

HAWK HAPPENINGS

Tammy M. Richards, Principal
Debra H. Benner, Assistant Principal
<http://www.carrollk12.org/rue/>

Runnymede Elementary January 2012

The mission of Runnymede Elementary School is to provide the foundation for life-long learning of its students, parents, and staff in a supportive environment, which cultivates respect for oneself and others.

Dear Runnymede Families:

It's hard to believe that we've come to the end of another year. As 2012 begins, make a resolution to continue to be involved with your child's education. Start the New Year on the right foot:

- * Support your child during homework time. Set a regular time for homework.
- * Check to make sure homework is finished and ready to go back to school.
- * Schedule regular trips to the library.
- * Take part in at least one school activity each month.
- * Help your child with long-term assignments.
- * Volunteer to help in your child's classroom.
- * Communicate with the school about any issues or concerns.
- * Set aside a regular time each day to read to and with your child.

Wishing you a happy, restful, and safe holiday with your family.

Sincerely,

Tammy M Richards
Debra H Benner



School Calendar

January - February 2012

Jan 3	School Re-opens
Jan 3-31	Pre-K/K- Math Benchmark Window
Jan 5	PTO Fundraiser- Buffalo Wild Wings
Jan 6	Spirit Day!
Jan 9	Market Day Pick up- 7-8 pm- cafe
Jan 10	Student Banking
Jan 10	Art Show Reception-6-8 pm at Taneytown Library- raindate - Jan 12
Jan 13	PTO Movie Night-7 pm in the café- doors open at 6:30 pm
Jan 16	Schools/Offices Closed - Martin Luther King, Jr. Day
Jan 17-	PTO Gianni's Pizza Fundraiser
Feb 1	
Jan 18	PTO Meeting-7:00 pm- Media Center
Jan 19	Northwest Regional Showcase at FSK- 5:30-8:30 pm- raindate - Jan 25
Jan 23-26	Vision and Hearing Screening
Jan 23-31	January Benchmarks Grades 1-5
Jan 24	Student Banking
Jan 26	Marking Period Ends
Jan 27	School Closed for Students
Jan 30	Quarter 3 begins
Feb 1	Report Cards sent home
Feb 3	Spirit Day!
Feb 3	PTO Bingo Night- 7pm in the café- doors open at 6:30 pm
Feb 6-10	National School Counseling Week
Feb 6	Market Day pick-up- 7-8 pm- cafe
Feb 10	Early Dismissal (1:00)-No Pre-K
Feb 14	Student Banking
Feb 16	PTO Fundraiser- Chick-Fil-A
Feb 17	Vision and Hearing Rescreening
Feb 20	Schools/Offices Closed - Presidents Day
Feb 21	Schools Closed For Students- Professional Day for Teachers
Feb 22	Instructional Assistant's Day
Feb 22	PTO Meeting- 7:00 pm- Media Center
Feb 28	Student Banking

Welcome New Student!

<u>First Grade</u>	<u>Second Grade</u>
Gabriel Blakeney	Carr Baker
Joy Baker	Adam Banawan
Amer Banawan	
	<u>Fourth Grade</u>
<u>Third Grade</u>	Mischell Blakeney
Jay Granger	
Mackenzie Defibaugh	<u>Fifth Grade</u>
Angel Graybeal	Ty-Teeyana Luby
Jaime Baker	Davielle Blakeney
	Katlin Powell
	Garrett Baker



Volunteers

Per CCPS volunteer guidelines, if you volunteer in a Runnymede Elementary Classroom, please remember not to bring small children with you. Small children can be distracting in the classroom. Also, our workroom has various types of equipment which can be unsafe for small children. We appreciate all of your hard work and hope you understand that safety is our number one priority.



Visitor/Volunteer Badges

HELP! If you have accidentally taken a Visitor and/or Volunteer badge out of the building, kindly return it to school ASAP. Our supply of these important badges is getting very low, and they are costly to replace. We appreciate your attention to this.

Changes in Dismissal

Please remember that any changes in dismissal for students **MUST BE** made in writing, signed by a parent/guardian, and brought to the attention of the office.



