



July 20, 2020

Dear Middle School Families,

Despite the tumultuous times around us, I sincerely hope that you and your families were able to find time for some rest and relaxation this summer. We have been hard at work preparing for the 2020-2021 school year and are eager to get back to campus with everyone! I write with a few updates and some important information that will ease the transition back to school just a bit (hopefully!).

I'd like to first thank you for trusting us with your children. Our first priority is your child's wellbeing. Mask wearing, physical distancing, smaller class sections, plexiglass barriers between students, and eating lunch in classrooms with advisory groups are just some of the precautions we have in place this fall to mitigate risk. We believe that bringing our community back to campus is of tremendous benefit. A safe return to campus is, has been, and will continue to be our goal and we will continue to work with the CDC, Tulsa Health Department, and our medical team to put in place measures that allow us to be at school together and safely.

The Middle School Theme for the 2020-2021 school year is Be Kind: Be A Light. Throughout the school year, in advisory, in chapel, and in our assemblies (virtual though they may be!), we will focus on how to be kind, how to show empathy, how to make a positive impact. Our students are so full of good, we want to encourage them to always be a light to others, whether in their class, their school, their neighborhood, or their larger community. Maya Angelou said, "People will forget what you said. People will forget what you did. But people will never forget how you made them feel." We want to help our middle school students understand and appreciate that they have the power to make a difference.

For the upcoming school year, many things about the middle school schedule will remain. Each day of the week, from 8:00-8:25 a.m., will be a gathering time for the entire Middle School. Mondays will be Chapel, Tuesdays will be Advisory, Thursdays will be Assembly, and Fridays will be Advisory Contests. To begin the year and for as long as necessary, chapel and assembly will be livestreamed to Advisory groups so that students are not gathered together in such large numbers. In these times, we will work very intentionally and specifically on kindness, gratitude, goal-setting, team building, school spirit, and having fun. We will focus on how, when, and why we should show Kindness and what it means to Be A Light — with plenty of examples of this positive message in the world around us. Our aim is to engage students in their community, in their learning, with their faculty, and with one another in meaningful ways so that they develop as leaders, as empathetic young people, and as strong members of the Holland Hall community.

We have just one new faculty member joining us in the Middle School this year as well as one Holland Hall icon who will be in our building more often:

- Kathleen Brown (HH Class of 2008) will be our new 7th grade English teacher
- Richard Spencer will be teaching 6th & 7th grade Religious Education classes

We also welcome many new students. We hope that you and your children will reach out to these students and families to make each one feel at home in their new school community. A warm smile, a friendly

outreach, and general help navigating Holland Hall Middle School throughout the day will go a long way to ensuring a smooth transition for our newest Holland Hall Dutch!

- 4th Grade welcomes 3 new students
- 5th Grade welcomes 11 new students
- 6th Grade welcomes 5 new students
- 7th Grade welcomes 9 new students
- 8th Grade welcomes 8 new students

Included in this mailing, you will find additional information that will be helpful as we begin the school year. In addition, please be sure to read the Parent/Student Handbook, found on the Holland Hall website with particular attention given to the new Carpool Drop-Off plans as well as the addition of a gray uniform shirt, along with the traditional cardinal one, both available at C&J Uniforms. Also, of note is that due to Covid-19, we will be very lenient and gracious with illness related absences throughout the year.

I am counting down the days until August 25th, though your children may not be! My door is always open, please do not ever hesitate to reach out if I can be of help in any way.

Warm Regards,

Jennifer White
Head of Middle School

2020-2021 School Year Important Notes for Middle School Families

Advisor and Locker Information

Your child's Advisor assignment and Locker Number/Combination will be available on your family PCR page. Please be sure to log in to get that information. Schedules will be distributed on the first day of school.

1. Please login here: go.hollandhall.org/parentportal
2. Go to the **Family** tab. You will be presented with Directory/Contact Information and other demographic information from the system.
3. If any information needs to be updated, use the sidebar on the left to navigate to those areas.
4. Again, please make sure the Directory/Contact Information is correct as school communications will be sent using that information.

Required Forms Before Attending School

The following forms are due to the Nurse's Office in July. Please complete these forms immediately so that your child may attend school and/or the first day of athletic practices. Forms may be mailed to HH, attention Linda Christensen, or emailed to lchristensen@hollandhall.org.

1. [Emergency and Health Information Form](#) (7th, 8th, and new students)
2. [Physical Form](#) (7th, 8th, and new students)
3. [Medical History Form](#) (7th, 8th, and new students)
4. **Updated Immunization Record showing a recent Tdap booster** (7th)
5. [Authorization for Administration of Prescription Medication](#), if a student will take prescription medicine at school.
6. [OSSAA Cardiac signature page](#) (7th and 8th)
7. [OSSAA Concussion signature page](#) (7th and 8th)
8. [OSSAA Eligibility Form](#) (7th and all new students)

New Student/Parent Orientation — for all students/parents who are new to Holland Hall

This year, we will welcome and orient new students on the first day of school. Additionally, we will send out a video and slide deck to all new parents the day before school begins with introductions, a virtual tour and other important information that new families will find helpful. As much as we would prefer to meet in person, our priority is on safety and health, so we will do our best to duplicate this event in a virtual way!

