



Staff Update

February 14, 2019

Better Today than Yesterday, Better Tomorrow than Today.

PURPOSE

Grateful

Thank you to all of you for all of the hard work you put in to conferences! You go ABOVE and beyond to meet with every parent!

Ordering

It is time to order supplies for next school year!!

ORDERS ARE DUE TO ANNA BY WEDNESDAY, MARCH 20TH OR BEFORE

Here is what everyone is getting:

Each classroom teacher will get \$100 (Tasha and Amanda will split the \$100 for their classroom)

EL teachers=\$100

Title=\$100

Miss Ferrall=\$100

Mrs. Holmes=\$100

Mrs. Sigmund=\$100

Mrs. Watson=\$100

Mrs. Johnson=\$100

Mrs. Cline=\$2000

Mrs. Curran=\$300

Mr. Dougherty=\$300

Mr. Williams and Mrs. St. Pierre=see Anna if you need something...we will take this out of a different account.

Rachel, coaches, Lisa Sullivan, Katie Frenz=let us know if you need something...these supplies will come out of a different account.

R Factor Lessons

Here are the links for this month's lessons:

[K-2](#)

[3-5](#)

Bldg. Secretaries (Student list adjustments)

<p>Monday, Jan. 28th Bldg Secretaries:</p> <ul style="list-style-type: none">• Run Scheduling Synchronization• Student schedule changes must have this rerun after change is made. <p>**Teachers Responsible for Grading (By Thurs, Jan. 31st):</p> <ul style="list-style-type: none">• Check Comp list(s) in TAC for accuracy. Report any discrepancies to the office secretary.
<p>Monday, Feb. 4th Tech Dept:</p> <ul style="list-style-type: none">• Open Teacher Access Center for mark entry (8:00 a.m.) <p>**Teachers Responsible for Grading:</p> <ul style="list-style-type: none">• Teachers may begin to enter marks and comments through Feb. 26th at 11:59 pm.
<p>By Friday, Feb. 22nd **Teachers Responsible for Grading:</p> <ul style="list-style-type: none">• Generate Progress Reports as PDF file and review for accuracy (this may be done earlier)• Make any changes necessary
<p>Tuesday, Feb. 26th Tech Dept:</p> <ul style="list-style-type: none">• Close Teacher Access Center for mark entry at 11:59 p.m. <p>**Teachers Responsible for Grading:</p> <ul style="list-style-type: none">• LAST DAY to enter marks for Progress Reports
<p>Wednesday, Feb. 27th – Thurs. Feb. 28th Principals:</p> <ul style="list-style-type: none">• Enter comments in eSchoolPLUS for students (if desired)
<p>Thursday, Feb. 28th Bldg Secretaries:</p> <ul style="list-style-type: none">• Be sure that the Interval Total Calculation for attendance has been run.• Generate a PDF file (print progress reports) for all students and review for accuracy.• Print Progress Reports for students whose parents requested hardcopy.
<p>Friday, Mar. 1st Tech Dept:</p> <ul style="list-style-type: none">• Send email alert to elementary parents indicating progress reports are available in Home Access• Progress Reports Posted in Home Access at 2pm. <p>**Bldg Secretaries/Teachers:</p> <ul style="list-style-type: none">• Distribute hardcopy Progress Reports to appropriate students.

Field Trips--please let me know plans by the end of February

K-?

1st-?

2nd grade---COSI and a play at Darby HS

3rd grade-hopefully Zoo

4th-?

5th-?

Paper Coding Reminders

Here are the [links](#) to the K-2 paper coding lessons.

Here are the [links](#) to 3-5 paper coding lessons.

Printer/Copier

Thank you for printing to the copier! We are already noticing a difference. Remember though-the copier doesn't save what you send! If you don't print it the same day you send it, you'll lose it. I learned that the hard way.

Data Team Dates-Full Day

3rd: February 20th

Twitter!

I love your tweets! Keep up the great work! When you tweet please add **#jwreason** to all of your tweets. This will create a "digital file folder" of all of your tweets so that we can easily access them to share our story.

We can still add other hashtags as well like:

#jwrfactor

#jwyou

But always include **#jwreason**

Texting

Remember-we cannot TEXT parents!

No Photo List

No photo lists are up to date and hanging outside of rooms with no photo children.

What's on the calendar:

February 19-K ½ Day Data Team

February 20-3rd grade full day data team

CLASS GROUP PICTURE DAY

February 22-Staff Meeting-IGNITE

JW YOU 5th week of rotation

February 26-EL Data Team-1st grade AM and 2nd grade PM

Media/Tech Planning

Skate America Skate Party 6PM

February 28-EL Data Team-3rd AM and 4th PM

March 1-Mobile Dentist-IN THE GYM

JW YOU Week 6 (make up from snow day)

March 4-R Factor Assembly---WE WILL BE ON AN ASSEMBLY SCHEDULE

Special Education Data Team 1:00-3:30PM

March 5 and 6-JW Grows-more info to come

March 8-Staff Meeting-Phonemic Awareness and Phonics PD w/ Jackie, Shannon and Betty

