	
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31					26	27	28	29	30		
DECEMBER 2023							JANUARY 2024							FEBRUARY 2024							MARCH 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9
10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16
17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23
24	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30
31																					31						
APRIL 2024							MAY 2024							JUNE 2024							JULY 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31			
														30													

*subject to change

IMPORTANT DATES:

First & Last Days		
First Day of School	8/21	
Last Day of School	6/6	
First Day of Camp	6/11	
Professional Development/No School		
August PD	8/14 - 8/18	
October PD	10/6	
December PD	12/22	
February PD	2/16	
June PD	6/7, 6/10	
Minimum Day/Early Release for PD		
	9/1, 12/1, 2/2, 5/3	
Academic Breaks		
Fall Break	11/20 - 11/24	
Winter Break	12/25 - 1/5	
Spring Break	4/1 - 4/5	
Holiday Breaks/Campus Closed		
Labor Day	9/4	
Veteran's Day	11/10	
Thanksgiving	11/20 - 11/24	
Christmas	12/25 - 12/26	
New Year's	1/1 - 1/2	
MLK Day	1/15	
President's Day	2/19	
Memorial Day	5/27	
Break Camp Dates		
Winter Break Camp	12/27 - 12/29	
	1/3 - 1/5	
Spring Break Camp	4/1 - 4/5	
Summer Camp	6/11 - 8/9	
Trimester Beginning/End Dates		
First Trimester	8/21 - 11/17	
Second Trimester	11/27 - 3/1	
Third Trimester	3/4 - 6/6	
Progress Report Dates		
First Trimester	10/9	
Second Trimester	1/19	
Third Trimester	4/19	
Report Card Dates		
First Trimester	11/17	
Second Trimester	3/1	
Third Trimester	6/6	
Conference Dates/No School		
First Trimester	10/9	
Second Trimester	3/1	





READING IS A SUPERPOWER

2023

FIERCE SUMMER READING CHALLENGE

JOIN MERRYHILL MIDTOWN FOR A SUMMER READING CHALLENGE THAT CELEBRATES DIVERSITY AND FOSTERS CULTURAL APPRECIATION!

STEP 1: JrK – 2nd: Independently, or with a family member, read any 5 books from the list below or 5 books of your choosing that celebrate diversity.
3rd – 5th: Read any 3-5 books from the list below or 3-5 books of your choosing that celebrate diversity.
6th – 8th: Read any 2-3 books from the list below or 2-3 books of your choosing that celebrate diversity.

STEP 2: After reading, record the name of each book read, along with the date and book rating, on the reading log provided. Then, follow the directions on page 2 to create a one-pager for one book you read. When finished, paperclip or staple the reading log to the one-pager - be sure to include your name!

STEP 3: Completed summer reading challenges can be submitted to the front office during the first week of school, August 21st-25th. All participants will receive a free dress pass and have the chance for their one-pager to be featured in the school newsletter!

DID YOU KNOW? Summer reading provides benefits that extend well past the summer months and helps neutralize summer learning loss or what is commonly known as the "summer slide". Benefits of summer reading range from improved comprehension and memory to increased self-esteem and social-emotional skills!

Choosing "just right" books for your child can be challenging! While suggested age/reading groups are provided for the book list below, we encourage parents to consider both reading level and content (language, themes, etc.) before selecting books for summer reading.




STUDENTS WHO PARTICIPATE IN OUR OPTIONAL FIERCE SUMMER READING CHALLENGE WILL RECEIVE A FREE DRESS PASS & HAVE THE CHANCE TO BE FEATURED IN A SCHOOL NEWSLETTER!

USE THE LINK TO VIEW & DOWNLOAD THE FULL SUMMER READING CHALLENGE.





READING IS A SUPERPOWER

Each year, incoming and current Middle School students are required to complete a summer reading assignment. This is a separate activity from our FIERCE Summer Reading Challenge, which is entirely optional. Our Middle School required reading program is designed to provide all middle school students a range of book selections with varying reading levels and interests, as well as engage them in continued rigorous thinking over the break. Each rising Middle School student must choose one book from the following provided list to read over the summer. For more in depth information on each novel, families are encouraged to look online.

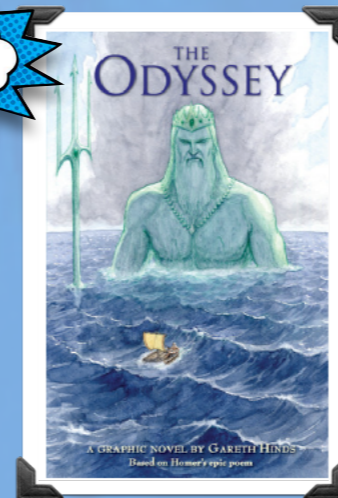
The three novel choices this year are all connected to a theme of "Overcoming Obstacles." The essential question guiding this year's selection will be "What personal qualities help individuals deal with conflict and change?". When students return for class in August, they can expect to engage in literary analysis activities with their Language Arts teachers about the essential question and their summer reading selections. If you have any questions please do not hesitate to reach out to Ms. Sharkey, our 8th grade MS Language Arts instructor, at willow.sharkey@merryhillschool.com.



"Muhammed Najem, War Reporter"
by Muhammed Najem
A teenage boy risks his life to tell the truth in this gripping graphic memoir by youth activist Muhammad Najem and CNN producer Nora Neus.



"Swim Team" by Johnnie Christmas
Bree can't wait for her first day at her new middle school, until she's stuck with the only elective that fits her schedule, the dreaded Swim 101. The thought of swimming makes Bree more than a little queasy, yet she's forced to dive headfirst into one of her greatest fears. Lucky for her, Etta, an elderly occupant of her apartment building and former swim team captain, is willing to help.



"The Odyssey" by Gareth Hinds
With bold imagery and an ear tuned to the music of Homer's epic poem, Gareth Hinds reinterprets the ancient classic as it's never been told before.



BACK TO SCHOOL: SECTION 2

- School supply lists
- Uniform options & spirit wear
- Parent Teacher Student Organization (PTSO) info



SCHOOL SUPPLIES

Please click the link below to access grade level supply lists to purchase school supplies for your child.

