



Staff Update

October 9, 2015

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

Dance-a-Thon Schedule

9:10 - 9:55	4th Grade
9:55 - 10:40	2nd Grade
10:40 - 11:25	Kindergarten
11:30 - 12:45	Lunch break
12:50 - 1:35	5th Grade
1:35 - 2:20	3rd Grade
2:20 - 3:05	1st Grade

Children's Theater Schedule

The Children's Theater will preform 2 shows in the AM:

Rikki Tikki Tavi from **9-10am** in the gym for grades **3-5**

Rumplestiltskin from **10:15-11:15** in the gym for grades **K-2**

I highly recommend exposing your students to these stories prior to Oct. 15th!

PM Schedule for Children's Theater:

4th grade and 5th grade (5th grade will have recess 12:45-1:15)- 4 classrooms-**11:45-12:15**

****5th grade teachers will stay with classes from 11:45-12:15

***Rachel Cox or Mrs. Prati will cover 5th grade recess from 12:45-1:00

**4th grade teachers will one of you please cover outside recess duty from 1:00-1:15 for 4th grade

Lunch for Children's Theater-12:15-1:00

2nd grade and 3rd grade (combine rooms-Lairson/DeGennaro;Callif/Noland; Webb/Jump; Ells/Morris)-4 classrooms-**1:00-1:30**

1st grade-4 classrooms **1:40-2:10**

Kindergarten classrooms-3 classrooms-**2:20-2:50**

This is a link to the enrichment guide that the Columbus Children's Theater provides that is connected to the CCSS-

<http://www.columbuschildrenstheatre.org/study-guides-new.html>

Wellness Update

Did you know...there is **no deadline for beginning or continuing your wellness journey? You can jump in at anytime!**

Get started today by going to the [Wellness website](#) and then registering at the new HCSD **Extracon web portal**.

New Wellness Incentive System... keep your well-being front and center and earn a **\$25.00 Target gift card** while you do it! **Just pick one activity from each of the four categories** and you are on your way to earning your first gift card

- Be active
- Eat healthy
- Live in balance
- Take care of yourself

The fall wellness program runs from now to December 31, 2015, and is open to all HCSD employees, regardless of insurance coverage.

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)

Thursday, Oct. 29th:

Bldg Secretaries:

- Run Scheduling Synchronization
- Students requiring schedule adjustments need to have this rerun after change is made.

****Teachers Responsible for Grading:**

- Check Comp list in TAC for accuracy. Report any discrepancies to the office secretary.

Wednesday, Nov. 4th

Tech Dept:

- Open Teacher Access Center for mark entry (8:00 a.m.)

****Teachers Responsible for Grading:**

- Teachers may begin to enter marks and comments through Nov. 18, 2014

By Friday, Nov. 20th

****Teachers Responsible for Grading:**

- Generate Progress Reports as PDF file and review for accuracy (this may be done earlier)
- Make any changes necessary, report issues to bldg secretary

Tuesday, Nov. 29th

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

Monday, Nov. 30th - Tuesday, Dec 1st

Principals:

- Enter comments in eSchoolPLUS for students (if desired)

Wednesday, Dec 2nd - Thursday, Dec 3rd

Bldg Secretaries:

- Generate a PDF file (print progress reports) for all students and review for accuracy.
- Print Progress Reports for students whose parents requested hardcopy.

Friday, Dec. 4th

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 hardcopy Progress Reports to appropriate students.

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

Vision and Hearing Screenings Coming Soon

October 26 for Kindergarten and 1st grade.

Kidzmet Deadline-Oct. 15

All students in the district, K-12, are required to complete by ***Thursday, October 15***. Students can complete the survey using iPads, laptops, or desktops. If you have questions, or you think you'll need support in administering the survey, please let me know. :-)

Kidzmet Login Information for Students

Account ID= 9959

Student ID= Student ID#

Password= hboe

Staff Meeting Change

Dr. Marschhausen will be coming to JW to talk to us about the Culture Handbook. Therefore we will NOT have a staff meeting on Wednesday, November 4rd. Instead, we will have the staff meeting on Wednesday, October 28th at 7:45am.

Water

If you want to use our water cooler please pay \$30 to Anna or Karen.

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

What's on the calendar:

October 10-Cardboard Challenge 9-12 at Heritage Middle School

October 12-Data Team Leaders 7:45am

October 13- TOLLES 6-8:30pm

October 14-Dance-a-Thon ALL DAY

October 15-Columbus Children's Theater-ALL DAY

TOLLES 6-8:30pm

October 16-COI DAY

October 20- Walk-a-Thon Rain Date

TOLLES 6-8:30pm

October 21-Staff Meeting-7:45am DATA TEAM

Kindergarten PILOT RELEASE DAY ALL DAY

TOLLES ORIENTATIONS #2-6:00-8:30pm

October 22- TOLLES 6-8:30pm

October 24-Garage Sale