



Staff Update

February 19, 2016

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

OELPA Testing February 29-March 7 and March 8 until we finish

We will be administering the **state ELL test**, OELPA, starting the week of February 29 for all grades 1-5. Large group testing will occur **Mon. Feb. 29- Mon. March 7, starting at 9 or 9:30.**

This should take **anywhere from 1 to 2 1/2 hours**, depending on the grade. (However **students technically have all day to complete it.**) From Tues, **March 8 on, we will be pulling students individually for the speaking test.** This will only affect classrooms that have ELL students. However we will **need all of the school's laptops from Feb. 29-March 7**, in the morning at least. If we have snow days, the schedule will have to be extended of course. Thanks for your cooperation.

Steering Committee Meeting-Monday, February 22nd 3:45 at ILC

RTI PM Forms

If you have a student in RTI and you are filling out a progress monitoring graph for them, please do not be alarmed when you visit the RTI PM Forms folder in Google Docs. We have organized the graphs into folders. The folders are- "**Moved**," "**Hold**" (which means we're finished and not moving forward right now), "**Possible Retention**," and "**Testing/Qualified**"

The forms that are not in a folder are for students who were a progress monitoring and will be making a determination about testing.

Jane will be monitoring the data entry in the graphs. Please remember that data **MUST BE ENTERED WEEKLY!**

Testing Dates (BLAH!)

April 12-Reading Test

April 19-Math Test

April 26-Science for 5th and Social Studies for 4th

We will test classrooms on these days and as many groups of small group as we can.

THERE WILL BE NO FOCUS ON THESE DAYS. FOCUS STUDENTS WILL REMAIN AT JW FOR TESTING.

I am working on the possibility of scheduling alternate FOCUS days, I'll keep you posted.

Wellness Survey

Debbie Youngblood sent a link to a wellness survey. Please take a moment to fill it out! Thanks!

<http://bit.ly/1XgHQpW>

Elementary Progress Report Timeline

MP2 - Elementary Progress Report Timeline for Teachers

Monday, Feb. 8th:

****Teachers Responsible for Grading:**

Teachers may begin to enter marks and comments through **Mar. 1, 2016**

By Friday, Feb. 26th:

****Teachers Responsible for Grading:**

Generate Progress Reports as PDF file and review for accuracy (this may be done earlier)

Make any changes necessary

Tuesday, Mar. 1st:

****Teachers Responsible for Grading:**

LAST DAY to enter marks for Progress Reports

Friday, Mar. 4th:

****Bldg Secretaries/Teachers:**

Distribute hardcopy Progress Reports to appropriate students (Secretaries/Teachers)

Progress Reports posted in Home Access @ 2pm (by Tech Team)

Remind

Please encourage your students to have their parents sign up for REMIND. Papers went home this week.

Staff-if you are not signed up for our STAFF REMIND, please do so. (If you signed up last year, you're still signed up).

Just use [this link](#).

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

What's on the calendar:

February 22-STEERING COMMITTEE 3:45

February 23- TOLLES 6-8:30pm

February 25- TOLLES 6-8:30pm

March 1- TOLLES 6-8:30pm

March 2-Staff Meeting 7:45am

March 3-Class picture day

March 7-Data Team Leaders 7:45am

PTO 7pm

March 8-PAC 3:30pm

Spirit Night Hashtag FROYO

TOLLES 6-8:30pm

March 10 TOLLES 6-8:30pm

March 15- Professional Development Day-NO SCHOOL

TOLLES 6-8:30pm

March 16-Staff Meeting 7:45am DATA TEAM

March 17- TOLLES 6-8:30pm

March 18-March 25--SPRING BREAK

March 29- TOLLES 6-8:30pm

March 31- TOLLES 6-8:30pm