- Supplies should be brought to school on the first day.
- Students in JrK-1st grade should bring an extra full change of clothes to store in their cubbies.
- When possible, please label your child's belongings (especially clothing).
- Please check with your child's teacher before sending any additional school supplies with your child.



2

UNIFORMS

There are no changes to school uniforms for the 23-24 school year. Please see below for guidelines and ordering:

- Refer to the Uniform Guidelines for all uniform purchasing requirements. Click the link below to download a copy.
- Click the link below to shop online at School Uniforms by Tommy Hilfiger, our uniform vendor.
- Unless otherwise communicated, students are expected to be in uniform daily on M-TH. Fridays are reserved for Spirit Wear Days (more information on the following slide).
- Should a student not wish to participate in a Spirit Day or Special Dress Day, they should remain in uniform as normal.

UNIFORM
GUIDELINES

SCHOOL UNIFORMS
by TOMMY HILFIGER

FIND YOUR
SCHOOL

SHOP BY SCHOOL NAME OR CODE

SHOP BY SCHOOL NAME OR CODE



or

SHOP COMPLETE CATALOG
(Not Your School's Approved Selections)

BACK-TO-SCHOOL SHOPPING MADE EASY

1

FIND YOUR SCHOOL

2

SELECT YOUR PRODUCTS

3

CHECK OUT



ORDER
UNIFORMS



SPIRIT WEAR

Midtown "Spirit Wear" refers to clothing designed with Midtown colors, logos, and more. These items are sold in the School Spirit Store, located in the front office. Please see below for more information:

- Every Friday, students may wear Merryhill spirit t-shirts and uniform bottoms.
- On the first Friday of each month, and other select days throughout the year, students may wear free dress.
- Non-uniform dates will be communicated in the weekly Sunday school newsletter. These dates will also be listed on the whiteboard located in the lobby, and reminders will be provided in weekly Friday classroom newsletters.
- School spirit sweatshirts can be worn with uniform anytime, and are available at the School Spirit Store, located in the front office.
- Pictured below are several examples of Spirit Wear designs/logos.
- Spirit Wear will be available for purchase beginning in late July; click below to access the order form.





MERRYHILL MIDTOWN PTSO

Our MMPTSO was established in order to build a strong sense of community among students, staff, and families and to enhance the cultural, academic, and social experiences at our school. Families can sign up to join PTSO during several of our Back to School Events, beginning with our End of Summer Family Event on Thursday, August 17th, from 5:30-7:00PM on the Large playground. We also plan to bring back classroom/grade level PTSO parent reps in the 2023-2024 school year. Check out more information on the PTSO page on our website under the parent tab!



Josh Vavao, President

Josh Vavao will once again be joining us as President in his 3rd year with PTSO. He has a daughter entering 6th grade and a son entering 3rd grade. We look forward to having him lead as President for another year!



Lauren Celello, Vice President

Lauren Celello will be serving as Vice President again in the 23-24 school year. Lauren has two children at Merryhill, and has been part of the Merryhill community for 3 years. We're so glad to have her back as VP!



Barrett Snider, Treasurer

Barrett Snider will again be joining us as PTSO Treasurer. His son is entering 1st grade this Fall, and he has been part of Merryhill since his son joined JrK two years ago. Thank you Barrett for keeping PTSO finances in order for another year!



Maria Neider, Secretary

Maria Neider will serve as Secretary again during the 23-24 school year. She has two children at Merryhill, in 2nd and 4th grades. We appreciate your work to support PTSO, Maria!



BACK TO SCHOOL: SECTION 3

- Back to School paperwork
- Handbooks
- School schedules
- Drop off/pick up procedures



BACK TO SCHOOL PAPERWORK

Click the links on the next page to access Back to School paperwork.

- All paperwork is due by Monday, August 7th. Students may not begin school without up to date paperwork.
- Methods for submission:
 - Submit via email to marissa.flores@merryhillschool.com. A confirmation email will be sent upon receipt.
 - Drop off to front office between 8:00AM-4:00PM M-F.
- Information provided in the paperwork packet will be used throughout the school year for a variety of purposes including student illness, mailings, and in case of emergency. Please ensure that your paperwork is both accurate and up-to-date.

Paperwork Completion Reminders:

- Complete required paperwork for each child in your family by following the options below:
 - **Option 1:** Save document on desktop. Type in all information and save. Complete one paperwork packet per child. Print and submit to school or email to submit.
 - **Option 2:** Print and fill out paperwork by hand. Complete one paperwork packet per child. Scan and email to school or submit printed packet to school.
- Additional licensing paperwork is required for students entering JrK for the 23/24 school year. For your convenience, a checklist of required paperwork has been provided on the next page.



PAPERWORK CHECKLIST

JrK Paperwork:

- Field Trip Form
- Student Emergency/Medical Information Form
- Allergy Action Plan Form (if applicable)
- State Licensing Paperwork:
 - Physicians Report
 - Pre-Admissions Health History, Parent Report
 - Identification & Emergency Information
 - Child Care Center Notification of Parents Rights
 - Personal Rights
 - Consent for Medical Treatment

K-8 Paperwork:

- Field Trip Form
- Student Emergency/Medical Information Form
- Allergy Action Plan Form (if applicable)
- iPad Student Pledge
- iPad Policies & Procedures Agreement
- Report of Health Examination for School Entry & updated shot records (Kindergarten only)
- Birth Certificate (Kindergarten only)
- Updated Shot Records (7th grade only) or those with recent shot updates





AUTOMATIC PAYMENT FORMS

Beginning in the 23-24 school year, automatic payments for tuition will be required*, for all tuition payment plans (annual, semi-annual, or monthly). Automatic tuition payment options include credit card** autopay or ACH for checking or savings accounts. Simply click, complete, and submit the forms below to set up automatic payment if you have not done so already. Families who have already signed up for ACH or credit card autopay do not need to resubmit these forms.

Please note that the first tuition payment will be charged/processed on August 1st, 2023.

