



**Welcome to  
Ellicott Mills  
Middle School**

**2024-2025**



# EMMS Administration



**Ms. Christine Johnson**  
Assistant Principal



**Mr. Gaylord**  
Principal



**Felicia Essien**  
Leadership Intern

# Today's Agenda

- EMMS Vision
- Who's who
- Success through Meaningful Communication
- Schedule
- Engagement and Support
- Follow-Up



## Norms:

- Start and end on time.
- Foster a climate of caring, trust, and respect.
- Listen actively.
- Manage technology in order to be present.

# **Love Me Where I am**

- Robert Ricken  
1985

**At Ellicott Mills, our focus for  
the year is...**



**Soaring Toward a Culture of  
Belongingness and  
Differentiation!**

# Ellicott Mills School Improvement Plan



## The Care Plan: Attendance & Discipline

A reflection of the values and beliefs of EMMS educators and staff as it relates to preserving dignity, building a restorative culture where all students can achieve.

## Math

A reflection of the commitment to implement strategies that promote student discourse to make meaning and create strong math identities for students.

## Literacy

A reflection of the commitment to implement reading strategies that promote and deepen student comprehension in order to be more effective readers and writers .



Rachel Schwaab  
A to G



Stephanie Martini  
H to O



Grace Nickols  
P to Z



## Ellicott Mills Middle School Counselors



Ms. Thorn is your Synergy Expert

[donna\\_thorn@hcpss.org](mailto:donna_thorn@hcpss.org)

Ms. Shafer is your Attendance and Records Guru!

[heather\\_shafer@hcpss.org](mailto:heather_shafer@hcpss.org)

To contact them please email or call the school 410-313-2839



Donna Thorn -  
Data Clerk



Heather Shafer -  
Secretary/Registrar



# EMMS Student Service Personnel



**Judy Wolf**  
**Principal's Secretary**



**Karen Good**  
**Teachers' Secretary**



**Patty Neilon**  
**Teachers' Secretary**



## **EMMS Front Office Secretaries**



**Ms. Laura  
Burch  
6th Grade**



**Ms. Charlene  
Linkous  
7th Grade**



**Mr. Brian  
Donoughe  
8th Grade**



**Ms. Jaimie  
Kiska  
Related Arts**



# **EMMS Team Leaders!**



**Christy Batelka**  
**Media Specialist**



**Liz Temenak**  
**Media Assistant**



## **EMMS Media Center Staff**

**Follow us on Instagram! @batelkasbookshelf**



# Notes from the Media Center

## **Chromebooks**

Students will receive an HCPSS-issued Chromebook and charger during the first week of school. These will have name labels.

Students are financially liable for lost devices and neglectful physical damage such as plucked-off keys, liquid damage, dropped devices (cracked screens, broken casing), etc. Students are not liable for normal wear and tear on ports, etc.

## **Got technology, Canvas, or media-related questions?**

Contact Mrs. Batelka via her Canvas inbox or email her at [christina\\_batelka@hcpss.org](mailto:christina_batelka@hcpss.org).

# TECH TO-DO LIST FOR PARENTS

- Review Chromebook obligations and care with your child.
  - Consider investing in a case!
- Lightspeed Parent Portal Sign-Up
  - Parents/guardians may select to receive automated weekly emails on Sunday summarizing their student's HCPSS Chromebook internet usage. The same email contains an option to sign up for the Lightspeed Parent Portal, which provides near real-time information on a student's HCPSS Chromebook internet activity, and offers the ability to pause web browsing when not on the HCPSS network.

# TECH TO-DO LIST FOR PARENTS

- **Google Additional Services** (Youtube, Google Earth, Google Translate)
  - These services are parent opt-in. Students CANNOT use them without your permission.
  - If you'd like to enable your child's access, you must do it through [HCPSS Connect](#).
  - If you don't enable access, students will still be able to access instructional videos teachers embed in Canvas.
- **Review Student Username & Password**
  - Forgot this info? Visit [hcpss.me](http://hcpss.me) and scroll down!