Emergency Card Updates

Now that you have turned in your child's emergency card, please remember that every time you change your cell phone number, or change your work number, or if you would like to add another person to the emergency contact/pick up list, you need to let us know as soon as possible. The emergency card is only as good as the current numbers listed. Just send in a note stating the changes, sign the bottom, and we'll take care of the rest!

*** Please note:** The emergency contacts are used by the school in the event we can not reach the parent or guardian in an emergency situation. If you would like for an emergency contact to be able to pick your child up from school in a non-emergency situation we will need a note stating this.

Presidential Academic Fitness Award Criteria 2011-12

All elementary principals will use the following criteria for the 2011-12 school year:

- Grade 4 MSA ADVANCED in either reading or math
- Math Benchmarks - 90% on each subtest (not average) on January and spring **grade 4** and January **grade 5**
- Grade Point Average - 3.5 G.P.A. (Language Arts, Mathematics, Science, Social Studies) for **all of grade 4** and the first two marking periods in **grade 5**

We Need Your Help!

Due to the number of children that have needed clothing from the nurse our supply is running very low. If you have any gently used sweatpants that your child no longer needs, please consider donating them to the school nurse. Also, while you are out shopping this holiday season consider purchasing a package of underpants, we are in need of a variety of sizes.



Late Openings/Early Dismissals
2011-2012
Inclement Weather Procedures

Listen to the radio, tune in the TV for local stations, check cable channel 21.

Please do not call the school.

School opens 1 hour late:

- ❖ All students in Grades K-5 will start at 10:15 am and dismiss at the regular time.
- ❖ All AM Pre-K Programs are cancelled.
- ❖ PM Pre-K Programs will run on their regular schedule.

School opens 2 hours late: No breakfast is served

- ❖ All students in Grades K-5 will start at 11:15 am and dismiss at their regular time.
- ❖ All AM Pre-K Programs are cancelled.
- ❖ PM Pre-K Programs will run on their regular schedule.

School closes 1 hour early:

- ❖ AM Pre-K Programs will run on their regular schedule.
- ❖ All students in Grades K-5 will be dismissed one hour early (2:45 pm).
- ❖ All PM Pre-K Programs are cancelled.

School closes 2 hours early:

- ❖ All AM Pre-K Programs will dismiss at 11:00 am.
- ❖ All students in Grades K-5 will be dismissed two hours early (1:45)
- ❖ PM Pre-K Programs will be cancelled.

School closes 3 hours early:

- ❖ All AM Pre-K Programs will dismiss at 10:00 am.
- ❖ All students in Grades K-5 will be dismissed three hours early (12:45 pm).
- ❖ PM Pre-K will be cancelled.

Please make your child aware of the procedures he/she will follow should there be an early dismissal due to weather conditions. **There must be a plan for your child's return from school.**

Procedures for Closing Schools
for Late Openings on Two-hour
and Forty-five Minute Early
Dismissal Days

System-wide Two-hour and Forty-five Minute Early Dismissals

If weather or another condition warrants a late opening on a day when a system-wide early dismissal for students is scheduled, Mr. Guthrie will close schools rather than bring students in on a delayed schedule and send them home on an early dismissal.

Elementary Students Two-hour and Forty-five Minute Early Dismissals

If weather, or another condition, warrants a late opening on days when an early dismissal is scheduled for elementary students, Mr. Guthrie will close schools **for elementary students only** rather than bring students in on a delayed schedule and send them home on an early dismissal. **Middle and High Schools will be open and operate on the announced delayed opening schedule.**



2011-2012 School Calendar
Early Dismissal Dates

Please take notice of the early dismissals, which are built into this year's calendar. The following dates are scheduled to have **2 hour and 45 minute early dismissal (1:00 pm):**

February 10	Elementary Students Only
March 5	System-Wide
May 11	Elementary Students Only
June 14	System-Wide

There will be no Pre-K on these dates.

CARROLL COUNTY PUBLIC SCHOOLS
OUT-OF-DISTRICT REQUESTS FOR
THE 2012 - 2013 SCHOOL YEAR

Board policy states that students who attend Carroll County Public Schools shall attend school in their designated attendance area. However, in very specific and limited circumstances, students may be placed in a school outside their attendance area if an approvable circumstance is deemed to exist.