*3rd party tuition payments will continue to be accepted for the 23-24 school year. Please note that in the 24-25 school year, all tuition payments, including 3rd party payments, must be set up as automatic payments via credit card or ACH.

**A 2.35% convenience fee is added to all credit card transactions. This fee is payable to the processor, Unity FI Solutions. There is no fee associated with ACH autopay for checking/savings accounts.

Automatic Payment Authorization Agreement			
Student Name		Parent/Guardian Name	
Billing Address			
Mobile Phone		Work Phone	
Email			
Bank Name	Account Number	Account Type: <input type="checkbox"/> Checking <input type="checkbox"/> Savings	Routing Number
<p>I hereby authorize Spring Education Group, Inc. (Spring Education) to debit the above referenced bank account, for the amounts of all invoices. The auto draft will occur automatically on the 1st business day of each billing period after a successful prenote test is done on the specified bank account provided. Please note that it may take up to two days for the draft to hit your bank account. This payment option will continue until we have received notification from you to terminate the Automatic Payment Option as payment for your invoices.</p> <p style="text-align: center;">PLEASE STAPLE VOIDED CHECK BELOW</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div> <p>I acknowledge that it is my responsibility to notify Spring Education if I change bank accounts, and to provide Spring Education with updated information. If failure to do so results in the invoice not being paid within seven days of the due date, attendance at the school will no longer be permitted until the invoice is paid in full. Any returned auto draft payments will be subject to our normal returned payment fee as specified in your fee schedule. If an auto draft payment is returned, you are responsible for making payment by check for the amount of the invoice along with the returned payment fee. If an auto draft payment is returned three or more times, we reserve the right to discontinue the auto draft payment option and all future billings must be paid by certified funds.</p> <p>By signing this authorization form, I agree to all the above terms and conditions.</p>			
Name (Print)		Signature	Date
Office Use Only			
School Name		School #	
©2020 Spring Education Group, Inc. Automatic Payment Authorization Agreement			

Automatic Credit Card Charge Authorization		
<p>I hereby authorize Unity FI Solutions, as agent on behalf of Spring Education Group, Inc. (Spring Education) to initiate periodic charges to my credit card as identified below, for amounts owed to Spring Education for all invoices generated during its billing cycle.</p>		
Customer Information		
Student Name		Parent/Guardian Name
Billing Address		
Mobile Phone		Work Phone
Email		
Payment Information		
Name on Card		Last Four Digits of Credit Card
Card Type: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover	Expiration Date	CVC
<p>This authorization is to remain in effect unless revoked or altered. In the event I wish to revoke or alter this authorization, I may do so only by providing written notice to my school no later than 30 business days prior to the effective date of such revocation or authorization.</p> <ul style="list-style-type: none"> I acknowledge that it is my responsibility to notify my school if my credit card expires, and to provide the updated information. Failure to update information could result in late charges and other penalties in accordance with the provisions stated on the Tuition Agreement. I understand that all payments authorized above represent payment in advance of services rendered. I understand that Unity FI Solutions will be adding a 2.25% convenience fee to the amount that is charged to my credit card. This fee is payable to the processor and is not applied to any amount due to Spring Education. The convenience fee may change with 30 days' notice. <p>I hereby attest that the above information is correct. I understand and agree to all provisions of this authorization form and I agree that I will pay for services rendered in accordance with the issuing bank cardholder agreement.</p>		
Name (Print)		Signature
		Date
Office Use Only		
School Name		School #
©2022 Spring Education Group, Inc. Automatic Credit Card Charge Authorization		



HANDBOOKS

Families are provided with copies of our school handbooks each year; content from these handbooks will be reviewed during the August Back to School Parent Orientations. All families and students (as applicable) are required to sign an acknowledgement form confirming that they have reviewed, understand, and will comply with all policies outlined within each handbook. These signature forms are considered part of the required yearly Back to School paperwork.

2023-2024 Required Handbooks:

- [JrK/ECE Family & Student Handbook](#)
- [K-8 Family & Student Handbook](#)
- [Merryhill Midtown School Expectations Guide](#)
- [Volunteer Handbook](#)

These handbooks are also linked on our website in the parent section under "Forms & Handbooks", and emailed to all registered families.



SCHOOL SCHEDULE OVERVIEW

School hours:

- Campus Hours of Operation: 7:00AM - 6:00PM
- Financial Office Hours: 7:30AM - 4:00PM

Academic hours:

- JrK Academic Hours: 8:15AM - 3:45PM (3:00 - 3:45 early dismissal window)
- Elementary School Academic Hours: 8:15AM - 3:45AM (3:00PM - 3:45PM K-5th study hall/early dismissal window)
- Middle School Academic Hours: 8:20AM - 3:45PM

Arrival & Dismissal hours:

- AM drop off for non-B&A students: 8:00AM - 8:15AM
- PM pick up for non-B&A students: 3:45 - 4:00PM
- Early Pick Up option for JrK-5th: 3:00PM - 3:45PM

B&A hours:

- Before School Program Hours: 7:00AM - 8:00AM
- After School Program Hours: 4:00PM - 6:00PM



DROP OFF/PICK UP REMINDERS

To maintain safety and security, it is imperative that all families follow the school's arrival and departure procedures. Please be patient, especially during the first two weeks of school. All procedures outlined on the following 3 pages will also be contained in the School Expectation Guide for future reference.

Parking Lot Reminders

- We ask families to cooperate with the school by following the basic rules during car drop-off and pick-up. While on school property, adhere to the 5 MPH speed limit and refrain from using cellphones. Use caution at all times.
- The parking lot is one way. Please enter from 26th St. and exit to 27th St.
- Park in designated spaces or along the streets surrounding the school. Use the sidewalks/walkways leading into the building and proceed carefully through the one way parking lot.
- From 8:30-3:00PM, the parking lot gates will be closed, and the code #0062 must be entered manually on the keypad located on the left side of the driveway. Please do not share this gate code with anyone other than Family members (parents/guardians and other authorized individuals) listed on the emergency information form.
- Parents should avoid parking in the staff parking alcove during drop off/pick up to reduce pulling in/out across the student crosswalk.
- The security guard supports student safety during arrival and departure times. Please be respectful and follow directions should the security guard or any other staff member request that you slow down, relocate your car, etc.
- Please refer to slide 23 for the Parking Lot Map and Guide, which is also available on our website.

