



## Staff Update

May 5, 2017

1. Put your family first.
2. Make the CHOICE to be ELITE
3. Feed the positive dog

### District Goals

1. Blended Learning –Assessment
2. Culture-R Factor and VBO
3. Personalization

### Stipend Positions Available

1. Becky and Gaye are stepping down from running the News Crew. If you are interested, please let me know. This is a stipend position.
2. Student Leaders

### Online School Supply Sale

Our PTO has organized an Online School Supply Sale! Please communicate the information to your families in as many ways as you can. Here is [the link](#). Orders due by June 10. Last Chance Orders will be accepted June 11-July 31 for an additional fee.

### iPad Step 1

Ok everyone! Jim sent out an email about how to "clean up" the iPads before they are returned for inventory. Even before that, however, the tech department would like everyone to confirm the iPads that they have, which I am calling Step 1. Please have this completed by **MAY 10TH**.

**In your mailbox sometime Wednesday, you should have a list of iPads with asset numbers.** Please go through the iPads in your room to make sure the asset numbers/barcodes match what your iPads say. Do not worry about the name or anything like that.

**Just look at one iPad barcode (the asset number) which is on the back of the iPad, make sure it's on the list, check it off, move on to the next one.**

If you have an iPad whose asset number is not on your list, add it. If you are missing one that is on your list, make a note that it is not there. You will most likely have to take the cover off the iPad to find the asset number if it is not a newer clear case.

Place completed papers in my mailbox by **MAY 10TH**.

You can even have the kids do it, especially 2-5th. Or, have each kid take an iPad and do "roll call" for each one. For K/1/2, if you would like Becky or I to help you, please let us know and we will gladly do so. (We'll help for 3-5 as well, but we figure you guys probably don't need us!)

If you have any questions, please let me know. Thank you so much for your help with this!!!

## **Buy one Get One Book Fair**

Here is the 2ND TENTATIVE Book Fair Schedule (with LOTS of CHANGES). Please let me know if you see a conflict or if I missed someone. Hopefully, this one will work better for all...but it's not official yet!

### **Monday (PREVIEW)**

9:00-9:30 VanVleet  
9:35-10:05 Geckeler  
10:10-10:40 Noland  
10:45-11:15 Decker  
11:15-11:40 Allen  
11:45-12:10 Webb  
1:00-1:30 Lough  
1:35-2:05 Ells/Stauffer  
2:05-2:35 Jones  
2:35-3:05 Weadock

### **Tuesday (PREVIEW)**

9:00-9:30 Zawisza  
9:30-10:00 Humm  
10:00-10:30 Ryan  
10:30-11:00 Jeckavitch  
11:00-11:30 Davell/Sullivan/Zorich  
11:30-12:00 Morris  
12:35-1:05 Jenkins  
1:05-1:35 Younkin  
1:35-2:05 Jump  
2:05-2:35 DeGennaro  
2:35-3:05 Callif

### **Wednesday and Thursday (BUYING \*Just send students who have money)**

9:00-10:00 Kindergarten  
10:00-11:00 1st + Younkin  
11:00-12:00 3rd

1:00-2:00 2nd + Lough  
2:00-3:00 5th + Jenkins

\*Friday is also a buying day, but we are only open until noon!

## DMA Deadline for 1<sup>st</sup> and 2<sup>nd</sup> grade is TODAY

### Class lists

We will be doing class lists a little differently this year. We will start the process on May 10<sup>th</sup> at our staff meeting.

### TCLP Grant-Planning Session

We were so happy about the positive reception and willingness to help regarding our incoming Arabic teacher next year! Now it's time to start planning! If you are interested in being on the planning committee to help transition our teacher to JW Reason, please plan to meet **next Thursday morning at 8am.**

We will discuss:

- \*airport welcome celebration
- \*picnic to introduce the teacher to the staff
- \*welcome gift basket
- \*signup genius for weekly activities

...among other things.

We look forward to seeing you there!

### Staff Retreat

**STAFF RETREAT**----It's confirmed our retreat will be:

**August 14<sup>th</sup>-Arrive by 9:15am-3:00PM.**

**Here is the address-** 1495 Morse Road

Please click on [this link](#) to RSVP by June 1<sup>st</sup>.

- **Escape An 80's Dance Party!**: Puzzle-seekers and their team will find themselves trapped in the 1980's and on the VIP list of the hottest dance party in town. The local breakdancing champion, DJ Dan, is hosting this legendary house party...in his mother's basement. With the biggest musical hits of the 1980's playing, you find yourself in the midst of a dance-off and suddenly stuck in time. Work together to solve all the challenges, riddles, and more before it's too late and your trapped in the 1980's forever!