Parents/legal guardians desiring an out-of-district placement for their child should carefully review the list of approvable circumstances listed on the back of the out-of-district application to determine whether the child meets the criteria for approval. Please review the out-of-district regulations in the Student Services manual for updates. The information can be found in Section I of the Student Services manual at www.carrollk12.org. The Carroll County Public Schools' out-of-district policy and regulation will be strictly adhered to in making decisions regarding admission of students to schools outside of their assigned attendance area.

It is the parent/legal guardian's responsibility to obtain an out-of-district application from the school office or the Student Services Department. These applications will be available as of December 5, 2011. Completed out-of-district applications **may not** be returned to the school office.

The deadline for out-of-district applications for the 2012-2013 school year is **February 1, 2012**. Completed applications must be **postmarked or personally delivered** by the deadline date to:

Carroll County Public Schools
Student Services Department
125 North Court Street
Westminster, Maryland 21157

Applications postmarked/received after the deadline date of **February 1, 2012** will be returned to the sender without consideration.

QUESTIONS REGARDING OUT-OF-DISTRICT ISSUES MAY BE DIRECTED TO THE SCHOOL'S PUPIL PERSONNEL WORKER, ROYCE FRIEDLANDER AT 410-751-3110.



From the Health Room
Mrs. Mayne

When to Keep your Child Home: Should your child become sick, we ask that you keep them home, as we do not want to spread germs to other students. If you are unsure whether you should keep your child home, you can call the school nurse (Mrs. Mayne). Listed below are some guidelines which can help you decide if you should keep your child home.

Fever: Carroll County Public Schools Policy, as recommended by the Center for Disease Control, states that children with fevers of 100 degrees or more cannot return to school until they are fever free for 24 hours without the use of a fever reducer (Motrin or Tylenol).

Lice: If your child has head lice, they are not to return to school until they have been treated. They need to be driven to school and checked by the nurse before returning to class to make sure there are no live lice (proof of treatment is required such as empty box/bottle).

Diarrhea or Vomiting: This is uncomfortable, and being near a bathroom becomes a top priority. Please allow your child 24 hours to recover before sending them back to school.

Cold symptoms: A simple cold should not be a reason to miss school, however, if they develop a fever, bad cough, difficulty breathing or dehydration they should be kept home until a doctor says it is ok to return.

Ear infections, pink eye, strep throat, etc: Student's with contagious conditions should be kept home until on antibiotics 24 hours or has written permission by a physician to return to school.

Clothing: A number of parents have needed to be called to provide additional clothing for their children who have had torn clothing, large food/drink spills or bathroom accidents. Please send a weather appropriate change of clothing for your child to keep in their locker so we will not have to call you at work. Even older children occasionally have the need to change their clothing, and the clothing supply at school is

minimal and will not accommodate an older / larger child.

Medications: If your child will need medication during the school day, please remember that medications may not be transported to and from school by students. Please bring the medication to school in the original container and with a Carroll County Public School Medication Order Form filled out by the doctor and signed by both the doctor and parent. This form can be downloaded from our website or if you call the school, I will be happy to send one home with your child. Medication in baggies will not be accepted! The following items are **not** considered medications and can be carried/used by students without a Medication Order Form: Chapstick/lip balm, non-medicated cough drops, waterless hand cleanser, saline eye drops or nose spray, hand creams/lotions, sunscreen, Skin-so-soft. We ask that you send a note for their teacher to be aware.

If you have concerns about your child, please call the school nurse for information.



EXCUSED/UNEXCUSED ABSENCES

Upon arrival back to school following an absence, **your child must bring a written note stating the reason for his/her absence.** This note must be signed by the child's parent/guardian and received within five (5) days of the absence. Failure to submit a signed absence note within the five (5) days will result in your child's absence being coded as unexcused/unlawful.

