



Staff Update

May 10, 2019

Better Today than Yesterday, Better Tomorrow than Today.

PURPOSE

Grateful

1-**Karen Mankin**-I am SO happy that Karen is back! It was rough without her.

2-**Jerry Bickel**--Jerry remembers EVERYTHING! I am so grateful that Jerry remembers so many things that don't remember from year to year. He reminds me of all of the things I am supposed to do in the summer. I don't know what I'd do without Jerry!!

3-**Tasha**----I've been in denial for a long time---Tasha-you have raised my average. I have learned so much from you and truly cannot imagine life at JW without you. There are not words to express how much I'm going to miss you.

4-**Jackie and Whitney**-Seriously!!! We are going to have ANOTHER Arabic teacher next year. This could NOT happen without you! Thank you!

5-**The R Factor Heroes**-Thank you all for taking your planning time to dress up in a ridiculous costume and give R Factor quizzes....Kelli---you REALLY seem to enjoy those little kiddos...Whitney, you too!!

Elementary Progress Report Processing

3rd Marking Period – 2018-2019

Contact for Support: Bldg. Tech Teachers (procedural issues)

Bldg. Secretaries (student list adjustments)

****Teachers Responsible for Grading:**

- Teachers may begin to enter marks and comments through May 24, 2019

By Monday, May 20

****Teachers Responsible for Grading:**

- Generate Progress Reports as PDF file and review for accuracy (this may be done earlier)
- Make any changes necessary

Friday, May 24

Tech Dept:

- Close Teacher Access Center for mark entry at 11:59 p.m.

****Teachers Responsible for Grading:**

- **LAST DAY** to enter marks for Progress Reports

Tuesday, May 28 – Wed. May 29

Principals:

- Enter comments in eSchoolPLUS for students (if desired)

Thurs, May 30 - Friday, May 31st

Bldg Secretaries:

- 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.

Friday, May 31st

Tech Dept:

- Send email alert to elementary parents indicating progress reports are available in Home Access
- Progress Reports Posted in Home Access at 2pm.

****Bldg Secretaries/Teachers:**

- Distribute hard copy Progress Reports to appropriate students.

**** These items need to be communicated to the teachers by the building principal.**

Surprise Assembly

We will have a **SURPRISE ASSEMBLY on Tuesday, May 28th** at 9:30 b/c Stephanie Sipe has been chosen as a finalist in the GOOGLE DOODLE contest that Gaye had all of our kids participate in. Gaye ended up entering the artwork of 27 students and Stephanie is the finalist for the STATE OF OHIO!

PLEASE DO NOT TELL YOUR STUDENTS WHAT THE ASSEMBLY IS ABOUT OR WHY WE ARE HAVING THE ASSEMBLY!!! This is going to be BIG! **WE WILL BE ON AN ASSEMBLY SCHEDULE THAT DAY!**

Google is flying people here from California for the assembly! If Stephanie wins she will win a \$25,000 college scholarship AND our school will with \$40,000 for technology!

Shirts for 2019-2020

It's time to order your staff shirt for the 19-20 school year! That's right--Dolly will be reminding us that we're "Getting our Reps In!" [Click here](#) to order--ORDERS MUST BE PLACED BY JUNE 2 at 11:59PM. We will do a bulk ship order this time. I will pass out the shirts when they arrive.

Library Updates

May 20: MC closes for the year

May 21, 22: iPad collection

(Please sign-up if you have not)

May 21, 28-31: Inventory of all MC materials, staff, students, technology, etc.

Class Placement

Thank you for turning in your cards!!!

JW YOUiversity

Please be sure to have the names on your certificates. We will have a ceremony when all kids get back to their home rooms. I will come on the announcements and play the "graduation song". You can then announce kids names and hand out certificates.

What's on the calendar:

May 17-Staff Meeting-Class Lists 8am

May 20-K field trip to Library

May 21-Spec Ed Dept Meeting 8am
5th OSU Field Trip

May 22- 4th State House Field Trip
K Fancyburg Park Field Trip
Title Data Team-1-3:30 PM

May 23-5th Grade OWU Field Trip

May 24-Field Day

May 27-NO SCHOOL

May 28-Assembly 9:30---ASSEMBLY SCHEDULE

May 29-Field Day RAIN DATE

May 30-5th grade party 11:30

5th grade recognition 7:00PM

May 31-LAST DAY

K Celebration 12:45

5th grade clap out 3:15