



Cold Spring Elementary School

Home of the COUGARS

Welcome to the 2022-2023 School Year

School Phone Number: 240-740-4390 [Cold Spring Elementary Website](#)

At Cold Spring Elementary School, we cultivate a positive inclusive community that inspires academic success, creative thinking, and social responsibility for all students today, tomorrow and beyond.

Welcome to Cold Spring Elementary School and welcome to the 2022-2023 school year! This summer mailer is intended to provide you with detailed information for a smooth and safe start to our school year. Our amazing building services team has been working diligently to prepare classroom and office spaces and our new interior paint has our building sparkling! We cannot wait to welcome you back and hope you love it as much as we do.



Teachers and staff have been engaging in math, literacy, and well-being training all summer so we can best support every student at Cold Spring. We are eager to share programming upgrades with the shift to Structured Literacy in the primary grades and the Enriched Literacy Curriculum Pilot for our fourth and fifth grade community students. We will also be implementing small group instruction in Eureka Mathematics with more opportunity for unique instruction tailored to your child/children. We plan to share more specifics regarding curriculum in our monthly publication of *The Cougar Connection* and PTA meetings this school year. There is no doubt that our Cougars will continue to demonstrate excellence in the classroom and beyond!

As always, safety is our top priority for your children. We have planned to maintain all health precautions in an effort to reduce the risk of sickness. Hand washing routines, optional masking, and outdoor lunch will remain in place. We will also be providing our classrooms with hand sanitizer and masks as we receive supplies from the county. As with this past school year, we plan to keep our parent community as informed as quickly as possible if we should need to pivot for any health reasons this school year.

As we continue to prepare for the upcoming school year, please don't hesitate to reach out or call with any questions you may have. Our school website will also serve as a wealth of information along with the details below. We are looking forward to a great year together!

With excitement & pride,

Principal Hambrecht & ASA Legarreta



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The NEW Cold Spring Family Handbook

Please take time to familiarize yourself with our Cold Spring Elementary School Family Handbook. We have developed this thorough resource for our school community. Each section reviews the MCPS Policy and Cold Spring Elementary School rules and/or procedures. All students will receive a copy of the Student Code of Conduct to take home the first week of school and a paper copy of the entire handbook can be provided from the front office upon request. The electronic version linked above will be housed on our school website under the Quick Links section.

Our Cougar Staff ❤️

Our amazing Cougar staff has been gearing up for a great year ahead after some much needed and deserved rest. Below you will find our Cold Spring Staff Roster which outlines staff members, their 2022-2023 positions, and their emails.

This school year we are welcoming Mr. Patrick Chen to our Cougar family as a fourth grade teacher. Mr. Chen is a recent Towson University graduate and a Wootton High School alum. Mr. Chen is eager to begin his career at Cold Spring and give back to the community that raised him. We are also welcoming Ms. Shari Bergel as our new Art teacher. Ms. Bergel is a veteran teacher coming to us from Gaithersburg Elementary. She is passionate about developing students' love of art and self expression. Finally, we are happy to have the return of Mr. Christopher Poet to Cold Spring as our Instrumental Music teacher.

You will also notice Ms. Brooke Leidy and Ms. Sartira Loebach will be moving up to fifth grade. Both Ms. Liedy and Ms. Loebach are excited for this rare opportunity to teach their students two years in a row, as well as ensure students are adequately prepared for their middle school years. On a similar note, Ms. Alex Hohenhaus will be returning to fourth grade.

Cold Spring Staff Roster



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School Hours

The first day of school is August 29, 2022.

School Operational Hours

8:00 am - Office Opens

8:53 am - Students Enter School Building

9:00 am - Instruction Begins

3:25 pm - Dismissal

4:30 pm - Office Closes

Student Absences

Parents are asked to telephone the school prior to 9:00 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 CSESabsence@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 absences, 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

Late arrivals - Please make sure to escort your child/children into the building and sign them in if you are late to school for any reason. Our attendance secretary Ms. Okoroha, will be happy to help you as you sign in with anything you may need.