LAWFUL ABSENCES INCLUDE:

1. **Death in the family** - The immediate family shall include parent, siblings, grandparents, a person who is the primary care provider or anyone who lives regularly in the home. The principal will determine if the absence is lawful on a case-by-case basis.
2. **Illness of the student** - The principal shall require a physician's certificate from the parent/guardian of a student who is reported continuously absent for illness more than 3 days.
3. **Violent Storms** - Violent storms shall be interpreted to mean only those conditions of the weather, which would endanger the health, and safety of the student when in transit to or from school. Students are expected to attend school whenever school is in session, including late-arrival days.
4. **Work or activity approved** or sponsored by the school, the local school system or the State Department of Education, accepted by the local superintendent of schools or the school principal, or his designees as reason for excusing the students.
5. **State of Emergency**
6. **Other Emergency or set of circumstances** which in the judgment of the superintendent or designee (principal) constitutes a good and sufficient cause for absence from school. This includes family vacations only when a letter is submitted to the school principal for approval prior to the vacation. Family vacations during the school days are strongly discouraged due to the impact they may have on school performance and grades earned.
7. **Suspension**
8. **Lack of authorized transportation** - This shall not include students denied authorized transportation for disciplinary reasons.

An absence for any reason other than those cited as lawful is presumed to be unlawful. Absences are also unlawful if a written note is not received upon returning to school. Unlawful absences may require a school conference.

PTO Highlights

**Michele Patterson
PTO President**

The PTO would like to wish everyone a Happy New Year!

The Country Kitchen restaurant fundraiser was a HUGE success. Everyone had a great time! The PTO raised \$200.00 that evening; this was our highest restaurant fundraiser, so far. We would like to thank everyone who came out and supported the event. We would also like to say a special THANK YOU to Sam and Eleni Leppo, the owners of Country Kitchen. Thank you for all of your support and generosity.

Our next Market Day pick up will be on Monday, January 9th.

On Friday, January 13th, the PTO will be sponsoring a free movie night. Additional information will be sent home in your students take home folder. RSVP's will be required because of limited seating.

We are still in need of pictures for the year. If you have taken any pictures so far, that you would like to submit please save them to a disk and send them into school. We are looking for pictures of children, on class trips, in the classroom or at school social events. We would like some from each grade. Our space is limited but we will try our best to get as many on a page as possible. Our deadline for accepting pictures is March 1, 2012.

Start collecting those Box Tops and Labels for Education, a school wide contest will be starting in 2012. More information will follow. If we raise enough money, it would allow us to cut back on our fundraisers.

Also, starting in January we will be collecting Capri Sun juice packets in the cafeteria. We have the opportunity to earn 2 cents on each packet.

If you are aware of any other companies offering special programs for schools please let us know.

Thank you for your support!

Important dates to remember

Buffalo Wild Wings Fundraiser - January 5th

Market Day pick-up - January 9th @ 7:00 pm

Movie Night - January 13th @ 7:00 pm

Gianni's Pizza Fundraiser - Jan 17th - Feb 1st

General PTO Meeting - January 18th @ 7:00 pm

Bingo - February 3rd @ 7:00 pm

Market Day pick-up - February 6th @ 7:00 pm

Chick-Fil-A Fundraiser - February 16th

PTO Meeting - February 22nd @ 7:00 pm

Cafeteria News

Mrs. Farkas

We serve breakfast daily

Parents, on those busy mornings when things aren't coming together for you as they should, send them to us to feed. Check out the back of our lunch menu for our daily breakfast menu. Breakfasts are \$1.25, reduced is .30¢ and Children eligible for free meals, are entitled to a free breakfast as well. When school is delayed 2 hours do to bad weather we do not serve breakfast on those days.

Pre paying for Meals

As a convenience to our Parents, you may purchase meals direct from the Cafeteria either daily or in advance. Advance meal purchases are most helpful to avoid the lost and forgotten money, and they help to speed up our lunch lines too! We accept cash or personal checks. For advance meals please make the check amount for an exact number of meals you wish to purchase, as it is sometimes difficult to return change to the students, (example: 20 meals x \$2.00 = \$40.00). Meals may be purchased in increments of 5 but no more than 30 at a time. Parents, it's important to remember and understand that when you send money into the cafeteria that you are actually **purchasing meals** and **not sending money into an account**, for the student to use as needed. Please indicate on your check or in a note, if you are purchasing advance Breakfast or Lunches, due to the difference in price. Reduced meals may be purchased in advance as well. Meals once purchased are **non-refundable** and cannot be switched to a different type of meal (example: Lunch credits cannot be used for Breakfast or snack). Please give me a call if you have questions, I will be happy to help!

