

# Mary Putnam Henck Intermediate

Mrs. Jennifer Whiteside, Principal



Mr. Terry Gomes, Assistant Principal

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## MPH Welcome Back Letter – 2022-2023

MPH Students and Families,

Your Administrative Team, Principal, Jennifer Whiteside, and Assistant Principal, Terry Gomes, as well as the MPH Staff would like to welcome our incoming and returning students to MPH for the 2022-2023 school year. We hope to provide the service, support, and genuine care that ensure our students feel welcomed, valued, and continue to thrive. Please review the below information in preparation for a great school year! **The first day of the 2022-2023 school year is on Thursday, August 11th, 2022.**

### Regular, Minimum and Modified Minimum School Days 2022-2023 –

- **Regular MPH School Day** - 9:10 AM – 3:33 PM.
- **Regular MPH Minimum Day** - 9:10 AM – 2:00 PM
  - o Every Wednesday, beginning with Wednesday, September 21st, 2022, through Wednesday, March 29<sup>th</sup>, 2022 is a regular minimum day. Please note that this is a change from previous school years. As of the 2022-2023 school year, all schools in Rim on the World Unified School District will have their district-wide minimums days on Wednesdays during the calendar dates above.
- **Modified MPH Minimum Day** – 9:10 AM – 1:05 PM
  - o MPH parent conference week will be the week of October 3<sup>rd</sup> – 7<sup>th</sup>, 2022. During this week only, MPH will operate on a modified minimum day with a release time of 1:05 PM on Monday, Tuesday, Thursday, and Friday.
  - o Wednesday October 5<sup>th</sup> will remain a district minimum day with a 2:00 PM release.

**AERIES Data Confirmation** - Before the school year begins, please work with your student(s) to complete and update AERIES data confirmation including any changes to medical or health plans, emergency contacts, and any other demographics or relevant information to assist us with the support and safety of your student(s). This process also includes acknowledgement of district and school policies for the 2022-2023 school year. **AERIES data confirmation will begin on Aug. 1<sup>st</sup>, 2022. Please reference the district website on how to access your AERIES parent portal.**

<https://www.rimisd.k12.ca.us/domain/530>

- **AERIES accountability** - Please note Middle School is a crucial time to begin working with your student(s) at home on their AERIES accountability, regularly monitoring their attendance and academics in all classes.
- **AERIES Tip** - Parents/Guardians – When accessing the web version of the AERIES parent portal you can modify your parent notification preferences by clicking on your email in the top right corner of the portal. You can check the box to receive weekly progress emails direct to your email on the preferred day at time of your choosing.

### MPH Office Hours Before School Starts – Aug. 1<sup>st</sup> – Aug. 10<sup>th</sup> –

- **Aug. 1<sup>st</sup> – Aug. 8<sup>th</sup>**
  - o 1:00 PM – 4:00 PM
  - o Aug. 3<sup>rd</sup> – 5<sup>th</sup> – See Readiness Days Flyer
- **Aug. 9<sup>th</sup> – Aug. 10<sup>th</sup>**
  - o The MPH Office is closed for professional development, training, and school year preparations.

- *Support offered outside of these hours by appt. only by contacting Administrative Secretary - Jackie Lopez [jackie\\_lopez@rimsd.k12.ca.us](mailto:jackie_lopez@rimsd.k12.ca.us) or Guidance Resource Technician - Patrice Mock - [patrice\\_mock@rimsd.k12.ca.us](mailto:patrice_mock@rimsd.k12.ca.us)*

**MPH Readiness Days** - In anticipation of the new school year, our MPH readiness days will provide students and families with the opportunity to acquire assistance (if needed) with AERIES data confirmation, access course schedules, submit immunization records and student health plan information, and return textbooks and/or Chromebooks from the previous school year. **Acquisition of course schedules may not occur until AERIES data confirmation has been completed, immunizations have been updated and textbooks/ Chromebooks from the 2021- 2022 school year have been returned.**

- **Assistance by grade level and last name will be provided during the following dates and times:**
  - o Aug. 3<sup>rd</sup>, 2022 - 6th Grade - 1:00 PM - 4:00 PM
  - o Aug. 4<sup>th</sup>, 2022 - 7th Grade - 1:00 PM - 4:00 PM
  - o Aug. 5<sup>th</sup>, 2022 - 8th Grade - 1:00 PM - 4:00 PM

A-D	1:00 P.M.
E-H	1:30 P.M.
I-M	2:00 P.M.
N-S	2:30 P.M.
T-V	3:00 P.M.
W-Z	3:30 P.M.

If you are unavailable to come to readiness day, AERIES portal access to **student schedules will be available on Tuesday, August 9th, 2022.** As well, students' period 1 class will be posted in various locations on campus on the first day of school.

