



**Dear Griffin Middle School Families,**

**A message from Mrs. Hagen...**



Welcome to the 2023 - 2024 school year, which is sure to be another amazing

year at Griffin! I am so excited to be back in my second year as your Griffin Middle School

Principal. This year our focus will be on "Empowering Excellence" for all students. This

will begin from the moment our students walk through the doors. We strive to create an environment that is safe and welcoming

- where everyone belongs. This includes offering more opportunities academically, more physical education in our schedule, and also implementing

additional social emotional learning and community building foundations for our students.

I also recognize we are much more successful when our families and community members are our partners, so please reach out anytime you have questions, concerns, or just want to talk more about the school year. Email is the best way to reach me at [ehagen@griffinschool.us](mailto:ehagen@griffinschool.us), and also our middle school secretary Ms. Shawnee Morgan at [smorgan@griffinschool.us](mailto:smorgan@griffinschool.us) is another point of contact as well.



At the Griffin School District we will be striving to meet the needs of ALL of our students through access and opportunity. My job will be to remain a positive leader and guide that work here in the middle school. Thank you for your support and again it's going to be a great year!

**Here are some important informational items for the beginning of the school year:**

1. **First Day of School** - Wednesday, September 6- school begins at 8:45 a.m., doors open/ first bell is at 8:40.
2. **New Staff at Griffin** - Please welcome our new staff members:
  - Telisa Reed - Superintendent
  - Lindsey Swardz - Spanish Teacher
  - Amanda Sidders - Special Education 6-8
  - Megan Rogge - Lifeskills K-8 & Pre-K
  - Ashley Herron - 8th Grade ELA/Social Studies
  - Candy Koch - Paraeducator
  - Chelsea Madison - School Nurse
3. **Visitors** - All visitors must check in at the front office before entering the building. There is a doorbell to be buzzed in next to the doors on the right side. This is for the safety of our staff and students. The middle school doors will be locked during school hours.

4. **Middle School Counselor** - Our amazing counselor, Anne Zimmerman is returning this year as our middle school counselor. She will be available Tues-Friday and her office is now located in the middle school in Room 414. You can reach her at: [azimmerman@griffinschool.us](mailto:azimmerman@griffinschool.us)
5. **Schedules** - Are available on Skyward, and will also be available to pick up at our Open House on 9/5 from 4-6pm.
6. **Weekly Bulletin** - A Middle school weekly bulletin will be sent out to provide information weekly for families, Each teacher/grade level team will have a space to list assignments, instruction topics, and general activities/events going on in the middle school.
7. **Drop Off and Pick Up**- Parents can drop off students beginning at 8:35. Please use the drop-off lane. You are welcome to walk your student(s) to the front door as we are continuing to limit the number of parents inside the building. If students arrive before the 8:40 bell, they will need to wait outside until the bell rings. If you need to meet with a staff member, please reach out to schedule a time to meet.
8. **Breakfast/Lunch**- Breakfast is \$2.00 & Lunch is \$3.40. If you need meal assistance, please fill out the following [Free & Reduced Lunch Application](#).
9. **Volunteers in the Building**- We will continue to welcome pre-arranged volunteers into the building. Interested volunteers will need to complete a background check. Background check forms are available in the front office.
10. **Lockers** - Middle Schoolers will get lockers assigned in their Flex class over the first/second week of school.
11. **Cell Phone Policy** - Cell phones must remain in lockers or backpacks during class time, they are not permitted to be out during class. Students can check their devices during passing time and lunch.
12. **Griffin PTO**- Griffin's PTO is looking for new members and would love for parents to be a part of the team. Click here for more information about the PTO. <https://griffinpto.membershiptoolkit.com/>.
13. **Griffin Facebook Page**- To keep in the loop of upcoming events and activities, follow us on our Griffin Facebook Page.

I know it's going to be a great school year! Please feel free to contact me at any time if you have questions at all, I am here for you. You can reach me at: [ehagen@griffinschool.us](mailto:ehagen@griffinschool.us)

Sincerely,



*Erin Hagen*

**Middle School Principal**

Griffin School District #324

6530 33rd Ave NW Olympia WA 98502

Phone (360) 866-5904 Cell (360) 890-1222