Start of School Dates

- **August 24:**
 - Bridge crossing and 4th grade classroom tours (8-11 a.m.)
 - Bauer advisory group for parents and student only (8-8:30 a.m.)
 - Molloy advisory group for parents and student only (8:30-9 a.m.)
 - Bridge crossing for returning Holland Hall students — new students are welcome to watch and cheer for their new classmates (9-10 a.m.)
 - Vrooman advisory group for parents and student only (10-10:30 a.m.)

- Prince advisory group for parents and student only (10:30-11 a.m.)
 - New 5th grade family (parents and student) classroom tours (11 a.m.-noon)
- **August 25:**
 - Half-day for grades 4th-5th (8-11:30 a.m)
- **August 26:**
 - Late Start Wednesday — school begins at 9 a.m. for 4th-5th grade
 - 4th-5th (9 a.m. – 3:10 p.m.)
 - First full day for 4th-5th grades
- **August 31:**
 - 6th-8th family tour/orientation (9-10 a.m.)
- **September 1:**
 - Half-day for 6th-8th grades (8-11:30 a.m.)
- **September 2:**
 - First full day for 6th-8th grades (A Day)
- Parents should drop off their child at the designated locations (see below) before 8 a.m. and return to pick them up at the designated time/location (note that these locations are different for some grade levels).

Water Bottles

This year, we have new water fountains throughout the middle school building that are bottle fillers. Students must bring a refillable water bottle from home each day. Students will not be able to drink directly from these fountains.

Arrival Procedures and Thermal Imaging Scanners

- On regular start days, the Chapman Academic Building opens at 7:45 a.m. Before School Care is offered in the Tandy beginning at 7:00 a.m. for students who need to be on campus before 7:45 a.m.
- Every Wednesday, we have a 9:00 a.m. late start. On these days, the building opens at 8:45 a.m. Before School Care remains available at 7:00 a.m. in the Tandy for students who arrive early. Holland Hall will provide complimentary Before School Care from 7:45-8:45 a.m.
- At drop-off each morning, all students will walk through our Thermal Imaging Scanners. These scanners quickly take body temperatures as students walk through. Attendance will also be taken at this time. If a body temperature is elevated, that student will step aside to wait 5 minutes and then walk through again. If the second temperature check remains elevated, the student will go to the school nurse's office and a parent will be contacted. To help with this process each morning, we ask that you drop off your student in a timely manner to allow them to proceed through the scanner and to their classroom. We also ask that you make sure your 6th-8th grade students have their IDs for attendance purposes.
 - 4th-6th grade students will enter the 6th grade door and proceed through the maze to the scanners at the Middle School Library entrance.
 - 7th-8th grade students will be dropped off at the main entrance of The Tandy to walk through the scanner in the lobby.
 - 6th-8th students will scan their Holland Hall IDs to indicate they are present, 4th-5th students will be marked present by a faculty member.
- If students arrive after 8:00 a.m. (or 9:00 a.m. on Wednesdays), they must enter through the main entrance of The Tandy building and then proceed to the middle school office to check in.

Dismissal Procedures

- Student pick-up during dismissal time can be challenging. In order to ensure the safety of all students during pick-up, please be familiar with time/locations below and adhere to these throughout the year. At no point should parents park their cars in pick-up lanes.
- **Important Note:** There is NO PARKING along the curb between 7:45-8:15 a.m. or between 3:00-3:45 p.m. Parents who need to come inside should park in a designated parking area. When dropping off, we ask that you pull as far forward as possible to maximize the number of cars on the drive.
- If a student cannot be picked up at dismissal time within a reasonable 15-minute window, he/she will need to report to the Extended Day Program for After Care, a service provided for a fee by Holland Hall. We cannot let students wait for rides after dismissal times as they would be unsupervised.

Grade	Drop-off	Pick-up
4th	7:45-8:00 - East Lane/Turnabout	3:10-3:25 - North Lane - North side of building on connector road
5th	7:45-8:00 - East Lane/Turnabout	3:10-3:25 - East Lane/Turnabout
6th	7:45-8:00 - East Lane/Turnabout	3:10-3:25 - Driveway- West Side of Building
7th	7:45-8:00 - Tandy main entrance	3:35-3:50 - East Lane/Turnabout
8th	7:45-8:00 - Tandy main entrance	3:35-3:50 - Driveway - West Side of Building

Extended Day Programs

Many families require care for their children beyond the normal school hours. Holland Hall offers before- and after-school care for students — including drop-ins — allowing flexibility and convenience for our families. Our Extended Care will be supported by Procare (formerly Kinderlime) this year allowing for:

- Mobile App Enrollment
- Hourly Rates
- Online Bill Pay via Credit Card or ACH
- QR Code contactless (new feature) Check In/Check Out for Security & Record Keeping
- Holland Hall's Extended Day Program supported by Procare (formerly Kinderlime) will open August 6th for the 2020-2021 school year.

