

# STAFF ANNOUNCEMENTS

Joy Elementary School



## January 23 through January 27, 2012

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1. Thank you to Carol L. for donating all of the wonderful tea bags! We are running low on coffee if anyone would like to donate some. Thank you in advance.
2. Thank you to Meg for moving the leveled readers in the Book Room off of the Copying Room!
3. Thank you to Renee, Cathy, Beth, Joanne, Jan, Mandi, and everyone who helped to make this year's Spelling Bee a success!
4. Grade cards will be going home with students on Friday, January 27, 2012. Administration is requesting that all elementary grades be entered in to RDS by 8:00 am on Wednesday, January 25, 2012. On Wednesday, January 25th, Bev will print out grade cards and stuff them in the report card envelopes for you. She will have them in your mailbox on Thursday. Please give Bev your class's report card envelopes as soon as possible.
5. Our school's new website goes live on Tuesday, January 24, 2012.
6. Substitute coverage for mCLASS for Kindergarten in on Tuesday, January 24, 2012.
7. Thursday, January 26, 2012 is Twins/Triplets Day! Who will be your twin?
8. If the copier breaks down or gets jammed, please let Bev know. Do not try to fix it yourself. Please let Bev fix any jams or problems with the copiers. I am hoping that having one individual fixing the machine will help to keep the machines running longer without problems. Besides, both copiers like Bev. :)
9. 3rd Grade Teachers—Please remember to have all of your students take the SRI by Friday, February 10, 2012
10. Remember to wear your ID badge when students are in the building.
11. The next JSA Meeting is this Tuesday, February 7, 2012 at 6:00 pm in the library.
12. Check the School Calendar for information on upcoming activities. If you do not have access to the calendar through your Zimbra account, please let me know.
13. PM Supervision for:

January 23-February 3, 2012

Horseshoe Parking Lot/Door C – Sloane

Carroll Street Lot (In front of playground/Challenge Ed.) – Oberholtzer/Hopper

4th Grade Doors - Huber

Front/Center Area – Schultz, Fountain

Horseshoe Parking Lot – **Dabagia, Drake, and Schreeg**

14. Professional Learning Communities/Staff Meeting Agendas

A. Wednesday, January 25, 2012

1. Teachers will learn how to create their new websites. This session will be held in the LGI Room. A technician will be walking us through the process of

"I challenge you to make your life like a masterpiece. I challenge you to join the ranks of those people who live what they teach, who walk their talk." -*Anthony Robbins*