NATIONAL READING MONTH

January is **National Reading Month**. At the early childhood and elementary level, we often speak of reading in two simple but distinct categories. In Pre-K through 2nd grade, students are learning to read, which includes concepts of print, phonemic awareness, phonics, and fluency. In grades 3 - 5, students transition to reading to learn and developing an understanding through reading.



There are five distinct areas to quality reading instruction. They are:

Phonemic Awareness: the ability to notice, think about, and work with individual sounds in spoken words. Before children learn to read print, they need to become aware of how the sounds in words work. They understand that words are made up of speech sounds, or phonemes.

Phonics: the relationships between the letter (graphemes) of written language and the individual sounds (phonemes) of spoken language. It teaches children to use these relationships to read and write words.

Fluency: the ability to read a text accurately and quickly. When fluent readers read, they can recognize the words automatically. Fluent readers can read effortlessly and with expression. Their reading sounds natural as if speaking.

Vocabulary: words we must know to communicate effectively. Oral vocabulary refers to words we use in speaking or we recognize in listening. Reading vocabulary refers to words we recognize or use in print.

Text Comprehension: This is the reason for reading. If readers can read the words but do not **understand** what they are reading, they are not really reading.

No Child Left Behind Update for Parents

Sweeping federal legislation for education entitled "No Child Left Behind" is now in effect across the country. Part of this new legislation requires that all school systems increase the

number of highly qualified teachers employed by each school district.

This new legislation also increases a parent's right to know certification information about teachers. If you would like certification information regarding your child's teacher, please write to:

Director of Human Resources
Carroll County Public Schools
125 North Court St.
Westminster, MD 21157



CARROLL COUNTY PUBLIC SCHOOLS ADA ACCESSIBILITY STATEMENT

The Board of Education of Carroll County does not discriminate on the basis of disability in employment or provision of services, programs or activities. Persons needing auxiliary aids and services for communications should contact the Office of Community and Media Relations at 410-751-3020 or publicinfo@carrollk12.org, or write to Carroll County Public Schools, 125 North Court Street, Westminster, Maryland 21157. Persons who are deaf, hard of hearing, or have a speech disability, use Relay or 7-1-1. Please contact the school system at least one (1) week advance of the date the special accommodation is needed.

Information concerning the Americans with Disabilities Act is available from the Director of Facilities or the Supervisor of Community and Media Relations. Raymond Prokop, Director of Facilities, 125 North Court Street, Westminster, MD 21157, (410)751-3177, Carey Gaddis, Supervisor of Community and Media Relations, 125 North Court Street, Westminster, Maryland 21157, (410)751-3020.

Notice of Non-Discrimination

The Carroll County Public Schools (CCPS) is firmly committed to creating equal employment and educational opportunities for all persons with regard to its employment practices and in the provisions of services, programs, and activities.

The CCPS does not discriminate on the basis of age, color, genetic information, marital status, mental or physical disability, ancestry or national origin, race, religion, sex, or sexual orientation. The CCPS provides non-discriminatory access to school facilities in accordance with its policies and regulations regarding the community use of schools (including, but not limited to, the Boy Scouts).

The following person has been designated to handle inquiries regarding the non-discrimination policies: Gregory J. Bricca, Director of Research and Accountability, 125 North Court Street, Westminster, Maryland 21157, (410)751-3068.

ASSESSMENTS

As you may know, **January is the month of CCPS Benchmark Assessments.** Teachers will be working with students on Reading, Writing and Math assessments. The assessments are designed to give us an idea of how well our students have met the expectations of the curriculum, a sort of yardstick on their progress.