# Canvas Interface



The screenshot shows the Canvas student interface. At the top, it says "Welcome, MS Student!". Below this is a navigation bar with four items: "Homeroom" (highlighted with a red box), "Schedule", "Grades", and "Resources". To the right, the "Important Dates" section is also highlighted with a red oval. The main content area shows "TVMS - 6th Grade" with a notification about a "Final call for paperwork for D.C. Fieldtrip". Below this is a "My Subjects" section with three subject cards: "MIDDLE SCHOOL LANGU..." (with 1 due today and 1 missing), "MIDDLE SCHOOL SCIENCE" (with nothing due today and a lab tomorrow), and "MIDDLE SCHOOL ART" (with nothing due today). On the right side, there are "Important Dates" for "Monday, August 16", including "field trip" and "Chapter test".

Be sure to review the Orientation Guides & Videos on Canvas if you're new to this platform!

HCPSS has both [student and parent orientation Canvas videos](#), and they're very helpful. Please consider watching these orientation videos with your child prior to the first day of school. The link is also posted on our EMMS website.





# ELLICOTT MILLS MIDDLE SCHOOL

## STUDENT RESOURCE COMMUNITY

Ellicott Mills Middle School Student Resources

[Home](#) [Schedule](#) [Modules](#) [Resources](#) [Groups](#)

No recent announcements

Look for The Mill Updates announcement at the beginning of every week! Be sure to turn on notifications to receive them in your personal email!

On Canvas Home Page

Media Resources, Programming, & Events

**TECH SUPPORT**



**AT THE MILL**

## EMMS Family Technology Support Team

Team of EMMS staff ready to support a variety of needs

Please use [this form](#) to submit tech needs (link also on EMMS website)

Please troubleshoot using Resources on [hcpss.me](http://hcpss.me) first!



# Know Your Log-In Info!

HCPSS Connect (be sure  
your Family File is updated)

Use the Forgot Password  
button on [hcpss.me](https://hcpss.me)

Complete Tech Support  
Form if you need assistance!

Student Services  
staff are available in  
the Media Center  
today to assist you  
with Family File  
updates!

# Health Services



- [Health Services](#) information can be found online and will be continually updated.
- All families, students, staff and visitors should conduct daily health checks prior to entering any HCPSS building and/or school bus.
- [Details, including infection control protocols for communicable diseases like COVID-19](#), are available online.

# Daily Health Checks



All students, staff and visitors should perform daily health checks and may not enter an HCPSS bus or building with ANY of the following:

- fever of 100 degrees or higher
- sore throat
- cough
- difficulty breathing
- diarrhea or vomiting
- new onset of severe headache (especially with fever), or
- new loss of taste or smell

# Breakfast, Lunch & Recess Procedures



- Breakfast and lunch will be available to students daily, either for purchase or provided for families who qualify for free or reduced meals
- Students may bring breakfast and/or lunch from home
- If students bring their lunch, this will be kept in their lockers until their scheduled lunch period
- Students will leave backpacks in their lockers during lunch this should include their all technology.
- EMMS will offer an outdoor eating opportunity for lunch (weather permitting)
- Students will have the option to go outside for recess during the first 15 minutes of lunch

# Student Meals & Payments

For the 2024-2025 school year, we will continue to use [the parent site LINQ Connect](#) as our online portal. This allows families to make online payments to their child's meal account, monitor their child's account, schedule automatic recurring payments, set up low balance alerts, submit a Free and Reduced Meals program application, and more.



Find your  
[daily meal price](#). HERE!!!

# Free and Reduced Meals - check your eligibility today!

Many HCPSS families are eligible to participate in the Free and Reduced Price Meals (FARMS) program, which provides children with a wide range of benefits including free or discounted college tuition, testing and application fees, academic and athletic program fees and many others in addition to free or discounted meals.

Families are urged to check their eligibility and complete a FARMS application as soon as possible. **Families must submit a new application every school year.**

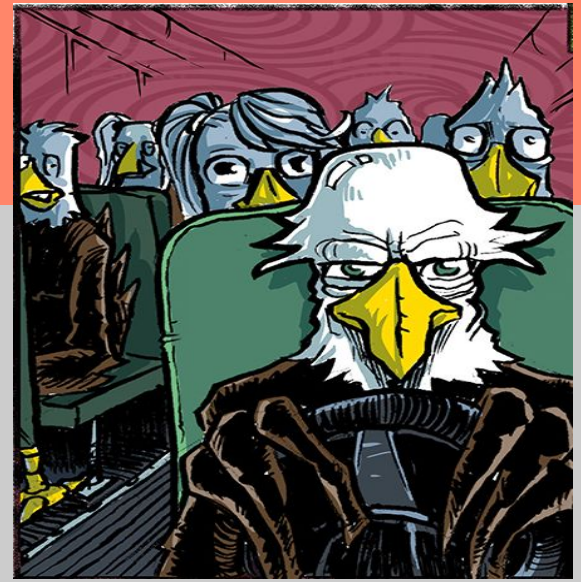
[Details on the Free and Reduced Meals program](#), including a link to apply, are available online.