Building Reminders

- Families, students, and visitors enter through the main double doors from the outside, and enter the family access code on the keypad unlocking the doors to the lobby area. Exterior doors located near the kindergarten wing are reserved for staff only.
- From 8:15-3:00PM, the building is closed, and all parents (including JrK parents) are required to check in at the front desk. You will note the stanchion on the front lobby will be up during this time, instructing all visitors to check in at the front desk. Please do not bypass this.



DROP OFF PROCEDURES

General Arrival Details

- When dropping off 1st-8th grade students, please refrain from entering the classrooms.
- JrK students must be escorted directly to the classroom and signed-in.
- JrK and Kindergarten students may receive assistance with their lunches/backpacks. However, please avoid sitting down in the classrooms, using classroom materials, or spending additional time in the rooms outside of the minimal support needed to put away personal belongings at drop off.
- Students in K-8 are to be dropped off in the front office if arriving late. JrK parents may escort students to the classroom after 8:15AM, only after checking in at the front desk. Please make every effort to have your child arrive on time.
- Students enrolled in the B&A program may be dropped off anytime between 7:00AM-8:15AM, while students not enrolled in the B&A program must be dropped off between 8:00-8:15AM.

Arrival Option 1: Curbside drop off, otherwise known as "Kiss-n-Ride", is offered during morning drop off for students in grade K and above; JrK students must be walked/signed in. The "Kiss-N-Ride" procedures are provided below:

- Cars enter the lot from 26th street and continue through lot, keeping to the left side, until stopped adjacent to the loading zone sidewalk. Once the car is stopped, students then exit the driver's side/left side of the car, proceed on the sidewalk, enter the building through the front doors, and proceed directly to their classroom. Cars exit the car line by merging to the right and proceeding through the lot to the exit.
- Students must be seated behind the driver, be able to unbuckle themselves, must have all backpacks, lunch boxes, etc. with them in the back seat to eliminate the need for trunks to be opened. Parents must remain inside the vehicle.
- There is no parking anytime in this Kiss-N-Ride lane. Cars may not be left parked and/or unattended.
- Families with students that cannot unload without parent assistance should not use the Kiss-N-Ride Lane.
- Students must be able to independently enter the door code to enter the building. Those unable to do so must be escorted by a parent, in which case parking in a designated spot is required.
- There is no stopping and/or parking anytime after 8:15AM along the parking lot sidewalk/Kiss-N-Drop Lane. This is indicated by the "NO PARKING" cone sign. All cars must be parked in designated parking spaces and enter the building for late drop offs and/or pick ups.
- The park and walk procedures are provided below:
- Families of students unable to unload without parent assistance, or those wishing to enter the building, must park in the parking lot or on the street, and enter through the main office.
- Parking is limited and families should avoid spots directly across from the Kiss-N-Ride curb, as backing out can be challenging when cars are also unloading along the curb. Please refer to the Parking Lot Map and Guide for more information.
- Please avoid leaving valuables and bags visible in cars during drop off and pick up.
- If arriving late to school, parents must park and escort students into the building, where they will be checked in at the front desk in order for attendance and arrival time to be logged.
- Parents may not escort students to classrooms when arriving late, with the exception of JrK.

Arrival Option 2: Parents may also "park and walk" their child in the building.



PICK UP PROCEDURES

General Departure Details

- If you need to pick up your child early, please go to the office.
- Students will only be released to a Family member (parents/guardians and other authorized individuals) listed on the emergency information form. Students will not be released to a Family member (a parent/guardian or any other authorized person) who appears to be intoxicated or under the influence of a controlled substance. In this event, staff will contact the other parent and/or another authorized person for pick up.
- Please notify the office of any changes in authorizations or emergency information.

Pick Up Procedures

- Parking is required for afternoon pick up.
- 3:00PM-3:45PM is offered as an early pick up window for students in JrK-5th grades only, to minimize crowding during after school pick up. During this time, parents may pick up students directly from their classrooms.
- During the early pick up window, parents may not enter classrooms but should wait at the classroom door, and students will be excused quietly. The early pick up window runs concurrently with study hall. Early pick up is not available for students in MS, as instruction runs until 3:45PM.
- Non-B&A program pick up runs from 3:45-4:00PM, and students enrolled in the B&A program can be picked up anytime up until 6:00PM. Late student pick-ups (after 6:00PM) will result in a charge of \$5/minute.
- There is no afternoon car line, and no stopping along the sidewalk will be permitted. Parents should not call the front office for student dismissal.
- With the exception of the handicapped parking spots, parents should refrain from parking in the "alcove" parking area nearest the front office during drop off and pick up hours to avoid cars pulling across the student crossing area leading from the sidewalk to the front office. While our security guard assists with student crossing during pick up and drop off times, reducing the number of cars pulling in and out of that area will help keep our students, and families, safe.



MIDTOWN PARKING LOT MAP

LOT IS ONE WAY

KEEP SPEED UNDER 5 MPH

AM Drop Off

- B&A program drop off: 7:00-8:15AM
- Non-B&A program drop off: 8:00-8:15AM
- "Kiss-N-Ride" lane procedures:
 - Pull left, adjacent to the unloading zone sidewalk
 - Students must unload from left side of vehicle and be prepared to exit quickly; all backpacks, lunch boxes, etc. should be with them in the back seat to eliminate the need for trunks to be opened.
 - Parents may not get out of their cars in the kiss-n-ride line
 - Remember to pull forward in the line.
 - Vehicles may not be left unattended in the unloading zone or no parking zones.

• Parents may also park /walk students into the building.

• Late arrivals (after 8:15AM) must park/escort students into the building, to check in at the front desk. Parents may not escort students to classrooms when arriving late, with the exception of JrK.



No parking in the unloading zone or staff parking alcove.

