



# Mill Creek Middle School

## Family Cheat Sheet

### Welcome!

We are excited to have your family at our school. A few names you may want to know:

- Principal – Andrew Legler
- Associate Principal – Denise Legore Seawood
- School Improvement Specialist – Kelly Robinson
- Registrar/Bookkeeper – Angela Handy
- Building Secretary – Carrie Lantz
- Counselors – Olivia Higgins and Suzanne Wilson Yao
- Nurse –Natalie Shultz, Erica Catausan
- Social Worker – Deb Landis
- School Psychologist – Kirstin Moerike
- School Resource Officer – Amy Raniag

**School Hours:** 7:50-3:00 – Students can enter the building at 7:30.

**Main Office Number : 913.667.3512**

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## Canvas

- Students utilize the online learning management system, Canvas, to access class assignments, quizzes and course materials.
- Parents can create their own Canvas account to monitor student progress, homework and assignment due dates. You can also set alerts to be notified of missing assignments.
- Steps to create/activate a parent account are linked here:

[Canvas for Parents](#)

## Skyward Family Access

Family Access is a web-based service that empowers parents/guardians and students to view school-related information anywhere they have access to the Internet. Information available online includes:

- Calendar information with assignment, attendance and message information
- Detailed gradebook information
- Messages posted by the principal and teachers
- Attendance records by date and types of attendance
- Student schedule
- Food Service balance, payments and purchase history
- Fee management
- Email notification preferences
- Login history

Additional information on accessing Skyward Family Access linked here:

[Welcome](#)

## Calendar:

[District Calendar for the 24-25 School Year](#)

## Reporting an Absence:

- Online form

[Report an Absence](#)

- Phone – 913.422.9698

## School District Website:

[District Home](#)

Helpful information under the Parent and Student tabs

- **MCMS Website:** [Mill Creek Middle School](#)

## Technology Support - K12 ITC

Students and Parents –

You can reach our **Help Desk** by:

- **Phone: 816.382.4840**
- **Chat: [chat.k12itc.com](http://chat.k12itc.com)**

Hours of Operation : Monday – Friday, 6:00 a.m. to 7:00 p.m.