# Transportation: EMMS doors open @ 8:15am

## Bus:

- Information about bus pick-up and drop-off times is available at; **Bus Locator** on the website **HCPSS.org** and also via HCPSS Connect. Students should be at assigned bus stops 10-15 minutes prior to their scheduled morning pick up times.



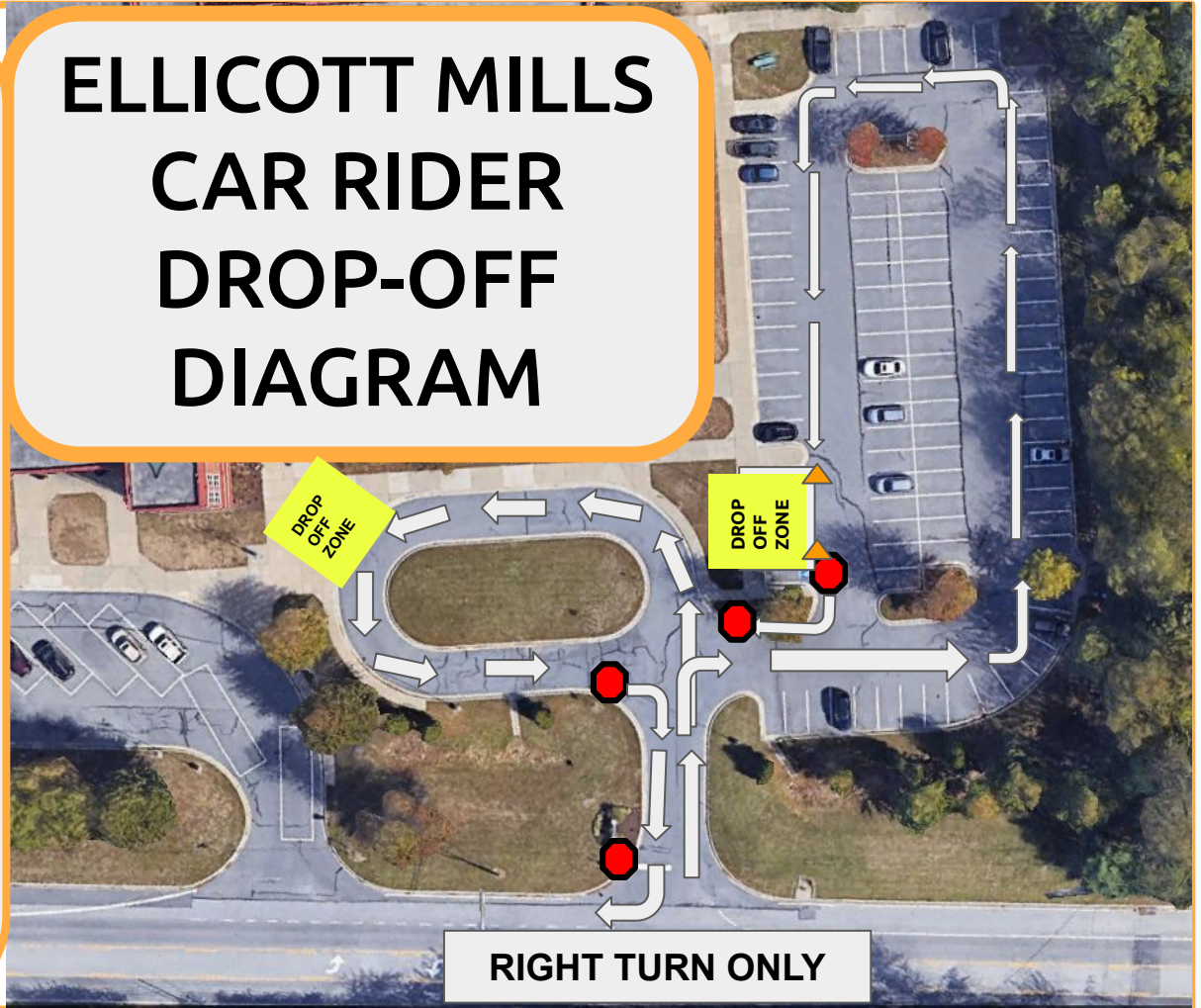
## Car:

- Parents who transport their children to/from school by car are asked to enter the staff parking lot and follow along the eastern side of the lot, pulling up to the handicap parking area and forming a queue. Please follow the directions of the staff who are on duty.
- For safety sake:
  - Students should exit cars on the right side.
  - NO cars should pull out of the queue and pass on the right.