Parking street side is highly recommended

PM Pick Up

- Early Pick Up: 3:00-3:45PM, JrK-5th grades only
 - Park, enter building, proceed to classroom. Please do not enter room, students will be dismissed quietly from study hall.
- The building is open for pick up! There is no afternoon car line or option to call inside to have your child sent out. Please plan accordingly.
- Non-B&A program pick up: 3:45-4:00PM
 - Late student pick-ups (after 6:00PM) will result in a charge of \$5/minute.
- B&A program pick up: 4:00-6:00PM
- MS Walk Up Option: Between 3:45-4:30PM, students in Middle School are dismissed from the Large Playground via the gate. MS parents can park on 26th St. for quick access.



BACK TO SCHOOL: SECTION 4

- Food services: Hot lunch & snack cart
- After School clubs & classes
- School programs: Athletics, SEL, FIERCE, specialty classes
- Middle School Electives



FOOD SERVICES: HOT LUNCH

Hot Lunch: Our hot lunch program is provided through Goodfellas4Kids, and can be purchased for \$6.50 daily. Orders are placed on a weekly basis.

- Lunch orders for the week ahead must be placed by 8AM on the first school day of each week, using the link/QR code provided in the weekly Sunday newsletter. Alternately, families may print the lunch menu with QR codes, and use those each week to place orders. Ordering opens every Friday and remains open through Monday at 8AM.
- Lunches are individually packaged and include choice of bottled water or a healthy juice option (typically Honest Kids Organic). A vegetarian option is available daily.
- Please make sure to order from the correct week! If the QR code does not allow you to place your order, it is because you are scanning the code for the wrong week. Please note, lunch ordering is currently closed and will be available starting the first week of school, 8/21.
- The lunch ordering system will be locked after 8AM weekly; no lunches can be ordered after the system locks.
- Lunches must be paid in advance by loading your ALMA account. If the owed balance on your account exceeds \$60 (two weeks of lunches), lunch ordering will be suspended until the account is paid in full.
- JrK and Kindergarten lunches are delivered to the classrooms.





FOOD SERVICES: LUNCH REMINDERS

If not purchasing hot lunch, students should bring lunch from home daily.

- JrK and Kindergarten lunches are consumed in the classrooms. Microwaves are available for teacher assisted heating of lunch items; refrigeration is not available for student lunches. Ice packs are recommended to keep lunches cool.
- 1st-8th grades eat lunch in the Commons (cafeteria) following the schedule outlined below:
 - 1st-2nd grades: 11:30AM-11:55AM
 - 6th-8th grades: 12:00PM-12:25PM
 - 3rd-5th grades: 12:30PM-12:55PM
- Microwaves are available in the Commons for supervised heating of lunch items. Napkins and utensils are also available for students in the Commons.
- In the occasion that a student arrives at school without a lunch, families will be called.
- We are a peanut free & nut aware campus. No foods containing nuts will be served by the school. No foods containing peanuts are permitted in student lunches or snacks.



FOOD SERVICES: SNACKS

Students are encouraged to bring two healthy snacks each day. Students in Kindergarten through 8th grades can also purchase from the snack cart daily.

- A morning and afternoon snack is provided for JrK only; students in JrK can also bring their own snacks.
- The Snack Cart is an optional program is available to students in K-8th grades during morning (K-8) and afternoon recesses (K-5).
- Snack Cart purchases must be paid for using a pre-loaded \$20 Digital Snack Card. Digital Snack Cards can be purchased by loading money into parent ALMA accounts and completing the Snack Card form using the link below. This link will be included in the weekly newsletter throughout the year for easy access.
- Snacks are \$1.00 per item and students are limited to purchasing 2 snack items per recess. Snack accounts are accessible to staff, in order to track purchases and the remaining balance.
- Students will be verbally reminded when their snack "card" is low.





BEFORE & AFTER CARE PROGRAM

The Before and After School program (or B&A) consists of daily activity rotations Monday through Friday for students in K through 8th grades. JrK students remain in the room with their class.

- Before School program hours are 7:00AM-8:00AM. After School program hours are 4:00PM-6:00PM. Students not enrolled in the B&A program should be dropped off no earlier than 8:00AM and picked up no later than 4:00PM.
- The Before School program consists of gym play, outdoor play, and "Commons Lounge" (5th-8th).
- The After School program is highly structured, and runs concurrently with clubs and classes.
- Students enrolled in after school clubs and classes do NOT have to be enrolled in the B&A program, but should be picked up immediately following the club or class.
- The "Commons Lounge" is the school year equivalent of our summer game room, and consists of table top/board games, limited video games, card games, etc. While students will still have the freedom to talk with friends, read, work on homework, use iPads, etc., our goal is to provide a more structured environment to encourage increased socialization and interaction between students.
- The anticipated after school schedule is provided below, and varies by grade level.
 - 4:00 – 4:30: Block #1: organized activities, outdoor play, gym time, Commons Lounge
 - 4:35 – 5:30: Block #2: organized activities, outdoor play, gym time, Commons Lounge
 - 5:35 - 6:00: Block #3: indoor play, gym play
- When picking up from the B&A program, please be mindful that the support staff are actively engaged in supervising students. While we encourage communication, conversations with supervising staff should be limited, and/or scheduled for times when staff are available and not supervising students. Most questions can be addressed at the front desk.
- When picking up, parents can determine their child's location using the schedule provided on the large screen by the round couch. Should you need assistance, simply check in at the front desk.



M2ENRICH:

AFTER SCHOOL CLUBS & CLASSES

Our after school programming extends student learning beyond the academic day through fun and creative options for all students.

- After school club and class options change throughout the year with new catalogs updated and emailed to families three times each school year: Fall, Winter, Spring.
- The Fall Catalog will be made available to families in late August. The catalog will contain descriptions for each club/class, including designated age group, cost, dates, and times for each option. The Fall M2Enrich Session is expected to run for 10 weeks from mid-September through mid-November.
- Clubs and classes will range from approx. \$100-150/10 week session (a total of \$10-15 per club/class).
- An enrollment form will be included on the last page of the catalog; please read the instructions carefully to ensure accurate registration.
- In general, most clubs/classes run once weekly from 3:45-4:30PM or 4:30-5:15PM. However, music lessons and several club options will begin at 3:00PM, and run concurrently with study hall for K-5 students. K-5 students enrolled in these earlier lessons/clubs will be dismissed from study hall on the day of their lesson/club.
- After school clubs and classes are taught by Merryhill Staff, as well as outside vendors who bring their courses to our campus.
- We do expect that classes will fill quickly, and encourage prompt registration and payment to ensure your child's space. Spaces are filled on a first come, first serve basis. When filled, a waitlist is formed.



