



Staff Update

December 18, 2015

1. Put your family first.
2. What makes you ELITE?
3. Stay above the line

Have a relaxing and wonderful break with your families. You deserve it. We always work hard, but I don't think we have ever worked harder than we are this year. Thank you for all you do.

ROUND 2 OTES

The SignUp Genius for Round 2 of OTES is available. So, if you're up for evaluation this year feel free to start signing up. Remember to type "pre" "eval" or "post" in the comment section.

<http://www.signupgenius.com/go/8050d4ea5aa29a13-otes>

Stipend Opportunity---We still need more teachers! 😊

We will be holding 4 family events for parents and students to explore math and literacy together. The dates are January 20 and 27 and March 2 and 9 from 6:00-7:30. If you were interested in working this event please let me know. I can't promise that everyone who is interested will be able to work as I have a limited number of \$750 stipends. If you would like to participate you must be able to commit to working all for nights. Please email me if you are interested.

We will send home sign up forms for families when we return from break.

Safety Drill info for subs

I am working on getting information together regarding our new safety procedures to be included in your sub plans. I'll have that to you as soon as it's finished.

Steering Committee—2 new steering committee members added

Gaye	Whitney
Becky	Kelli
Debbie L	Katie G.
Scott	Lisa S.
Jeff	Kelly R.
Ashley	Dana
Cheri	Jane
Sarah	Tonya
Amanda	Michael
Kelsey	

Assessment Days

When we return from break we will most likely want to begin our winter assessments to prepare for data teams. Please put in for subs for your assessment day and for your ½ day data team as soon as you can. Here are the dates for data teams:

January 27-Kindergarten---THIS IS A FULL DAY

January 28-4th grade ½ day AM

January 29-3rd grade ½ day AM

February 2-5th grade ½ day AM

February 3-1st grade ½ day AM

February 4-2nd grade ½ day **PM**

New Fire Drill Procedures

Please REMIND STUDENTS ABOUT ORDERLY EVACUATIONS

Our safety drill was great so now we are going to revamp our fire drill procedures. We need you to train your students to do the following when they hear the fire alarm:

1. Leave the room as soon as they hear the alarm. Do not line up and wait for a teacher!
2. NO HOLDING THE DOOR
3. When students get outside they will then find their class and stand in line so teachers can take attendance.
4. If students are with speech or title or ELL teachers or library etc they DO NOT NEED TO RUN AND FIND THEIR CLASSROOM TEACHER!!! They need to find the teacher who they were with when the fire drill went off.

CALENDAR INFO BELOW!!! DID YOU READ THE ENTIRE UPDATE?

What's on the calendar:

January 4-School Resumes

January 5-TOLLES ORIENTATION #3--6:00-8:30pm

January 7- TOLLES 6-8:30pm

January 11-PTO 7pm

January 12-PAC 3:30pm

TOLLES 6-8:30pm

January 13-Staff Meeting 7:45am

~~TENTATIVE PTO SPONSORED FAMILY GAME NIGHT 6:30-8pm~~

January 14- TOLLES 6-8:30pm

January 18-NO SCHOOL

January 19- TOLLES 6-8:30pm

January 20-Data Team Leaders 7:45am (NOTE WEDNESDAY DATE b/c NO SCHOOL MONDAY)

January 21- TOLLES 6-8:30pm

January 26- TOLLES 6-8:30pm

January 27-Staff Meeting 7:45am DATA TEAM

KINDERGARTEN DATA TEAM--ALL DAY

January 28th-1/2 Day Data Team **AM**-4th Grade

TOLLES 6-8:30pm

January 29th-1/2 Day Data Team **AM**-3rd grade