# CAR LOOP DROP OFF

1. Please follow all traffic laws and regulations.
2. Please pull all the way forward before dropping your student off.
3. Drop off students in the designated drop off zones.
4. Follow directions of staff member.
5. Right turn only when exiting.

# ELLICOTT MILLS CAR RIDER DROP-OFF DIAGRAM



# One-to-One Technology Updates



## HCPSS Student Devices

### Chromebooks:

- All 6th graders and new HCPSS students will be assigned their own laptop and charger soon.
- All returning students have been assigned their own laptops and chargers.
- Families have the option to have students store their Chromebooks at school; however, some assignments and instruction may not be accessible with home devices.
- Families are liable for lost or damaged computers. Damage or loss will be evaluated by an administrator to determine liability. If students are found to be liable, HCPSS Office of Technology and Finance will follow up with families.

# HCPSS Cell Phone Policy at Ellicott Mills

- Middle School students will not use personal technology devices during non-instructional time, to include but not limited to transition between classes, lunch, recess, or in bathrooms. (HCPSS Policy 8080 - Responsible Use of Technology, Digital Tools, and Social Media)
- Note: This is a HCPSS Policy, not a EMMS policy



# Personal Electronic Device (PED) Violations

(includes cell phones, ear buds, smart watches, or any other electronic devices)

## 1st Offense(s)

Staff provide a warning(s) in class and may collect PEDs to be returned to student at the end of the period, before making this an office managed behavior.

If teachers allow students to use PEDs, please remind students to discontinue use before leaving class. This is up to teacher discretion.



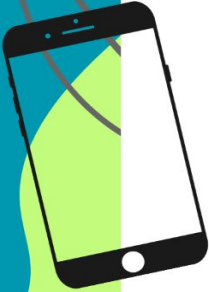
## 2nd Offense

Staff asks student to surrender PEDs and/or notifies Front Office.  
PEDs are kept in the Front Office.  
Student gets their PEDs back at the end of the day.



## 3rd Offense

Staff asks student to surrender PEDs and/or notifies Front Office.  
PEDs are kept in the Front Office and Parent/Guardian is called.  
Student gets their PEDs back at the end of the day.





### 4th Offense

Staff asks student to surrender PEDs and/or notifies Front Office.  
PEDs are kept in the Front Office and Parent/Guardian is called.  
Student loses PED privileges. PED must be dropped off in the Front Office for 1 week.



### 5th Offense

Staff asks student to surrender PEDs and/or notifies Front Office.  
PEDs are kept in the Front Office and Parent/Guardian is called.  
Student receives ODR and loses PED privileges. PEDs must be dropped off in the Front Office for 2+ weeks.

★ Any additional offenses will result in an ODR and administrative actions.





# Decoding Learning Terminology

- **Content:** Math, English Language Arts, Science, and Social Studies - *full year classes*
- **Required classes:** PE, PE, Health, Tech Ed - quarterly classes (*everyone takes 2 quarters of PE*)
- **Related Arts (RA):** Music, Art, FACS, Theater - *quarterly classes*
- **Performing Arts:** Choir, Band, Orchestra - *full year classes*
- **Electives:** Digital Citizenship, 21st Century Learning, Boost The Brain, Intro to Readers & Writers Workshop - *quarterly classes*; GT Research - *semester class*
- **S.E.T. (FLEX/SEL):** Set Enrichment Time - Social Emotional Learning - *this will take place on Wednesday Mornings*