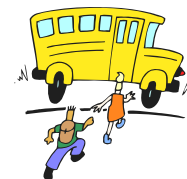
Teachers have been administering reading assessments. The tests are administered to individual students from a set of leveled texts that range from Level 1 (easiest) to Level 30. Each child is given a selection to read and then the teacher asks comprehension questions. If the child answers the questions accurately, the teacher then has the child read aloud to check for reading accuracy and fluency. Based on the student's performance, the teacher may have to move up or down reading levels to find the child's reading instruction level. In addition to the reading

instruction level, the assessment checks the student's ability to read for meaning, and integrate meaning with visual and structural clues.

The assessment also gives us a check on the student's rate of learning and level of independence in reading. The assessment score may be higher or lower than the actual materials your child's teacher is using in the classroom because performance on an assessment can vary greatly from the actual classroom instruction where students are expected to write in response to what they have read. If you have questions or concerns about your child's Reading Assessment score, please contact your child's teacher.

In addition to Reading, students will be assessed in **Writing** using a prompt that has been developed by teachers at Runnymede. Each grade level has a writing task where students are asked to plan, organize, draft and publish a piece of writing. The student's writing is then compared to a scoring guide that checks various elements of writing such as whether a child has a good topic sentence, sticks to the topic, uses proper spelling, punctuation, capitalization, etc.

Finally, students will be assessed in Math using the Carroll County **Math Benchmark Assessment.** Each grade level has two assessments, one given in January and the other in May, that measure how well your child performs compared to that grade levels' expectations.



Check for Traffic

The school bus is the safest of all forms of transportation. The design of a school bus affords the children on board more protection than any vehicle on the road. The school bus driver is a highly trained professional whose primary concern is the safety of the precious

cargo on board the bus. The additional safety equipment on the outside of the bus (the crossing arm, the stop arms, the flashing yellow and red lights, and the strobe light,) serves to notify the motoring public a school bus is in the process of loading or unloading students. Even with the safety equipment on the outside of the bus, students loading or unloading the bus are more susceptible to injury by inattentive motorists, than they are while actually riding the bus. Reinforcing school bus safety rules with children can significantly reduce the potential for injury during the loading and unloading process.

Parents, to reduce the potential for injury to your children while waiting at the bus stop and getting on or off of the bus, please reinforce the following rules.

- ❖ Arrive at the bus stop at least five minutes prior to the scheduled pickup time.
- ❖ Wait at the bus stop in an orderly manner a safe distance away from traffic.
- ❖ Line up in an orderly manner; do not push or shove another student. Students should be waiting and ready to board the bus when the bus arrives.
- ❖ When the bus has arrived and has come to a complete stop with the red school lights flashing, students should look **Left, Right, and Left again** to ensure that all traffic has stopped, prior to crossing the roadway in front of the bus.
- ❖ Once on board the bus, students should promptly sit in their assigned seats.

Volunteer Training Sessions

Level II Volunteers (*classroom helpers, chaperones, mentors, etc.*) are required to attend an annual training session at least seven (7) school days prior to volunteering.

Allow adequate time so you can arrive at the training location in a timely manner. The training session will begin promptly at the scheduled time, and those arriving after the starting time may be asked to attend another session.

Please feel free to attend the training that best fits your schedule. The next sessions will be:

Jan 9	Manchester Elementary	6:00 pm
Jan 10	West Middle	6:30 pm
Jan 11	Cranberry Station Elem	6:30 pm
Jan 11	New Windsor Middle	6:30 pm
Jan 12	Friendship Valley Elem	5:45 pm
Jan 12	Oklahoma Road Middle	6:00 pm
Jan 18	Manchester Valley High	3:00 pm
Jan 18	Sandymount Elementary	6:30 pm
Feb 1	Winfield Elementary	6:30 pm
Feb 6	William Winchester Elem	9:30 am
Feb 6	Manchester Elementary	6:00 pm
Feb 8	Piney Ridge Elementary	6:30 pm
Feb 9	Mechanicsville Elem	9:00 am
Feb 9	Oklahoma Road Middle	9:00 am
Feb 9	Carrolltowne Elementary	7:00 pm

Inclement weather may cause the cancellation of a scheduled training session. Please reference the school system's Inclement Weather Policy, located on Page 24 in the 2011-2012 CCPS Informational Calendar, for specifics.

Soaring Toward A Bright Tomorrow





Happy New Year

to all of our

families and friends

at

Runnymede Elementary

