



**Harford Glen**  
***Environmental Education Center***  
502 West Wheel Road  
Bel Air, Maryland 21015  
Telephone (410) 638-3903  
Facsimile (410) 638-3907

August 27, 2018

Dear HCPS Student,

Harford Glen is in the process of enrolling high school sophomores, juniors, and seniors to assist fifth grade students and teachers during the upcoming **residential** outdoor education sessions. Please review the following considerations:

- ☉ Completed applications must be turned in to the Harford Glen contact person in your school (listed below) on or before **7:30 A.M. ON WEDNESDAY, SEPTEMBER 12.**

AHS: Mrs. Runkle-Smith, Science  
BHS: Ms. McKinney, Counseling  
CMWHS: Mrs. Wheeler, Science

EHS: Ms. Hoy, Science  
FHS: Ms. Miller, Counseling  
HDGHS: Mr. Hillyer, Science  
HTHS: Mrs. Cullinan, Science

JHS: Ms. Woolford, Science  
NHHS: Mrs. O’Leary, Science  
PMHS: Ms. Baum, Counseling

- ☉ High school counselor volunteers and fifth grade students and teachers **will stay overnight** at Harford Glen. High school counselors will be responsible for transportation to Harford Glen on the first morning and last afternoon of their session.
- ☉ There are three-day and five-day sessions, so check the dates on the application carefully and circle all for which you are available.
- ☉ Applicants must be willing to fully participate in all aspects of the outdoor education program. Since the program is a division of HCPS, you will be marked present at school. Volunteer community service hours may be earned.
- ☉ Time is set aside for you each day to work on school assignments. Your teachers will provide you with classwork before you leave for your session. Do not turn in the application unless all current teachers have approved your participation. Consider graduation activities, assessment calendars, sports schedules, and job responsibilities when choosing your sessions.
- ☉ Carefully read the counselor policies on the Harford Glen website ([www.harfordglen.org](http://www.harfordglen.org)). Your signature and your parent’s signature on the application indicate that you fully understand each policy. You are welcome to print the policies at school and take them home to discuss with a parent or guardian.
- ☉ Please do not apply unless you are sure you can fulfill this commitment. We cannot replace you if you cancel. You will be notified if you are selected, and for which session, as soon as possible.

If you have any questions about the program, please feel free to contact me at 410-638-3903 between 8:30 a.m. and 4:00 p.m. You are also welcome to e-mail me at [ruth.eisenhour@hcps.org](mailto:ruth.eisenhour@hcps.org).

Sincerely,

Ruth Eisenhour  
Teacher-in-Charge of Outdoor Education