M2ENRICH: PRIVATE MUSIC LESSONS

Piano and string instrument lessons are offered as part of our after school program for students in K through 8th grades. Spaces are limited, and will be filled on a first come, first serve basis.

- 1:1 music lessons are offered after school by four different music teachers. Options include piano and string instruments including violin, guitar, and ukulele.
- 30 minute music lessons are offered beginning at 3:00PM daily at a cost of \$35/lesson. We reserve the 3PM lessons for students in Kindergarten as students in 1st-8th are actively in class and/or study hall through 3:45PM.
- Students enrolled in music lessons last spring and/or over summer are offered priority in order to continue lessons; remaining spots are offered on a first come, first serve basis.
- Music lessons for the 23/24 school year will begin on 9/11.
- Interested in being added to the music lessons interest lists? Use the link below to confirm your interest and be placed on the list. Families will be contacted individually in August for scheduling specifics.
- If your child was enrolled in spring and/or summer lessons, we ask that you still confirm continued enrollment in lessons.





M2ENRICH: ATHLETICS PROGRAM

In partnership with the Parochial Athletics League (PAL), league sports are available to students in grades 1st to 8th, depending on the sport.

- PAL league sports are competitive teams that play against other private schools in the Sacramento area.
- 2023-2024 sports include track & field, basketball, flag football, volleyball, cross country, and golf.
- Fall sports include:
 - Girls' volleyball (grades 5th-8th)
 - Boys' flag football (grades 6th-8th)
 - Co-ed Cross Country (grades 5th-8th)
- Families can expect to receive communications related to our Athletics program directly from our Athletics Director, Paul Kennedy. The first Midtown Athletic Communication was sent on 7/16 and contains interest surveys for athletes and coach volunteers; a copy of the email can be accessed using the link below.





SPECIALTY CLASSES

Specialty classes provide students in JrK-5th grades with a well rounded education. Our specialty teachers are content experts within their area of instruction. They work closely with classroom teachers to reinforce core content instruction received in the classroom through interdisciplinary connections within their specialty class. Should you have questions about a specialty class, please contact the specialty teacher directly for assistance.

JrK-5th grade specialty classes are offered as outlined below:

- JrK Specialty Classes:
 - PE - 2x weekly
 - Art, Music, and Spanish - 1x weekly
- K-5 Specialty Classes:
 - Art, Music, Technology - 1x weekly
 - Spanish & PE - 2x weekly
 - Design Lab & Counseling/SEL - every other week

Did you know? Students who engage with a broad subject range will develop better life attributes, such as creativity, persistence, and enhanced abilities to communicate and collaborate. A well-balanced education also gives students a more positive outlook on learning!



MIDDLE SCHOOL ELECTIVES

Much like JrK-5th grade specialty classes, our Middle School elective classes provide 6th-8th grade students with opportunities to explore a variety of different topics, with instruction led by core MS and Specialty teachers.

- Middle School elective classes run on a trimester basis. All MS students are required to enroll in two elective courses each trimester.
- Elective courses are held twice weekly T/TH and W/F, from 8:35-9:35AM.
- All enrolled Middle School students are required to complete and submit the MS elective form. Elective Booklet and form will be sent on 8/7.
- Please make a note of elective requirements as students are required to fulfill specific requirements each year: 2 PE courses, 1 arts course (art, music, design) and 1 technology course. The remaining 3 choices are student choice.
- All MS elective forms should be submitted no later than 8/14 .
- Questions regarding MS electives should be directed to Principal Brett Wallis, brett.wallis@merryhillschool.com



FIERCE PROGRAM

At Merryhill Midtown, we have combined social & emotional learning, character building, and development of prosocial skills into a comprehensive “FIERCE” program. FIERCE is an acronym which reflects our WASC School-Wide Learning Outcomes (SLOs), and is also the name of our Mustang mascot!

- The FIERCE program is reinforced throughout the school through biweekly SEL lessons with our school counselor Ms. Grace, classroom meetings, monthly student recognitions and awards, Friday FIERCE raffles, and more. Highlights of the program include:
 - School wide rallies and assemblies
 - Application and analysis of FIERCE traits across content areas within class projects and lessons
 - School wide Monday Morning Meetings focused on the development of SEL skills and community building
 - Yearly program updates based on data collected via our spring SEL student survey
 - Continued training and updated resources for classroom teachers and support staff
 - Standards based grading with 10 pro-social skill areas
 - FIERCE Field Day
 - FIERCE raffle ticket distribution to students exhibiting FIERCE behaviors, and weekly Friday raffle
 - Monthly FIERCE Student of the Month recognitions and awards





SEL PROGRAMMING

In order to further enhance our FIERCE program, we utilize components of the "Second Step" curriculum.

- "Second Step" is a research-based and field tested SEL program that offers age-appropriate and culturally relevant content.
- The program builds a foundation for a positive, inclusive culture through developing social-emotional competencies, which include perspective-taking, empathy, processing emotions, understanding and resolving conflicts, and building positive relationships.
- Digital program components offer a variety in media, activities, and interactive opportunities, which helps engage every learner.





HEALTH & SAFETY PROGRAM

The health and safety of our stakeholders is always our highest priority. Merryhill Midtown has implemented safety protocols and training in accordance with local and state guidelines to mitigate the risk of the spread of Covid-19 and other illness on campus.

- Maintaining a healthy campus requires a collective commitment from all students, staff, and our Merryhill families.
- Specifics about our safety procedures and protocol can be found in our comprehensive Health and Safety Guide, located on our website; we will continue to update protocols throughout the year, as necessary.
- Our focus remains the same: to provide an engaging, rigorous, and differentiated curriculum to our students while maintaining a strong connection to our school community.
- We thank all families in advance for adherence to these protocols.





