

Carroll Manor Elementary School

Phone: 443-809-5947

4434 Carroll Manor Road • Baldwin, Maryland 21013

Fax: 443-809-5948

School Hours: 8:30 am-3:30 pm

August 9, 2023

Dear Carroll Manor Families,

We hope your summer has been filled with rest, relaxation, and fun! Now that August is here, we continue to prepare for the 2023-2024 school year. This planning for the upcoming year has been the order of business for summer as we continually strive to enhance and refine our instructional program.

These are the changes in staff assignments this school year (*subject to change*):

- Ms. Megan Dominick will be part time Reading Specialist, along with Ms. Tracy Wright
- Ms. Leanne Williams will be teaching 3rd grade
- Ms. Nora Macchia will be teaching 4th grade
- Mr. Chris Podles will join CMES to teach 5th grade
- Ms. Corinne Keppeler will be teaching all 5th grade math classes
- Mr. Andy Mueller will be joining us as the part time Exploratory and Instrumental Music teacher
- Ms. Teresa Scheler is joining us as a paraeducator
- Ms. Liz Varipatis will be our new School Psychologist
- Mr. EJ Eberly will be an additional evening Building Service Worker (custodian)

An invitation is extended to parents and students for our **Back-to-School Open House on Thursday, August 24th, 2023 from 4:00-4:30pm (last name A-M) and 4:40-5:10 pm (last name N-Z)**. Families will enter via the breezeway door. This is the time to visit the building, check out your child's classroom, reconnect with friends, and meet the teachers. This is the only time that will be set aside for meeting the teacher because teachers need to devote their time to classroom preparation, lesson planning, health and safety, and professional learning in order to be most prepared for the beginning of the school year. **New Family Orientation will be held from 3:30-4:00 pm**, just before the Back-to-School Open House, in the cafeteria. This is for families completely *new to CMES only*. All new families, regardless of last name, may proceed to the Open House immediately following the orientation that ends at 4:00 pm.



Raising the bar, Closing gaps, Preparing for our future.

Carroll Manor Elementary School

Phone: 443-809-5947

4434 Carroll Manor Road • Baldwin, Maryland 21013

Fax: 443-809-5948

School Hours: 8:30 am-3:30 pm

If your child is in grades 1-5, you will find the name of your child's homeroom teacher for the upcoming school year by logging into your **Parent FOCUS Portal** after Friday, August 11, 2023. At that time, FOCUS should be updated with 2023-2024 school year information.

Our school hours are 8:30 am (the late bell rings at 8:45 am) to 3:30 pm. If your child is a car rider, please **do not drop him/her off or have them exit cars before 8:30 am and please be to school at 3:30 pm** for pickup. If your child is a bus rider, please know that it takes a few days for bus routes to run on-time as scheduled. It is recommended that you are at your bus stop a 5-10 minutes early just in case, at least until the route times become consistent.

We hope the remainder of the summer is enjoyable and that you have found time to do the things you enjoy with the people you love! Our staff is looking forward to an outstanding 2023-2024 school year. We are excited to continue working with you to provide an extraordinary instructional program and optimal learning environment.

Sincerely,

Angela McNelly, Principal

Tracy Hanley, Assistant Principal



Raising the bar, Closing gaps, Preparing for our future.