



509 Mills Park Drive
Cary, NC 27519

<http://millsparkes.wcpss.net>
(919) 466-1466

August 8, 2023

Dear Mills Park Families,

A warm and enthusiastic welcome to Mills Park Elementary for the upcoming 2023-2024 school year! As the proud principal of Mills Park Elementary, I am thrilled to extend my heartfelt gratitude for your unwavering support. As we anticipate the start of a new school year, it is of utmost importance to me that your children love coming to school. I will continue to make Mills Park a place where there is a passion for learning, curiosity is inspired, and growth is nurtured.

As an integral part of our Mills Park family, your involvement, ideas, and passion contribute immeasurably to our flourishing community. Should you ever have questions or thoughts to share, my door is always open.

Thank you for entrusting us with your children's education. With your continued support, I am confident that the 2023-2024 school year will be a memorable one.

Sincerely,

Anne Pauls
Principal, Mills Park Elementary School

*****Please see below for important dates and additional information*****

Class Lists

Class lists have been completed. Parents will receive a welcome email from their child's new teacher by 12:00 pm on Thursday, August 24, 2023. We will also have class lists posted at Meet the Teacher.

Meet-the-Teacher Day (August 24, 2023)

We will host one session for grades 1-5 on Thursday, August 24th from 4:00 pm to 6:00 pm. This is a drop-in time, so please come anytime during these two hours.

2023-24 Supply Lists

School supply lists for each grade level are linked [here](#) and are also posted on our website for everyone to access.



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Possible Changes After the 20th Day of School

Teacher allotments are based on the number of students who show up within the first twenty days of school. After the twentieth day of school, we may need to make changes to class assignments due to an increase or decrease in student enrollment.

Important Dates

- **Aug. 24, 2023:** Meet-the-Teacher Day for Grades 1-5 (4:00 pm – 6:00 pm). During Meet-the-Teacher Day, the following information stations will be set up in the gym, cafeteria, and main hallway:
 - Transportation (bus info)
 - PTA Membership
 - Lunch Payments
 - Carpool Tag Number
 - Early Arrival Program
 - YMCA After School Program
 - School Spirit Wear
 - School Nurse
- **Aug. 28, 2023:** First Day of School for Grades 1-5
- **Aug. 28 – Aug. 31, 2023:** Kindergarten Staggered Entry
- **Sept. 1, 2023:** Kindergarten Meet-the-Teacher Day (12:00 - 1:00 PM)
- **Sept. 5, 2023:** First Day of School for all Kindergarten Students
- **[2023-2024 WCPSS Traditional Calendar](#)**

Additional Information

School Hours (9:15-3:45)

Students may be dropped off as early as 8:45 am (first bell). The second bell rings at 9:10 followed by the tardy bell at 9:15. The instructional day begins promptly at 9:15 am. After 9:15, parents must sign their child in at the office using the new visitor management system.

Visiting the School – New Visitor Management System

All exterior doors will remain locked during the school day. When visiting the school, our front desk receptionist, Mrs. Burnet, will routinely engage with you through the speaker before buzzing you into the building. WCPSS has installed our new Visitor Management System that will be used district wide. To sign in, you will be asked to provide identifying information, including name, date of birth, and have your photo taken. For an easier check-in process, *please have your driver's license or state-approved ID from any state ready* each time you enter the building.



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Carpool Morning Arrival

During arrival time (8:45-9:10), please follow the carpool line to the designated unloading zones in front of the building. When you reach the unloading zone, a staff member or safety patrol will open your car door to welcome you and let your child out. For the safety of all students and parents, please do not park and walk your child into the building. Also, please refrain from using your cell phone while in the carpool line.

Carpool Afternoon Dismissal

Carpool tags must be displayed on your rearview mirror for pick-up. You may pick up a carpool tag during Meet- the- Teacher Day or at the main office at other times. Returning families may use last years' carpool number. To ensure a safe and smooth carpool dismissal, please adhere to the following carpool dismissal procedures:

1. Hang carpool tag on rearview mirror.
2. Follow the carpool line.
3. Do not park and walk up to check your child out of carpool.
4. Pull up to a designated loading zone.
5. Students will be loaded by an adult or safety patrol.
6. If you do not have a carpool tag, you will be asked to sign your child out at the main office.
7. Refrain from using cell phones while in the carpool line.

