



Woodlin Wizards Back-to-School QUICK GUIDE

Woodlin ES 2101 Luzerne Ave. Silver Spring, MD 20910 Phone: 240-740-7350	Principal: Mr. Craig O. Jackson, Craig_O_Jackson@mcpsmd.org Assistant Principal: Mr. Maurice Young, Maurice_A_Young@mcpsmd.org School Administrative Secretary: Ms. Mercedes Alvarado, Mercedes_I_Alvarado@mcpsmd.org School Attendance Secretary: Ms. Ashley Hardie ashley_C_hardie@mcpsmd.org Counselor: Ms. Valenta, Lise_H_Valenta@mcpsmd.org Website: https://www2.montgomeryschoolsmd.org/schools/woodlines/
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School Day Hours: 9:00am - 3:25pm, students may enter the building at 8:40am

Early Dismissal: 9:00am - 12:55pm (2.5 hours early)

Main Office Hours: 8:30am - 4:30pm

Car Drop Off and Pick Up Instructions

Car rider loop is via the Luzerne Ave. entrance to the school. Car riders and their families will be assigned a number. Please display the number in your windshield - the number will be used to identify your child to the staff member on duty, who will use it to call your child to the car pick up line.

CAR RIDER LOOP: A reminder to car-riders to please ***slow down when exiting the Woodlin parking lot and STOP before turning RIGHT ON LUZERNE TO EXIT***, passing Warren St. and looping around to Glen Ross Rd. to 2nd Ave. We have many walkers coming from Warren Street and no crossing guard has been posted yet. ***Consider Luzerne a one-way street during pick-up and drop-off hours!***

Bus Routes and Protocols

Bus transportation will be provided to all students. Students in Kindergarten and 1st grade will have a band matching their bus route color placed on their backpack the first day at Woodlin. Please speak to your child about appropriate bus behavior and safety rules. Some basic guidelines for students:

- Behave appropriately, just as if they were in a classroom.
- Keep the aisle and emergency door clear of obstructions.
- Keep their arms, feet, and head inside the bus at all times.
- Be seated and make room for others to sit as well. Once ridership has been adjusted at the beginning of the school year, standing is not permitted.
- Discard trash in appropriate containers.

More information on bus safety and protocols can be found here:

<https://www.montgomeryschoolsmd.org/departments/transportation/rules/riding.aspx>

Link to Bus Routes:

Morning-<https://www2.montgomeryschoolsmd.org/departments/Transportation/busroutes/02764bus.pdf>

Afternoon-<https://www2.montgomeryschoolsmd.org/departments/Transportation/busroutes/02764busPM.pdf>

Randolph Transportation Depot: (240) 740-2600

Transportation Cluster Manager: Sharon_Stream@mcpsmd.org

What to do if your child will be absent, late, or need a change in dismissal? Please email the school secretary, Ms. Ashley Hardie (ashley_C_hardie@mcpsmd.org) and your child's teacher to let them know if your child is going to be absent, late or changing their usual way of getting home, whether getting picked up by car instead of taking the bus, or going home on a different bus with a friend. When picking up your child early, go to the main office to sign them out.

How does my child buy a school lunch? - MySchoolBucks.com

Homeroom teachers will take orders for school lunch at the beginning of each school day. School lunch cost is \$2.55 and breakfast is \$1.30. Your child will pay by entering their assigned PIN number at the lunch line. Pre-payments to their cafeteria account can be made by check at the beginning of the year, or with their MySchoolBucks.com account.

[MySchoolBucks.com](https://www.myschoolbucks.com) is an optional service for parents/guardians to make prepayments to your child's cafeteria account for breakfast, lunch, and a la carte meals via the Internet with a credit/debit card. This service is offered as a convenience for interested families. By creating a secure online account, parents can monitor and/or manage their child's account. There is a \$1.95 convenience fee for each payment transaction (to load money into the account). There is no cost to set up an account and check your child's spending history or receive low balance notifications.

Families who meet certain federal income standards are eligible for free or reduced-price meal benefits. All children use a PIN number so confidentiality is maintained and no child is overtly identified as receiving free or reduced-price meals. Applications for meal benefits are sent home with all students in the information packet given out at the start of each school year. For faster processing, households may apply online at [MySchoolApps.com](https://www.myschoolapps.com).

Lunch menus can be found here:

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

More information from the Division of Food and Nutrition Services can be found here:

https://www2.montgomeryschoolsmd.org/siteassets/district/departments/food-and-nutrition/menus/cafeteria-news/2023-2024-cafeteria-news-and-information_english.pdf

New System to Pay for Field Trips - School Cash Online

MCPS is using a new system called School Cash Online so that caregivers can pay for things like field trips without needing to send in cash. You can access the system at

<https://mcpsmd.schoolcashonline.com>.

Please note that School Cash Online is a separate payment platform from My School Bucks, which is only for school lunch payments (see above).

Before School and After Care options

RDCA/Woodlin CDC offers a before and after-school program adjacent to our school building from 7am to 6pm. RDCA's all-inclusive tuition covers everything from breakfast and snacks to in-class activities, special events, field trips, and extended coverage on days schools are closed or early release. In addition, they offer daily homework time, free play, and outside time (weather permitting). On days schools are closed, the program opens at 7:30 am. Please call 301-608-9693 or 301-651-6282 if interested.

Kids After Hours (KAH) offers before and after school care on-site at Woodlin. The easiest way to register is online at kidsafterhours.com. They are open from 7am to school arrival, and then reopen from dismissal to 6:30pm. There are drop-in and part-time care options available as well. **Center**

Phone: 240.338.0196

KAH Office: 301.933.6888

School Nurse, Counselor and who to ask for help

Our wonderful Woodlin School nurse is Ms. Erin Garcia. If in the event your child becomes unwell or has an urgent medical issue while at school, the nurse or school will call you.