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Grade Level School Supplies

Grade level school supplies are linked below . You can also find them on our school website and through The School Toolbox online platform. Students are expected to bring individual organizational tools and personal supplies from home. 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. You may see donation items on the online platform mentioned above so if the list on our website looks different, this is why. Some donation items include ziploc bags, clorox wipes, hand sanitizer, soap, tissues, and expo makers. They are not required donations and no student will be expected to provide these items, but if you care to contribute, it will be appreciated.

[Cold Spring Elementary School Supply List](#)

Communication

Please make sure you have activated your MCPS ParentVUE account. This platform will be utilized as the primary home-to-school communication vehicle for Cold Spring to share information regarding grades, attendance, scheduling, myMCPS classroom information, and more.

ParentVUE Resources:

[MCPS Webpage](#)

[YouTube Webinar Series](#)

School communication will also be sent by administration weekly via ConnectED. You will receive ConnectEd communication directly to the email you submitted when you enrolled with us. School updates and information will be sent out each Sunday at 6:00pm. The Cold Spring PTA also publishes an electronic newsletter. This is just another form of wrap around information to make sure you are in the loop and abreast of all school related information. To be sure you are on the distribution list, please see the PTA tab on the Cold Spring website or contact our PTA President, Noreen Qadir at NoreenQadir@gmail.com.



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Visitors and Volunteers

Parent and community volunteers may return to Cold Spring Elementary School to support in-person instruction, activities, and special events as the schools deem appropriate or necessary. We appreciate the time and efforts that parents, families, and community members spend to engage in volunteer activities in our school, from kindergarten to fifth grade, and welcome this partnership with teaching and learning.

Volunteer activities vary and volunteers can help with a wide variety of activities at Cold Spring Elementary.

- In-person volunteers should complete the [MCPS Parent/Guardian and Community Volunteer Form](#).

The above form outlines the applicable compliance measures that are required to volunteer dependent on the type of support being provided (recognizing child abuse and neglect training and/or fingerprinting, as appropriate). These compliance measures and expectations for each category of service are in place to ensure the safety and security of all students, staff, and volunteers. Please review all [Volunteer Info](#) here.

Arrival and Dismissal Procedures

Students are welcome to play on the blacktop from 8:40 - 8:53 am. There will be a staff member and student patrols supervising during this time. Students will line up by class and then enter the building at 8:55am. See map pictured below for entrance locations. All locations will be clearly labeled for students and families.

- **Kindergarten Students:** Kindergarten students will enter at the kindergarten entrance and go directly to their classroom.
- **1st, 2nd, & 3rd Grade Students:** Students will enter at the GYM entrance and go directly to their classroom.
- **4th & 5th Grade Students:** Students will enter the main entrance and go directly to their classroom.
- **Bus Riders:** Students will enter the main entrance and go directly to their classroom.
- **Car Riders:** Please utilize the car rider loop and drive all the way to the end. A staff member will be there to greet your child as they enter the building. View our Cold Spring ["Rules of the Road."](#)
 - o Please pull up as far as you can and always move forward to close any gaps.
 - o While waiting on the carpool line, please do not block the crosswalk.



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- o **Please remain with your vehicle!**
- o 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.





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Dismissal will begin at 3:25pm. If dismissal plans have changed for your child/children, (play date, child care changes), all changes **must** be made in writing/email to the main office attention Ms. Okoroha [Cyrina I Okoroha@mcpsmd.org](mailto:Cyrina_I_Okoroha@mcpsmd.org) by 3:00pm. Please state your child's name, the name of the individual they should be dismissed with, and your signature. We appreciate when you send this to your child/children's teacher as well, however, to ensure dismissal plans are noted, please send directly to Ms. Okoroha. In the event of last minute changes to a student's dismissal plans, please call the main office.

Any adult who comes to school to pick up a child will be asked to show documentation to verify identification and ensure student safety.

Kindergarten Dismissal Procedure

Kindergarten students will be dismissed from the Kindergarten doors. Please pick up your kindergartener at this location where they will be waiting with their teacher.