BACK TO SCHOOL: SECTION 5

- Faculty and staff overview
- 1st day of school reminders
- Save the date: Back to School Night
- Back to School FAQs



MEET THE MIDTOWN TEAM

LEADERSHIP & ADMIN

Leadership Team

- Rachel Kennedy – Head of School, Lower School support (JrK-4th grades)
- Brett Wallis – Principal, Upper School support (5th-8th grades)

Program Management & Student Support Services

- Grace Roodbar – School Counselor
- Paul Kennedy – Manager of Athletics
- Liz Caraballo – Manager of Technology
- Kelly Zelaya – Before & After School (B&A) Program Manager

Support Admin

- Marissa Flores – Office Manager, Front Desk
- Lisa Goerlich – Office Manager, Finance
- Mr. Stephen & Ms. Yolanda – Front Office Support
- Jordan Smith – Director of Admissions
- Jessica Wainscott – Brand Ambassador/Community Outreach



MEET THE MIDTOWN TEAM

LOWER SCHOOL

JrK, Room 103

- Juliana Geraigiry – Lead Co-Teacher
- Ngan Luong – Lead Co-Teacher
- Ashley Thorne – Assistant Teacher

Kindergarten, Rooms 101 & 102

- Monique Ramirez – Teacher
- Megan Griffin – Assistant Teacher
- Megan Lee – Teacher
- Coretha Glover – Assistant Teacher

1st Grade, Rooms 106 & 107

- Elizabeth Wilson – Teacher
- Desrae Maestas – Teacher
- Kayla Padilla – Assistant Teacher

2nd Grade, Rooms 108 & 109

- Celeste Hernandez-Moreno – Teacher
- Rashida Lang – Teacher
- Kiki Chavez – Assistant Teacher
- Karina Magana – Assistant Teacher

3rd Grade, Rooms 201 & 202

- Caitlin Smith – Teacher
- Anna DeCoursey – Teacher
- DeAndre Preble – Assistant Teacher (3rd/4th)

4th Grade, Rooms 203 & 204

- Ellen Lloyd – Teacher
- Cristina Castro – Teacher



MEET THE MIDTOWN TEAM

UPPER SCHOOL

5th Grade, Rooms 205 & 206

- Jessica Marcus – Teacher
- Melinda Rebeterano – Teacher

Middle School

- Ben Gould, Math & Science
- Amy Layus, Math
- Matt Isenhower, Social Studies
- Willow Sharkey, Language Arts
- Daniel Wine, Social Studies
- Chase Baxter, Science
- Michael Egan, Language Arts
- Jahida Lopez, Spanish
- Johana Zapien-Ramirez, Spanish
- Eric Witherell, Language Arts & Math
- Denise Castillo, Science



MEET THE MIDTOWN TEAM

SPECIALTY & MS ELECTIVES

Physical Education

- Paul Kennedy – Manager of Athletics, PE Teacher
- Matt Vanenburg – PE Teacher
- DeAndre Preble – JrK PE

Spanish

- Efrain Rodriguez – JrK-4th Grade Spanish Teacher
- Jahida Lopez – 5th Grade Spanish Teacher

Technology

- Liz Caraballo – Manager of Tech, Design Teacher
- Lindsey Laudato – Tech Teacher

Art

- Rene Martucci – Art Teacher

Music

- Danika Wright – Music Teacher

SEL

- Grace Roodbar – School Counselor, SEL Teacher



MEET THE MIDTOWN TEAM

BEFORE & AFTER SCHOOL/SUPPORT STAFF

B&A Staff

- Angel Baodo
- Cameron Isenhower
- Jaspinder Mann
- Caroline Little
- Andres Mondragon
- Angeline Suico
- Stephen Baxter
- Wesley Johnson
- Lindsay Hurst

Substitute Teachers

- Pam Williams-Pile
- Tiffany Del Toro
- Kim Robinson
- Jen Brinsky



1ST DAY OF SCHOOL

What are the school hours?

The campus is open from 7:00AM-6:00PM. B&A program hours are 7:00-8:00AM and 4:00-6:00PM daily. Academic hours are 8:15AM/8:20AM (MS) to 3:45PM.

Where should we park?

In the parking lot or on the street - street parking adjacent to the school does not require a permit. With the exception of the handicapped parking spots, parents should refrain from parking in the "alcove" parking area nearest the front office during drop off and pick up hours to avoid cars pulling across the student crossing area leading from the sidewalk to the front office.

Can I walk my child to class?

Yes! Our building is open until 8:15AM. Parents can walk students to class in the morning OR drop them off in the Kiss-N-Ride lane. We do ask that parents exit by 8:15 so that classes can begin on time. As a reminder, we ask parents in 1st-8th grades refrain from entering classrooms.

Will my child be able to meet their teacher before the first day of school?

Teacher assignments will be communicated via email directly from teachers to families between 12:00-2:00PM on Thursday, August 18th. This timeline was designed to allow families to determine teacher assignments prior to the End of Summer event, during which time teachers will be available on campus to briefly meet families. Teachers will be available for more in-depth conversations during Back to School Night.

When is back to school paperwork due?

All Back to School paperwork was due on 8/7. Students may not start school without complete paperwork on file.



BACK TO SCHOOL NIGHTS

Join us for Back to School Night!

Wednesday, August 23rd: JrK-4th Grade Parents & Thursday, August 24th: 5th-8th Grade Parents

Back to School Night is designed for parents and/or guardians; we ask that families limit attendance, when feasible, to one adult to reduce the number of attendees in classroom spaces. We also ask that students not attend as this is a parent focused evening and again, to reduce the number of attendees.

Teachers will present twice to accommodate families with multiple children; the first will begin at 5:00PM and the second will begin at 6:00PM. Specialty teachers will be available in the classrooms and look forward to an opportunity to meet and greet attendees.