# 6th Grade Weekly Schedule

<b>Synergy</b>	<b>Periods</b>	<b>Times for 6th grade</b>
<b>1</b>	Period 1	8:25-9:22
<b>2</b>	Period 2	9:25-10:15
<b>3</b>	Period 3	10:18-11:08
<b>4</b>	Period 4/5	11:11-11:41
<b>5/6</b>	Lunch	11:44-12:34
<b>7/8</b>	Period 7/8	12:37-1:27
<b>9</b>	Period 9	1:30-2:20
<b>10</b>	Period 10	2:23-3:15



# 7th Grade Weekly Schedule

<b>Synergy</b>	<b>Periods</b>	<b>Times for 7th grade</b>
<b>1</b>	Period 1	8:25-9:22
<b>2</b>	Period 2	9:25-10:15
<b>3</b>	Period 3	10:18-11:08
<b>4/5</b>	Period 4/5	11:11-12:01
<b>6</b>	Lunch	12:04-12:34
<b>7/8</b>	Period 7/8	12:37-1:27
<b>9</b>	Period 9	1:30-2:20
<b>10</b>	Period 10	2:23-3:15

# 8th Grade Weekly Schedule

<b>Synergy</b>	<b>Periods</b>	<b>Times for 8th grade</b>
<b>1</b>	Period 1	8:25-9:22
<b>2</b>	Period 2	9:25-10:15
<b>3</b>	Period 3	10:18-11:08
<b>4/5</b>	Period 4/5	11:11-12:01
<b>6/7</b>	Period 6/7	12:04-12:54
<b>8</b>	Lunch	12:57-1:27
<b>9</b>	Period 9	1:30-2:20
<b>10</b>	Period 10	2:23-3:15

# Sample Student Schedule

Course ID	Course Title	Section ID	Term	Period		Meeting Days	Level	Teacher Name
				Begin	End			
Q1								
MA-101-1	Mathematics 6	MA6-PD1	FY	1	1	A		Burch, Laura
LA-101-1	English Language Arts (ELA)	LA6-PD2	FY	2	2	A		Hernbroth, Tara
SO-100-1	Geography/World Cultures	SO6-PD3	FY	3	3	A		Sandersen, Elizabeth
6999	Lunch	Lunch6	FY	4	4	A		Burch, Laura
HE-100-9	Health	HE6-PD5/6-Q1-S	Q1	5	6	A		Schuh, Cheryl A.
LA-163-9	Intro Read/Write Workshop	INTRO RW-PD7/8	Q1	7	8	A		Kovens, Stacie L.
SC-100-1	Science I	SC6-PD9	FY	9	9	A		Collins, Zaki
VA-100-9	Art Grade 6	ART6-PD10-Q1	Q1	10	10	A		Bracco, Michael S.

# How can I support my child?

- Become familiar with Canvas and other information resources and check them regularly.
- Set a time to review your child's Canvas todo list.
- Reach out to your child's teachers and his/her counselor.



# What does my child need for school?

1. Bookbag/Backpack (yes they are allowed)
2. School Issued Laptop only (**Fully charged please!**)
3. **Laptop Charging Cord**
4. Headphones or earbuds for laptop
5. Writing Utensils & Binders w/ folder/dividers
6. Lunch (if bringing from home)
7. **Small** supply of basic school supplies (pencil, pen, paper, notebook)
8. Art Sketch books are available for purchase in the school store.





**Ellicott Mills Middle School**

**PTA Fun**

**SY 2024-25**

# PTA Board 2024-2025

- **President: Cara Adornetto**
- **Vice-President: Amanda Goeke**
- **Treasurer: Tomi Adebo**
- **Recording Secretary: Larissa Gill**
- **Corresponding Secretary: Honey Sward**
- **PTA-Howard County Delegates:**
  - **Monique Jennings, Winnie Gathitu**
- **Teacher Appreciation: Tina David**
- **School Store Managers: Hedgi Chao, Cathy Chiu**



**We would love an assistant Treasurer to train!**



# Why Join the EMMS PTA?

Make a difference in your child's education.

## CHILDREN BENEFIT

Research shows that children perform better when parents are engaged in education both at HOME and at SCHOOL. Parental involvement boosts student achievement.

By joining the PTA, your child will see first hand the importance you place on education. The PTA is the largest child advocacy organization in the country, and advocates for ALL children.



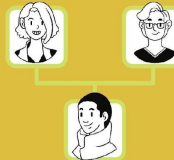
## SCHOOLS BENEFIT

The PTA provides support for administrators and teachers. PTA strives to create a positive and caring atmosphere in the school.