Walkers and Bicyclists

- Please do not congregate and talk after you have picked up your child.
- Bicyclists are asked to walk their bicycles once they are on school property.

Bus Rider Information

Bus information from the MCPS Transportation Office is outlined at the below website and arrival and departure routes for our community students are located below. Families should also be aware that road construction, poor weather conditions, and accidents are real traffic stoppers in the Potomac area, so buses may be legitimately delayed when picking up students in the mornings. Bus schedules are posted on our website under news and announcements. Please contact the Shady Grove South transportation office at 240-740-6215 with questions about routes and times.

<https://www.montgomeryschoolsmd.org/departments/transportation> .

[Parent Letter](#)

[Arrival Routes](#)

[Departure Routes](#)



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Bus Rider Safety

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 a call like this quickly.

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. 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.

Breakfast & Lunch

MCPS will resume regular meal services during the 2022-2023 school year.

Meal prices: Breakfast - \$1.30; Lunch - \$2.25 (Elementary); \$2.80 (Middle and High)

Beginning this year, students in Maryland who qualify for reduced price meals will not be charged for breakfast or lunch meals.

FREE & REDUCED-PRICE MEAL APPLICATIONS

Apply online at www.MySchoolApps.com now so that benefits will be in place when school starts. Families who meet certain federal income standards are eligible for free or reduced-priced meal benefits. All children use their MCPS ID number at the register so confidentiality is maintained, and no child is overtly identified as receiving free or reduced-price meals. Only one application is needed for all students in a household.



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A new application must be completed for any family requesting assistance this school year. The online application is now open for families to submit applications. www.MySchoolApps.com

For more information and How-To videos, visit the Food Services website:

<https://www.montgomeryschoolsmd.org/departments/food-and-nutrition/menus/>

Our lunch and recess schedule for the year is below. The cafeteria will have an allergy free table for any child/children with this sensitivity. Please be sensitive to student allergies in your child's classroom.

| Lunch and Recess Schedule by Grade Level | | |
|-----------------------------------------------------------------|---------------|-------------|
| Grades | Recess | Lunch |
| K, 2nd, 4th | 11:30-12:10 | 12:10-12:40 |
| 1st, 3rd, 5th | 12:10-12:50 | 11:40-12:10 |
| 1/2 Day Schedule * No recess * School dismissal at 12:55pm | | |
| | Grades | Lunch |
| | 1st, 3rd, 5th | 11:45-12:15 |
| | K, 2nd, 4th | 12:15-12:45 |
| 2 Hour Delay Schedule * No recess * School begins at 11:00am | | |
| | Grades | Lunch |
| | 1st, 3rd, 5th | 11:40-12:10 |
| | K, 2nd, 4th | 12:10-12:40 |



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Important Resources:

- [22-23 School Year Calendar](#)
- After Care at Cold Spring: [Academy Child Center](#)
 - [Before & After Care](#)
 - [K.A.V.E. Club](#)
- [School Cash Online](#): Montgomery County Public Schools has transitioned to a new online payment system called SchoolCash Online as its preferred method of payment for school-related fees such as fundraisers, field trips, obligations, etc. (Please note that the new payment system is NOT related to school cafeteria accounts). Click the link above to register.

A Note Regarding Curriculum:

"Do the best you can until you know better. Then, when you know better, do better." ~Maya Angelou

This powerful quote from Maya Angelou encapsulates our attitude on continuous learning as educators. Our Cold Spring staff has engaged all summer in literacy and mathematics training. We are excited to share the new shifts in curriculum and even more excited to transfer our learning into practice with your children.

Literacy Shifts:

As we begin the school year, Montgomery County will shift their literacy approach for kindergarten through second grade students to a more explicit and intentional focus called *Structured Literacy*. This researched based approach will support your students' building of a strong literacy foundation in phonemic awareness, phonics, fluency, vocabulary, and comprehension. The below diagram demonstrates how this approach builds the most skilled readers.