Additional Details

- Classroom presentations repeat on the hour at 5:00PM and again at 6:00PM.
- All presentation slides will be shared with families to accommodate those unable to attend.
- Fall (football, volleyball, cross country) Sports interest meeting will also be held on August 24th at 6:15PM in the Commons for parents of interested athletes.
- PTSO will have a table set up near the round couch both evenings. Be sure to stop by to become a member and/or to learn more about how they support our school community!
- Parking is always challenging during evening events. Be patient, be kind, and allow for plenty of time.

We hope to see you all this week at Back to School Night!



FAQS: FOOD

Is the campus peanut or nut free?

- We are peanut free/nut aware. Please refer to the handbook for detailed information regarding this policy.

What is available for purchase on the snack cart?

- All items are \$1 and range from granola bars to crackers to cereal to trail mix. No candy is for sale.

When can students purchase from the snack cart?

- The snack cart makes rounds during morning recess for K-8th grade students and afternoon recess for K-5th grade students. JrK students are provided AM/PM snacks in class.

Is there a vegetarian option for lunch?

- Yes, there is a vegetarian option each day.

Can I bring treats for my child's birthday?

- Yes, please speak with your child's teacher about a convenient time for the treats. All treats must be nut free and store bought.

Where can I find the lunch menu?

- Check the website or the weekly newsletter for the hot lunch menu. The menu runs on a two week cycle and all ordering is done online using the QR code or buttons provided in the weekly newsletter.



FAQS: M2ENRICH AFTERSCHOOL

When do after school clubs and classes begin?

The Fall Catalog will be made available to families in late August. The catalog will contain descriptions for each club/class, including designated age group, cost, dates, and times for each option. The Fall M2Enrich Session is expected to run for 10 weeks from mid-September through mid-November.

When do sports begin?

Skills Assessments will be held following the schedule outlined below. Practice for Fall Sports teams will begin week of August 15th; games/meets will start after Labor Day. Practices are generally Monday/Wednesday OR Tuesday/Thursday after school, with game days TBD by the PAL. Fall season runs August through November. Tuesday, August 16th 4:00 – 5:00 PM: 7th/8th grade Girls' Volleyball skills assessment, Gym • Wednesday, August 17th 4:00 – 5:00 PM: 5th/6th grade Girls' Volleyball skills assessment, Gym • Tuesday, August 16th 4:00 – 5:00 PM: 6th – 8th grade Boys' Flag Football skills assessment, Large playground

Who do we contact with questions?

General questions about clubs and classes can be directed to Marissa Flores, our front office administrator, at marissa.flores@merryhillschool.com. Sports questions can be directed to Paul Kennedy, our Manager of Athletics, at paul.kennedy@merryhillschool.com.



FAQS: CONNECTING WITH TEACHERS

How do we contact teachers?

- Email is a great way to first contact staff with questions, etc. All email addresses follow the format of `firstname.lastname@merryhillsschool.com`.
- Teacher webpages are also great sources of information. You can access email and webpages by visiting our website at www.merryhillmidtown.com and following the Parent tab and links to "Our Faculty".
- If you would like to speak with a teacher directly, schedule a time that is convenient for both parties. Just before school starts and dismissal time are very busy for teachers as they need to remain focused on their students and are unable to give you their complete attention.
- Zoom options will be made available for parents not wishing to meet in person.
- Questions about specialty classes should be directed to specialty teachers.



FAQS: CONNECTING WITH STAFF

Who do we contact for other non-classroom related questions?

- Mrs. Marissa Flores, front Office Manager, is usually the first point of contact for families. If you have a question related to school programming (clubs, classes, schedules, lunch, snack, daily procedures, and more!), she can assist and/or direct you to someone who can. We recommend Mrs. Marissa as your first point of contact for most school related questions. She can be reached by stopping by or calling the front desk, or by email Marissa.flores@merryhillschool.com.
- Admissions related questions/concerns should be directed to our Director of Admissions, Jordan Smith, at Jordan.smith@merryhillschool.com.
- Technology related questions/concerns should be directed to our Manager of Technology, Liz Caraballo, at Lizbeth.caraballo@merryhillschool.com.
- Athletics related questions/concerns should be directed to our Manager of Athletics, Paul Kennedy, at Paul.kennedy@merryhillschool.com.
- Before and After School (B&A) questions should be directed to our Manager of B&A, Kelly Zelaya, at Kelly.zelaya@merryhillschool.com.
- Social-Emotional questions/concerns should be directed to our School Counselor, Grace Roodbar, at grace.roodbar@merryhillschool.com.
- Additional questions/concerns remain after speaking with the staff member/s designated above should be directed to administration. Mr. Brett Wallis, Principal, supports students, families, and teachers in 5th-8th grades. Mrs. Kennedy, Head of School, support students, families, and teachers in JrK-4th grades. Both can be reached by email, or by scheduling an appointment for a meeting, phone, or Zoom call.



FAQS: CONNECTING WITH THE SCHOOL

How can I stay connected with the school?

- Staying connected to the school is very simple for our busy families! Read the weekly school newsletter sent every Sunday, the Friday emails sent by teachers, and our website.
- Join the PTSO & be an active member of our school community.
- Volunteer to support events like Trunk or Treat, the Harvest Festival, or the Spring Golf Tournament!
- Stay in contact with your child's teacher. This includes taking advantage of the parent conferences offered throughout the year.
- Attend school events such as grade level socials, Family Dinner Nights, and sports games.
- Follow us on Twitter and Instagram (@MHSMidtown) or Facebook (@MerryhillMidtown) for regular classroom happenings.

END OF SUMMER FAMILY SOCIAL ***YOU'RE INVITED!***

Join us at Midtown for our annual **End of Summer Family Social!** This event will be held inside the building (gym & Commons) and is a wonderful chance for you to meet other Merryhill Midtown families, as well as socialize with our staff and teaching team. Additional event highlights are included below.



**USED
UNIFORM
SALE!**



**MEET & JOIN
OUR PTSO**



**ENJOY
GAMES!**



**PURCHASE
SPIRIT WEAR!**



**MEET THE
TEACHERS**

THURSDAY, AUGUST 17TH, 5:30-7:00PM

**LET'S MAKE
THIS YEAR
SUPER!**