- **[Da Vinci's Lost Meatball](#)**: Travel back in time to find the legendary lost meatball of the brilliant polymath Leonardo Da Vinci. Participants will have to grapple with secret passages and his mind-twisting network of pulleys and levers, but teamwork will help them through.
- **[Trapped in a Room with a Zombie](#)**: A zombie snarls in the corner, trying to break free from its chains. Together, trapped adventurers must untangle puzzles and gather clues hidden throughout the room to find the one key that grants them freedom. Every five minutes, the zombie's chains grow longer, and if participants come in contact with it, they must sit out for the rest of the performance and only communicate with their team members verbally

## Data Teams and Assessment Days

- **Data Team Dates---ALL AM except for 1<sup>st</sup> grade**
- **May 9-4<sup>th</sup> grade THIS IS A CHANGE!!**
- **May 10-5<sup>th</sup> grade THIS IS A CHANGE**
- May 11-3<sup>rd</sup> grade
- 
- May 16-2<sup>nd</sup> grade
- May 17-K AM and 1<sup>st</sup> PM
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## MORE BELOW

## Progress Report Timeline

<p><b>Friday, Apr. 28<sup>th</sup></b></p> <p><b>Bldg Secretaries:</b></p> <ul style="list-style-type: none"> <li>• Run Scheduling Synchronization</li> <li>• Student schedule changes must rerun after change is made</li> </ul> <p><b>**Teachers Responsible for Grading:</b></p> <ul style="list-style-type: none"> <li>• Check Comp list in TAC for accuracy. Report any discrepancies to the office secretary.</li> </ul>
<p><b>Tuesday, May 2<sup>nd</sup></b></p> <p><b>Tech Dept:</b></p> <ul style="list-style-type: none"> <li>• Open Teacher Access Center for mark entry (8:00 a.m.)</li> </ul> <p><b>**Teachers Responsible for Grading:</b></p> <ul style="list-style-type: none"> <li>• Teachers may begin to enter marks and comments through May 23, 2017</li> </ul>
<p><b>By Friday, May 19<sup>th</sup></b></p> <p><b>**Teachers Responsible for Grading:</b></p> <ul style="list-style-type: none"> <li>• Generate Progress Reports as PDF file and review for accuracy (this may be done earlier)</li> <li>• Make any changes necessary</li> </ul>
<p><b>Tuesday, May 23<sup>rd</sup></b></p> <p><b>Tech Dept:</b></p> <ul style="list-style-type: none"> <li>• Close Teacher Access Center for mark entry at 11:59 p.m.</li> </ul> <p><b>**Teachers Responsible for Grading:</b></p> <ul style="list-style-type: none"> <li>• <b>LAST DAY</b> to enter marks for Progress Reports</li> </ul>
<p><b>Wednesday, May 24<sup>th</sup> – Thurs. May 25<sup>th</sup></b></p> <p><b>Principals:</b></p> <ul style="list-style-type: none"> <li>• Enter comments in eSchoolPLUS for students (if desired)</li> </ul>
<p><b>Friday, May 26<sup>th</sup></b></p> <p><b>Bldg Secretaries:</b></p> <ul style="list-style-type: none"> <li>• Be sure that the Interval Total Calculation for attendance has been run.</li> <li>• Generate a PDF file (print progress reports) for all students and review for accuracy.</li> <li>• Print Progress Reports for students whose parents requested hardcopy.</li> </ul>
<p><b>Friday, May 26<sup>th</sup></b></p> <p><b>Tech Dept:</b></p> <ul style="list-style-type: none"> <li>• Send email alert to elementary parents indicating progress reports are available in Home Access</li> <li>• Progress Reports Posted in Home Access at 2pm.</li> </ul> <p><b>**Bldg Secretaries/Teachers:</b></p> <ul style="list-style-type: none"> <li>• Distribute hardcopy Progress Reports to appropriate students.</li> </ul>

## What's on the calendar:

May 9-4<sup>th</sup> grade data team AM  
 Arts Night K-2 4:30-6:30  
 May 10-5<sup>th</sup> data team AM  
 May 11-3<sup>rd</sup> grade data team AM  
 Arts Night 3-5 4:30-6:30  
 May 16-2<sup>nd</sup> grade data team AM  
 May 17-K data team AM  
 1<sup>st</sup> data team PM  
 iPad Collection  
 May 19-Field Day  
 May 24-5<sup>th</sup> Grade Get Air trip

May 25-5<sup>th</sup> Grade Recognition

May 26-Last Day