

WEEKLY ANNOUNCEMENTS AND REMINDERS

Joy Elementary

Michigan City Area Schools



September 24 through 28, 2012

1. Have a terrific week!
2. Teacher PM Supervision—Door C Outside—**Magnuson**; Carroll Street Lot (In front of playground/Challenge Ed.) – **Falbo**; 4th Grade Doors Outside - **Radke**; Main Entrance Outside—**Sloane**; 5th Grade Doors Outside—**Crosby**; Horseshoe Parking Lot – **Dabagia, Schreeg, and Stepp**
3. Evening Cleaning Schedule—Monday—A; Tuesday—B; Wednesday—A; Thursday—B; Friday—A (Primary classrooms, GT, Room 101, 110, and 111, and the Counselor and Speech Offices are cleaned on Night **A**; Intermediate classrooms, Art, Library, and Rooms 125-126 are cleaned on Night **B**; Please remember that on days when your classroom is not being cleaned to place your trash can outside the door at the end of the day. If there is a stain that needs cleaned, please place a not on your door for our custodian to see.)
4. This Week's PLC—Please refer to the reddish pink cardstock sheet for a copy of this week's activities. More information will be coming to you soon.
5. Instructional Assistants Coverage Schedule—(For September 17-28) Diane and Brandi will provide lunchroom supervision; Dana, Mary Ann, and Marita will provide recess supervision
6. Recycling—Starting this week, we have a procedure in place for recycling. Two or three large trash cans will be placed each day in the back hallway by the Mechanical Room before school starts. During the day, if your recycling bin fills up, have one or two responsible students carry it to the back hallway. They will empty your recycling bin into one of these trash cans. After school is out, a custodian will then empty the recycling into the yellow recycling dumpster. On Monday, I recommend you model this process for your students so they understand. If you have any questions about this information, please let me know.
7. Teachers—If you notify Bev that you are going to be out a week in advance, please fill out a 101 Form and give it to Bev. If you give her your 101 Form a week before you will be out, she will schedule a substitute for you. If you are going to be out and you notify Bev with less than a week's notice, you will need to call the sub service for a sub at [872-1049](tel:872-1049). You still need to let Bev know. Teachers also need to fill out a 208 Form the day they return from being absent.
8. MCAS Communicators—Each month, Betsy Kohn emails out a district newsletter called the MCAS Communicator to all district personnel. A copy of this newsletter is posted in a black binder in the Staff Lounge for you to read at your leisure.
9. The mCLASS Math assessment window is from 9-12-12 through 10-11-12.
10. Students not in Read 180 may take the SRI from 8-22-12 through 9-23-12.
11. The Acuity Predictive A assessment window is from 9-24-12 through 10-5-12. Teachers in grades 3-5 will need to work with Steve to set up a time to take the assessments.
12. Teachers—Here are some upcoming professional development opportunities offered by the Northern Indiana Educational Service Center which MCAS is a part of:
 - A. Connecting the DOTS: Understanding Common Core Standards Math: Grades 3-5 October 2012 <http://events.niesc.k12.in.us/?info=109> This is a new event with time spent on Implementing the Transition Document for this school year provided by IDOE
 - B. Vocabulary Awareness Math Practices Scoring Student Work from ISTEP+ GPS Workshop: Generating Productive Student Engagement for Grades K-5 October 11, 2012 <http://events.niesc.k12.in.us/?info=112>
 - C. RISE Teacher Evaluation for Special Education Teachers October 16, 2012 <http://events.niesc.k12.in.us/?info=111>
 - D. No Bullying Now: Bullying Prevention for Schools K-8 October 22, 2012 <http://events.niesc.k12.in.us/?info=108>

Never take counsel of your fears. –Stonewall Jackson