**Attendance** - Please notify our attendance clerk Ms. Shepherd [alina\\_shepherd@rimsd.k12.ca.us](mailto:alina_shepherd@rimsd.k12.ca.us) /909-336-0360 ext. 301 of an absence by 4:00 PM. If your student has a unique attendance question/concern/need, please contact our attendance clerk to discuss options for your student.

**AERIES** - AERIES is our student information system housing contacts, medical information, academics, attendance, and behavior information. You may now begin the AERIES data confirmation process starting on Monday, August 1<sup>st</sup>, 2022.

**General MPH Assistance** – For general assistance during the school year please reference the MPH website <https://www.rimsd.k12.ca.us/Domain/9> Online Reminder Binder, and/or email the staff member needed for assistance. Email is the best method of communication to reach your MPH staff. Staff emails are [firstname\\_lastname@rimsd.k12.ca.us](mailto:firstname_lastname@rimsd.k12.ca.us)

**Reminder Binder – School rules, expectations, and procedures** – The following information is found in the Reminder Binder which is provided to every student at the beginning of the school year: Bell Schedule, School Rules, Attendance – School Attendance Review Team (SART)/ School Attendance Review Board (SARB), Positive Behavior Interventions Support (PBIS), Progressive Discipline and Interventions, Dress Code, Short Term Independent Study (STIS), Student Study Team (SST), Advancement Via Individual Determination (AVID), Last Week of School Protocols, Grade Level Vocabulary and other relevant school information. The reminder binder is currently available on the MPH website.

<https://www.rimsd.k12.ca.us/domain/332>

**Parent Square** – Monthly MPH information is provided via Parent Square notifications. Please download the Parent Square application to stay up to date on all things MPH.

**Textbook/ Chromebook Return** – If you still have textbooks or Chromebooks from the 2021- 2022 school year, please drop them off at MPH during one of our MPH Readiness Days.

**Teachers** – Teacher contact information can be found on the MPH website. Please contact your teacher for further information related to classroom procedures, academic progress, and student assistance.

**Counselors** –Your MPH Counselors are here to help students be successful in all aspects of their MPH experience - academically, socially, and emotionally. Please contact the Guidance Resource Technician at ext. 307 to schedule an appointment with your student’s counselor. Check out the Guidance tab for more information, resources, and support provided by our MPH counseling team.

**Assistant Principal – Terry Gomes** Your Assistant Principal is here to help support students, parents, and staff facilitate curriculum and instruction on campus, resolve disciplinary/behavioral concerns, and ensure that MPH’s facilities are in working order. Please contact Mrs. Jackie Lopez [jackie\\_lopez@rimsd.k12.ca.us](mailto:jackie_lopez@rimsd.k12.ca.us) /909-336-0360 ext. 306, Administrative Secretary to schedule an appointment with the Assistant Principal.

**Principal – Jennifer Whiteside** – Your Principal is here to support students, parents, community, and staff while managing all school operations, including daily school activities, coordinating curriculums, and providing a safe and productive learning environment. Please contact Mrs. Jackie Lopez [jackie\\_lopez@rimsd.k12.ca.us](mailto:jackie_lopez@rimsd.k12.ca.us) /909-336-0360 ext. 306, Administrative Secretary to schedule an appointment with the Principal.

**PTA** – Please continue to support your MPH PTA by becoming a member, volunteering, and supporting their efforts throughout the year. Checkout the MPH PTA Facebook page using Facebook name – MPH PTA GROUP or email [mph.pta.group@gmail.com](mailto:mph.pta.group@gmail.com) for more information.

**Enrollment** – New enrollment is by appointment only, by contacting our Guidance Resource Technician Mrs. Patrice Mock [patrice\\_mock@rimsd.k12.ca.us](mailto:patrice_mock@rimsd.k12.ca.us) /909-336-0360 ext. 307.

**Back to School Night/ Open House** – Mark your calendars.

- MPH Back to School Night will be on Wednesday, August 17th, 2022. There will not be a general meeting in the cafeteria, however our community partners will have informational tables set up for our Community Partnership “Walk and Talk” from 4:30 PM – 5:00 PM. MPH Back to School Night in classrooms will commence at 5:15 PM and conclude at 7:00 PM. More information to come.
- MPH Open House will be Wednesday, May 10th, 2023. More information to come.

Incoming 6th graders, we are eager to welcome you into our MPH Family. This is an exciting time and transition. On the first day of school, all sixth-grade students will meet in the MPH cafeteria at the front of the school to meet their first-period teacher and become acclimated with our school. If you have any questions, please contact the MPH office at 909 336 0360.

Let’s make it a great 2022- 2023 school year MPH!

Kindest Regards,

Jennifer Whiteside Principal

Mary Putnam Henck Intermediate