



**Welcome New Families
2022-2023**

Contact Information

Principal	Mrs. Ashley Sheridan	503-644-5748	asheridan@htsch.org
Admin Assistant	Mrs. Natalie Shick	503-644-5748	admin@htsch.org
Business Manager	Deacon Brett Edmonson	503-643-9528	brett@h-t.org
Office Phone	503-644-5748 (please leave a voicemail if your student will be absent)		
Address	13755 SW Walker Rd Beaverton, OR 97005		

School Day Information

Pre-k Half Day	Pre-k-8th Full Day	Pre-k and Kinder Week 1
Arrival 8:00-8:15am	Arrival 8:00-8:15am	Tues 9/6 8:15am-12:15pm
Late Bell 8:15am	Late Bell 8:15am	Wed 9/7 8:15am -12:15pm
Dismissal 12:00pm	Dismissal 3:05pm	Thurs 9/8 8:15am -12:15pm
		Fri 9/10 8:15am-3:05pm

Morning Drop Off and Afternoon Dismissal

Prekindergarten Morning and Afternoon:

- Parents must walk students to the Pre-k door and pick up from the Pre-k door
- Older siblings will be sent to Pre-k for dismissal at the end of the day

Kindergarten through Eighth Grade Morning:

- All families are welcome to park (in a space) and walk students to classrooms
- To join car line for quick drop offs, follow the red curb
 - You can join from Park Way or Walker Road
 - There is ONE car line for morning drop off
- Keep car line moving and follow parking lot arrows and red curb

Kindergarten & First Grade Afternoon:

- Parents should park or join the line in the back parking lot off of Walker Road (by

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Fireside Room entrance)

- Teachers will use walkie talkies to call students out to cars

Second through Eighth Grade Afternoon:

- Parents should park and wait at the front of the school or join the car line
- Afternoon car line is TWO lanes along the curb
- At 3:05pm teachers will use walkie talkies to call students out to their car
 - 2nd, 3rd, 4th wait in the gym
 - 5th-8th waits outside
- Only 6th, 7th and 8th graders are allowed to walk through the parking lot without a parent

Communication Tools

School Website: www.htsch.org	School Info System: FACTS Family Portal
Monday Minute (weekly newsletter)	https://factsmgt.com/
No log in needed	District Code: HT-OR
FACTS Family Portal Link	Family profile, medical and contact information
School Calendar	School Calendar
Curriculum Standards	Homework and Grades (grade 3 and up)
Tuition Information	Progress Reports and Report Cards
Fundraising Information	Family Directory

School Uniforms

- Dennis Uniform: <https://www.dennisuniform.com/> School Code- 46600
- Lands End: <https://www.landsend.com/shop/school/S-ytp-xe8> School Code: 900044686
- Tommy Hilfiger Uniforms: <https://www.globalschoolwear.com/> School Code: Holy05
- HT Uniform Closet: all items are free and gently used, come take a look before you shop!

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Parent Teacher Organization (PTO)

Every HT parent is a member of our PTO! We have many events and ways in which to get involved. Our community is what you make it!

- Each family must complete 20 Sharepoints each year.
- One Sharepoint equals one hour of volunteered time or \$20 of donated items/money.
- Possible volunteer hours: Room Parent, help with class parties, PTO Leadership, Event Coordinator (ex. Mother & Son Night), be a coach for CYO, classroom reader, classroom project volunteer (ex. copy/cut/help facilitate), and many more
- The Monday Minute newsletter will communicate most volunteer opportunities through PTO. The Room Parent(s) or the Classroom teacher will communicate classroom specific volunteer opportunities.

Volunteer Requirements

1. Complete a background check through Praesidium (every three years)
 - A first time background check is triggered by HT's Admin Assistant.
 - A repeat background check comes an automatic alert/notification from Praesidium.
2. Attend the in-person Creating A Safe Environment (CASE) training (required only once)
 - Dates will be announced in the fall.
3. Complete the online training "It Happened to Me" in Praesidium
 - You cannot complete this until your first background check is in progress.

Fundraising

HT has one fundraiser per year, our Titan Run. We ask each student to raise at least \$200 in pledges. Pledges can be per lap or a flat donation. Lots of information will come as the Titan Run gets closer. We are very grateful for your support!

Each year, Catholic philanthropist Joe Weston provides a matching donation challenge to Catholic schools in the Archdiocese of Portland. In 2021-2022, Mr. Weston asked HT to raise \$35,000 for our Endowment Fund and \$45,000 for Tuition Assistance. If we achieve this, he will match each donation! Amounts for 2022-2023 have not been announced yet.

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