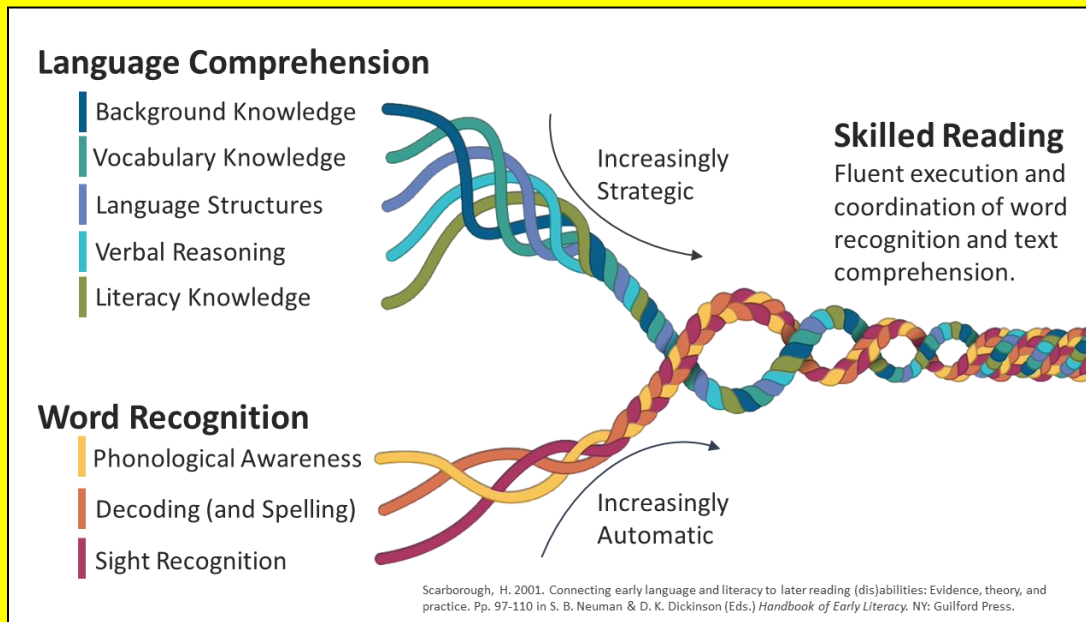


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We are also pleased to share that we will be **piloting** the *Enriched Literacy Curriculum (ELC)* in fourth and fifth grade for all students this year. The ELC provides instructional opportunities with complex literary and informational texts, writing instruction based on developing the writer through the writing process and writing workshop, and establishes an instructional atmosphere that promotes critical and creative thinking. The curriculum uses best practices in gifted education research and incorporates components of supplemental programs including: Jacob's Ladder Reading Comprehension Program, Junior Great Books, William and Mary Language Arts Units, and Lucy Calkins Unit of Study in Writing.

Math Shifts:

We are eager to build time for small group instruction in our Eureka Math blocks this school year. Students will be engaged in the same components of Eureka Math (fluency, concept development, application problem, student



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debrief) and our teachers will be intentionally planning to meet students needs better with small group instruction. We will also be focusing on incorporating enrichment into every Eureka math class.

We are eager to share more information on the above literacy and math changes with our community this year!

Exciting Events Coming Up:

We hope you can join us for these fun, informative, and important community events. All flyers are linked below. Mark your calendars NOW and join us for these PAWSome back to school events!

Be on the lookout for student postcards for all our Cougars the week of August 22nd. Your child/children's teacher will be on the postcard. You can also check your ParentVUE account for this information during this week as well.

- ★ August 10th Popsicles with the Principals, 6pm [CLICK HERE FOR DETAILS](#)
- ★ August 25th Back to School Night, 6pm [CLICK HERE FOR DETAILS](#)
- ★ August 26th Sneak Peek, 11:30-12:45pm [CLICK HERE FOR DETAILS](#)
- ★ September 8th PTA Back to School Social, 5:30-7:30pm [CLICK HERE FOR DETAILS](#)