If you have any questions or concerns about your child, the first point of contact should be your child's teacher.

Our fantastic school counselor, Ms. Lise Valenta, is a wonderful resource for students and families. It is the counselor's role to support students so they can be their best at school, academically, socially and emotionally. These are some examples of how the counselor supports students and their families:

- Monthly Classroom Counseling Lessons – Topics include respect, friendship, and bullying.
- Individual Counseling – Students are identified through parent, teacher and self-referral. ●
- Counseling Groups – Groups could meet at lunch or throughout the day. Themes are determined by need at each grade level. Popular topics are social skills, study skills, self-esteem, anger management and family changes.
- Grade Level Lunch Bunches - Students have an opportunity to have lunch bunch in the counselor's office just for fun. It helps her get to know individual students better, and also provides students, who are not comfortable talking in a large group setting, a chance to express themselves in a smaller group.
- Parent Consultations: The counselor is available to meet with parents and staff (sometimes together) to discuss student and family concerns.

How to access ParentVUE and what is it for?

ParentVue is the parent portal to MCPS's Synergy Student Information System that is available in seven languages on the web or mobile device. It is a secure way to access information about attendance, classes, grades, report cards, online school enrollment, athletic registration, Synergy mail, a link to MyMCPSClassroom digital learning platform, and much more. ParentVue is the primary communication tool for MCPS teachers and staff to communicate with parents about school and student information. Access ParentVUE here:

https://md-mcps-psv.edupoint.com/PXP2_Login.aspx

Parents new to MCPS will create a ParentVue account during the enrollment process and will be sent an activation letter by email or by US mail. Contact the school to obtain an activation letter if you did not receive one.

More information can be found here:

<https://www2.montgomeryschoolsmd.org/parents/tech-info-support/>

How to access ParentSquare and what is it for?

MCPS uses ParentSquare to engage community members with ongoing school-to-home communication. Using ParentSquare you'll be able to receive and send messages in any translated language preferred, set your preference to receive them as a text, email or app notification, set a preference for when you want to receive messages, instantly or as a daily digest, send RSVPs to school events and sign up to volunteer and/or donate items at events as well. ParentSquare will be the primary communication channel for MCPS parent communication.

You can watch the ParentSquare Overview Video ([English](#) | [Spanish](#)) and review the quick guide below to learn how to begin using ParentSquare.

Translated ParentSquare Quick Guides

[English](#), [Spanish](#), [French](#), [Chinese](#), [Vietnamese](#), [Portuguese](#), [Amharic](#), [Korean](#)

Curriculum Information - Helpful Links

Woodlin Math and Literacy Curriculum Information:

<https://www2.montgomeryschoolsmd.org/schools/woodlines/curriculum/?usp=sharing>

Specials at Woodlin (Art, Music, Media Center and PE):

<https://www2.montgomeryschoolsmd.org/schools/woodlines/specials/>

MCPS Elementary English Language Arts:

https://docs.google.com/document/d/1Te8_n5lJAWqGjDIWPr9jy1Nf5S9zC9mFT5wnTBQOcY8/edit

MCPS Family Math Support Center:

<https://www2.montgomeryschoolsmd.org/curriculum/math-support/>

MCPS Calendar

You can find the MCPS calendar with school holidays, early dismissals, and other information on the MCPS website at <https://www2.montgomeryschoolsmd.org/calendar/>. The Woodlin PTA also hosts a Woodlin-specific calendar, including both school schedule changes as well as PTA events, on our website at <https://woodlinpta.org/>. Look for the calendar tab!

MCPS Student Code of Conduct

For your reference, the MCPS Student Code of Conduct (version SY2025-2026) is linked below. This document provides families with MCPS regulations and expectations for student behavior and tiered disciplinary interventions throughout all grade levels, K-12 and throughout the county.

https://www.montgomeryschoolsmd.org/siteassets/district/students/rights/0888.25_studentrightsandresponsibilities_english.pdf

Staying connected: joining the PTA, listserv and how to get involved! The Woodlin Parent-Teacher Association is an organization of parents, guardians, family members, teachers and staff working together on behalf of our children. The PTA sponsors community building events and provides our students with academic enrichment in the arts and sciences. We encourage all parents to become members and to bring their ideas and professional expertise to the PTA.

AtoZ Connect

AtoZ Connect is a new platform the Woodlin PTA is using starting this year. It will provide a one-stop-shop for all things PTA, including an opt-in directory and membership dues payment options. Please create an account here: https://woodlinpta.membershiptoolkit.com/create_account

Membership Dues

All Woodlin families are welcome and have access to all PTA events, programming, and activities regardless of membership in the PTA. However, joining the PTA is a great way to show your support and help fund our programs. Annual membership dues are at a suggested amount of \$20 per family and \$12 per individual (teacher, community member, grandparent), but we welcome you to pay what you can with a minimum of \$5 to cover our state and local fees. Our goal is to foster participation and inclusion.

Membership dues for the 2026-2027 school year will be collected starting in August 2026 on AtoZ Connect. Please create an account with AtoZ Connect to get started:

https://woodlinpta.membershiptoolkit.com/create_account

PTA Listserv

The listserv is the PTA's primary means of communicating with the Woodlin community about upcoming events and meetings, school news, and parent inquiries related to school happenings. Learn about the listserv at <https://groups.io/g/WoodlinPTA>, and join at <https://groups.io/g/WoodlinPTA/join>.

Volunteer!

Interested in getting involved? There are many ways to participate in the PTA, whether as a classroom parent, helping out at an event, or coordinating one of our larger initiatives. Please email president@woodlinpta.org if you would like to volunteer!