




September 3-7

MIDDLE SCHOOL A-WEEK

This Week's Events

Monday September 3	Tuesday September 4	Wednesday September 5 SST Day	Thursday September 6 PLC Day	Friday September 7
Labor Day Holiday – School Closed	FIRST DAY OF SCHOOL!	(SST meetings begin on September 19)	PLC Topic: Plan for Meet the Teacher Night	You did it! First week success!
Happy Birthday Allison Stathius! 		4:00 – Clubs and Activities Organizational Meeting in Library		

Upcoming Dates:

September 10-14 – STAR Testing (ELA)
 September 11 – CA Meeting (6:00 PM – Library)
 September 13 – Fire Drill (9:30 AM)
 September 13 – Meet the Teacher Night (5:30-7:15 PM)
 September 17-21 – STAR Testing (Math)
 September 19 – First SST Meeting Day
 September 21 – Lockdown Drill (9:00 AM)
 September 21 – Early Dismissal (12:30 PM – Professional Development Day)
 September 24 – Faculty Meeting (4:00 PM)
 September 27 – High School Information Night for Middle School Families (6:30 PM)
 September 28 – Whole School Morning Meeting (8:30 AM – Gym) – Hosted by 6B

News & Notes

- **It's September!**
<https://www.youtube.com/watch?v=Gs069dndIYk>

- **September Birthdays**

9/3 – Allison Stathius
 9/6 – Dawn Roberts
 9/8 – Jacquie Gonser
 9/10 – Colleen DeRonda
 9/10 – Nurse Janice Cushner
 9/11 – Melissa Bak
 9/12 – Anne Wechsler
 9/23 – Chelsy Karcher
 9/26 – Quinn Wu



Congratulations, Jenna and Kevin!

Jenna Murphy and Kevin Macdowall were married on August 31st!

Congratulations and best wishes for a lifetime of love, health, and happiness!



- **Summer Birthdays**

Happy birthday to all who celebrated a birthday this summer!

July

7/4 – Jillann Dugan Brydges
7/14- Laura Lester
7/20 – Dave Phillips
7/24 – Chris Walsh
7/27 – Anne Landrigan
7/27 – Jenna Murphy



August

8/2 – Jennifer Keating
8/2 – Carol Veach
8/4 – Katie McKinnon
8/14 – Diane Monaco
8/15 – Chris McDermott
8/21 – Patricia Tyler
8/26 – Courtney Gromek
8/27 – Josette Smith
8/29 – Anthony Martorana
8/30 – Krista Shafer

- **Safety and Security Webinar** – We have one last ask of you in terms of summer professional development. Some of you may have noticed that this year we did not have a face-to-face PD about emergency procedures. We didn't forget. Instead, we wanted to give you some extra time and flexibility by trying it as a pre-recorded webinar. So, **here's what we need from you no later than Monday, September 10:**

Watch the [webinar](#) and complete this [confirmation and feedback survey](#). Thanks so much!

- **Employee Manuals** – Employee Manuals are on the way! You will receive your binder this week, pre-loaded with some of the essentials. Throughout the first weeks of school, we will point you to new/updated documents via email. These documents will be printed, hole-punched, and placed in your mailbox. Please add them to your binders as you receive them.
- **Timekeeping and Payroll** – Our new system (EBC), is our provider for timekeeping and payroll.

Login for Timekeeping:

<https://clock.payrollservers.us/?wl=ebcpayrollsolutions.payrollservers.us#/clock/web/login>

Username: First Initial, Last Name

Password: EVCS1234 for new employees

Password: Set by you last year for returning employees

**Contact Danielle if this does not work and you need a password reset.*

This is where you can:

- Clock in or out from your computer
- Request time off
- View your timecard
- View your PTO accrual balance

Login for Payroll:

<https://ebcinc.evolutionpayroll.com/hcm/#/>

Username: First Initial, Last Name

Password (first time logging in): Welcome, Last 4 digits of your SS# (i.e. Welcome1234)

The system will prompt you to change the password to one of your choice at that time.

**Contact Danielle if this does not work.*

This is where you can:

- View your pay stub from each pay period
- Review your tax withholdings
- When the system upgrade is complete, you will also be able to update personal information, tax withholdings, address changes, and view your annual tax statements.

- **Notes from Carol about Library and STAR Testing**

The first day of school, Tuesday, September 4, there will be no library classes. There will be classes Wednesday through Friday unless a teacher requests not to have class.

The next week, September 10-14, there will be NO library classes because of STAR testing. Grades 3-6, please test Reading in your rooms during this week. Grades K-2, I will come and work out a schedule for Early Literacy and Reading testing in the library.

The week after, September 17-21, there WILL BE library classes. Please remember to give the STAR Math in your rooms sometime during this week. Grades 1 and 2, I will set up a schedule with you for STAR Math during this week.