



Staff Update

November 13, 2015

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

Wishes

It's time for wishing! Here is the Google Doc that Brent created for us to add our wishes for our ILC/SDE/JWR collaboration:

<http://goo.gl/forms/2oXgdpdhBd>

Safety Drill

By now, I'm sure you've heard how awesome our safety drill was on Wednesday. Thank you again for your commitment to excellence. A few important things to remember for next time:

1. Hilliard Police loved the classes that had instructed students to have an object in their hands to potentially throw in case an intruder entered the classroom. This could be anything, including scissors.
2. Karen VanVleet had a rope that she attached to her door handle and held on to and Officer Deaton could NOT get in her room! AWESOME!
3. Having the conversations with your kids about what do to if someone did enter the room or if you decided to run after barricading and hiding are very important.

Thanks again for all you do and for having the courage to have those tough conversations.

Aramark changing procedures

I have instructed our cafeteria employees to no longer visit your rooms to report students with negative lunch account balances. They are now to relay this information to Karen and she will communicate with you via email or by calling into your room. I do not want the cafeteria to interrupt class to talk to students about lunch accounts. I do not want students worrying all day about lunch when they need to

be learning. We are doing our best to communicate with parents and keep lunch issues as low key as possible for kids.

On the flip side, please refrain from hanging out in the kitchen and chatting with the Aramark staff. 😊

Conference Schedules

Please give a copy of your conference schedules to Anna and Karen asap.

Spirit Wear Link

The PTO is having a Spirit Wear Sale. Please communicate this info with your parents:

<https://jwreason.itemorder.com/sale>

Book Fair Link

This year the PTO is offering the option of purchasing Book Fair books online. Please communicate this link to families:

<http://bookfairs.scholastic.com/homepage/reasonelementaryschool>

A Message from Mark Pohlman

Good Morning and Happy Friday, everyone!

We all have a vested interest in keeping all of our students safe while they are in our care each day. It is with this in mind that I wanted to send out a quick message to all of you to ask that you reinforce with your teachers the liability that comes with having students push/move laptop and iPad carts around your building. It takes just one incident of a cart toppling over onto a student or rolling over a student's foot to cause severe injury to that student (or nearby students) and liability to the teacher and district if we allow students to move these carts from room to room on their own. Accidents do happen.

Please ask your teachers NOT to have students be responsible for moving these carts. This should be the responsibility of the classroom teacher or another adult in the building...not the students.

Working to keep our kids safe,
Mark

Tech planning meetings with Kelly Riley and Ashley Lambacher

December 2

January 20

February 18
March 31
April 21

When calling the office from your room call 5900!

This way either Karen or Anna can pick up the phone.

Elementary Progress Report Timeline

Elementary Progress Report Processing 1st Marking Period – 2015-2016

Contact for Support: Bldg. Tech Teachers (procedural issues)
Bldg. Secretaries (student list adjustments)

<p><u>Tuesday, Nov. 29th</u></p> <p>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">• <u>LAST DAY</u> to enter marks for Progress Reports
<p><u>Monday, Nov. 30th - Tuesday, Dec 1st</u></p> <p>Principals:</p> <ul style="list-style-type: none">• Enter comments in eSchoolPLUS for students (if desired)
<p><u>Wednesday, Dec 2nd - Thursday, Dec 3rd</u></p> <p>Bldg Secretaries:</p> <ul style="list-style-type: none">• Generate a PDF file (print progress reports) for all students and review for accuracy.• Print Progress Reports for students whose parents requested hardcopy.
<p><u>Friday, Dec. 4th</u></p> <p>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.

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

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

What's on the calendar:

November 16-20---CONFERENCE WEEK and BOOK FAIR----NO TOLLES THIS WEEK

November 17-Taste Test Tuesday

November 19-LATE NIGHT

November 20-ELL DATA TEAM for 1st and 3rd

November 23 --2nd grade play preview 10:30am

ELL DATA TEAM for 2nd and 4th

2nd grade play 7pm

~~November 24-TOLLES in CAFETERIA POTLUCK~~

November 25-27-No School-THANKSGIVING

December 1- TOLLES 6-8:30pm

December 2-Staff Meeting 7:45am

December 3- TOLLES 6-8:30pm

December 7-Data Team Leaders 7:45am

PTO 7pm

December 8- PAC 3:30pm

TOLLES 6-8:30pm

December 10-STAFF GROUP PICTURE 8:15am

TOLLES 6-8:30pm

~~December 11-TENTATIVE PTO sponsored --Parent Night Out 6:30-9:30pm~~

December 15- TOLLES 6-8:30pm

December 16-Staff Meeting 7:45am DATA TEAM

December 17-Lunch for Staff from PTO

TOLLES 6-8:30pm

December 18-Holiday Sing-a-Long 1:15pm

Class parties-2pm

December 21-January 1-NO SCHOOL