Early Arrival Program

Mills Park offers an on-site Before-School Care program run by Mills Park staff members. Enrolled students in the program may be dropped off as early as 7:00 am. The Before School program will begin on Monday, August 28, 2023. The cost per month for each child is \$94.65. You may enroll your child during Meet-the-Teacher Day or online [here](#). The non-refundable registration fee is \$15.00 per child.

After School Program

The Northwest Cary YMCA runs an on-site After-School Care program at Mills Park ES, which will begin on Monday, August 28, 2023 from 3:45-6:00 PM. Information about the After-School Care program can be found [here](#).

Bus Transportation

Families can find up-to-date transportation information (including route number, stop location, and estimated bus stop arrival times) in your student's [Home Base/PowerSchool account](#). Notifications will start August 18th, 2023, for traditional schools. If your child(ren) plan to ride the school bus and were not assigned on August 18th, please complete this [bus registration form](#) to ensure that they are assigned a bus route and bus stop.



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Change of Transportation

Please send a note to your child's teacher if there is a change in transportation. If the teacher does not receive a note, your child will be sent home by his/her regular mode of transportation. If you forget to send a note and need your child's transportation changed, please call the school office before 1:00 pm.

Checking Students Out Early

If you need to check your child out early for an appointment, please do so before 3:15 pm. The end of the day is a very busy time for us, so we would like to take care of early check-outs before 3:15 pm. We will utilize the new visitor management system for early check-outs.

Take-Home Folder

Tuesday is the day when you will receive your child's work folder from school. Be sure to check book bags on Tuesdays for your child's schoolwork and any teacher/school communication.

Mills Park Monthly Principal Newsletter

I will post my monthly principal's newsletter to the school website, <http://millsparkes.wcpss.net/>, on the last Thursday of each month. Your child's teacher will also email it to you. My newsletter will provide you with important dates, events, and news for the upcoming month.

Breakfast/Lunch Prices

- Breakfast = \$1.50 Lunch = \$3.25
- [Click here to apply for free/reduced meals](#)
- [Click here for Information about school meals and menus](#)
- [Click here to Pre-pay for Meals Online](#)

Volunteer Updates

Every parent/volunteer will have to fill out a NEW volunteer application for the 2023-2024 school year (even if you were an approved volunteer last year).

WCPSS Volunteer Registration for Parents and Community Volunteers

All WCPSS parent and community volunteers are required to register through the new MyVolunteer system. Please complete your registration on a computer at home or school. It is very difficult to complete using a mobile phone. It can take several weeks for your registration to be approved so don't wait until field trips to try and register. Register now so you are ready and able to volunteer in the classroom, volunteer for school events, or chaperone at any time this school year!



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1. Click the link below to start your volunteer registration: <https://myvolunteer.com/wcpss/volunteer/login>
2. Click create new account.
3. Complete the online form and select all the schools that you are requesting to volunteer or chaperone for the 2023-2024 school year.
4. It will then say pending.
5. Soon after you will receive an email with a customized link for you to complete next steps for your background check. This link expires 10 days from the day you receive the email. Follow the instructions in that email. You will fill out all items in red boxes and then you will review and digitally sign four documents (Summary of Rights Under the FCRA, Disc & Auth, NC Security Freeze Notice, and WCPSS Volunteer Agreement).
6. If you leave the CRC background site before completing your contact information, you will have to begin the process again.
7. You must include your social security number to register to volunteer. If you do not have a social security number, please contact volunteers@wcpss.net or call 919-694-8233.
8. Great news is that this year you will be notified by the MyVolunteer system if you are approved to volunteer!

Please Note: If you are a WCPSS Employee seeking to volunteer/chaperone in the schools, you do not have to complete a criminal background check. However, employees will still need to register in the MyVolunteer system (<https://myvolunteer.com/wcpss/volunteer/login>) and complete the Wake County Volunteer Agreement and other required forms. **Employees must select the “Current Staff of WCPSS” link on MyVolunteer to complete the volunteer registration process and must use their WCPSS email address to complete the registration.**

Please contact us at (919) 466-1466 if you have any additional questions or concerns. We look forward to welcoming all our Panthers back to school!