Extended Day Programs adhere to the same philosophy to which your child is accustomed throughout the school day. Students will follow a routine that incorporates study hall, self-selected activities, group activities, and outside playtime. Extended Day options are available for Primary and Middle School students. Before-school care starts as early as 7:00 a.m. and lasts until students are dismissed to their classrooms for the start of the school day. After-school care will begin at 2:45 p.m. for PreK, 3:05 p.m. for Primary School, 3:15 p.m. for Middle School and will last until 6:00 p.m.

We request parents email their child's teacher and cc Debbie Almohandis if they know they will be attending aftercare regularly or needing a drop-in. Teachers then know who is going home and who is

staying. FOR 2020-2021 EXTENDED DAY questions you may contact: Director of Auxiliary Programs Debbie Almohandis at: dalmohandis@hollandhall.org

iPad Distribution and Orientation:

- All 6th grade students and NEW 7th and 8th grade students will receive their iPad during Advisory time on the first day of school.
 - Parents of these students will receive important iPad details and orientation information in a future email, including a Technology Agreement for students and families to sign.
- 4th and 5th grade student iPads are to remain at school unless students are working remotely.
- 6th - 8th grade student iPads are considered take-home devices.

Visitors on Campus

In order to limit the number of people on campus, we are asking parents not to enter the buildings at the beginning of the 2020-2021 school year. Please know that we want to connect with parents in time frames and ways that suit everyone's needs. If parents would like to meet, we will certainly do so by phone or Google Meet. Hopefully, when health issues improve, we will be able to ease this limitation.

Lunch on Campus

- Students may either choose to bring their own lunch from home or purchase a box lunch from Flik that will be delivered to their branch.
 - 6th, 7th, & 8th Grade Students will eat lunch in Advisory with their Advisors each day.
 - 4th & 5th Grade Students will eat lunch in classrooms with one of their teachers each day.
- Students who choose to bring lunch from home should do so in a box or bag, labeled with the student's name. Students will keep their lunches in their lockers — refrigeration and microwaving are not available.
- Students who choose to purchase a boxed lunch will have 2-3 choices through Flik. Families will order, pay, and have the ability to cancel through an App called Nutrislice one week in advance. Costs will be between \$5.00 and \$7.00. More information about this purchase option will be available on the Holland Hall website soon.
- Outside deliveries from restaurants, delivery companies, and parents will not be allowed as we begin our year.

Parent/Student/Advisor Conferences

Advisors will be contacting families to set up conferences through Google Meets at the beginning of the school year. The goal of this conference is for Advisors to “get to know” parents and students and share information about the Advisory program.

MS Parents Association Meetings

We hope all parents can join us for our monthly **MS Parents Association Meetings**. For the time being, these meetings will be livestreamed. When it is safe to do so, we will resume in-person meetings on campus with locations to be determined. The dates of these meetings for the 2020-2021 year are September 8th, October 6th, November 10th, January 12th, February 9th, April 13th, and May 4th, all beginning at 8:15 a.m. We look forward to “seeing” you there!

Books and Supplies

- All middle school students are enrolled in English (6th-8th)/Language Arts (4th-5th), Social Studies, Science and Math. Math placements for 6th-8th grade students were sent out in early summer. In addition, 6th-8th grade students selected their world language choice (unless they are in Academic Support). All language choices are granted. This list of courses should help you in purchasing your textbooks.
- [MBS Direct online](#) is available to purchase new and used books for the school year. If you have not yet purchased books, please be sure to do so now so that your books arrive in time. You can use other vendors as well. When doing so, make sure you are using the exact ISBN# for each book.
- [Supply lists](#) for the school year are available on the parent portal of the [Holland Hall website](#). Please be sure you check those lists and send your child to school with the grade level supplies.
- All students will need a refillable water bottle each day at school.
- Summer math packets and summer reading lists are also available on the [parent page](#) of the Holland Hall website. These should be completed by the first day of school.

Medication at School

- Children who need daily or occasional prescription medication during school must have a current [Authorization for Administration of Medication Form](#) on file. This form is required in order for any prescription medication to be dispensed at Holland Hall.
- All prescriptions and over-the-counter medications are to be kept in the Nurse's Office. The only exception is an asthma inhaler. Students in 6th - 8th Grades are allowed to carry their asthma inhaler as long as an Asthma Contract has been submitted.
- Please let the school nurses and your child's advisor know if there are special health considerations.