PTA addresses issues that are important to parents and public school administrators. PTA partners with a variety of programs that enhance schools. The advocate for funding and issues that affect various aspects of education and student well being.

## MAKE CONNECTIONS

PTA involvement helps you stay connected with the school and allows you to gain a broader perspective of how you can play a supportive role. You also make connections with other parents, business partners and agencies that share a common goal of student achievement. Working together helps build a stronger foundation for students to grow and thrive.



## IT'S GOOD FOR YOU

Volunteering with your PTA allows you to contribute your skills and knowledge for the benefit of not only your child but for your school community. PTA can help you gain expertise as a leadership volunteer, build your resume, and make friends for life.



# PTA Events for 2024-2025 School Year

- Staff appreciation events monthly
- Run the School store
- Run concessions for school play
- Stock our School Event
- Coordinate Restaurant nights
- Social Events - Skate Night, School Dance
- Shakespeare Residency
  - Help fund this in house workshop for Grade 8 English
- Grade 8 - year end events- picnic and dance
- Helped launch our EMMS Community Garden
- Would love to add more events if folks want to volunteer to organize them



# So, why wait? Sign up now!

## PTA Meetings:

- PTA Board plans to meet **2nd Wednesday** of each month - all Virtual
- Parents can provide feedback/ideas to PTA Board at these meetings

## Web link:

- <https://ellicottmills.givebacks.com/store>



# EMMS GARDEN CLUB

## We Need Your Help!

Our mission is to foster the community's connection between food and the environment. The garden will nurture the health and wellbeing of the diverse school community through interactive gardening activities.

We have raised \$1500 which paid for the installation of a chain link fence that will protect our garden. We now need to raise an additional \$1000 to purchase the necessary materials to build and fill the garden beds.

Below is a QR code that will direct you to a website where you can make a direct financial contribution to help finish building our school garden and sustain this valuable program throughout the year.

If you have any questions or would like to get involved with the garden club, please reach out to Evan Volski (evan\_volski@hcpss.org)

Thank You!



SCAN ME



## EMMS School Messenger & Website

School-Specific News & Resources

On Fridays, look for School  
Messenger Updates from Mr.  
Gaylord (should go directly to your  
email inbox)



# Problem with My Child's Schedule



Rachel Schwaab  
A to G

No problem! Your School Counselors **Ms. Nickols, Ms. Martini, and Ms. Schwaab** will be available to answer scheduling questions during the orientations. They will be stationed in the **Media Center**. You can come see us if your student is missing a class, if they have a double class, or if they are in the wrong level. They are not making elective changes.



Stephanie Martini  
H to O



Grace Nickols  
P to Z

**\*Reminder: ALL students take two-quarters of PE during the year.**



# BTSN!

Join us for our in-person  
*Back-to-School Night* on

**Thursday, September 5th**

**5:00pm-Math Equitable Grading**

**6:00pm BTSN**

More information to come.



## Time to meet your kiddo... but first!

- A student ambassador will arrive to take you to your child's PD 1 class
- You will have 30 mins to: 1) walk your child's schedule 2) get lockers set up!
- Please note, this is not the time to talk to teachers about their curriculum or specifics about your child.
  - BTSN- Curriculum and Getting to know your child's teachers
  - School Counselors- If you have child specific topics to discuss, please reach out to your child's counselor or email the teacher directly.
- Please stop by the Block Party on the blacktop!



# Lockers!

- If your student has any issues with their lockers.
- No need to worry we will have everything ready on Monday.
- Staff will walk students with lockers as they get used to them.



**Let's go find  
your child in  
their PD 1 class!  
The student  
ambassador will  
take you there!**



<b>First Period Teacher</b>	<b>Room</b>
<b>SANDERSEN</b>	<b>C/R 1</b>
<b>KOVENS</b>	<b>C/R 2</b>
<b>SWANK</b>	<b>C/R 3</b>
<b>HERNBROTH</b>	<b>C/R 4</b>
<b>ROSENSTEIN</b>	<b>C/R 5</b>
<b>LINKOUS</b>	<b>C/R 7</b>
<b>BURCH</b>	<b>Portable 3 (outside)</b>
<b>SPANIER</b>	<b>C/R 7</b>
<b>COLLINS</b>	<b>S/L 3</b>
<b>RICHARDSON</b>	<b>C/R 57</b>