



THE BEAR ESSENTIALS

TANEYTOWN ELEMENTARY SCHOOL



Rose Mattavi, Principal
Becky DuPree, Assistant Principal

100 Kings Drive
Taneytown, MD 21787

Phone: 410-751-3260
Fax: 410-751-3532

School Hours:

8:20 School Doors Open to Students
8:45 Instructional Day Begins
3:15 End of School Day/Dismissal
9:45-12:15 AM PreK
1:15-3:45 PM PreK

August/September 2011
WELCOME BACK!

Internet Address:
www.carrollk12.org/tes

Attendance Address:
TESattendance@carrollk12.org

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TES Mission

The mission of Taneytown Elementary School is to insure maximum student achievement for every student by providing:

- Quality Instruction
- A safe and nurturing environment for learning
- A strong school/parent/community partnership

TES Vision

As the students, staff members and parents, we are building a community of learners so every student will be an independent thinker, and a proficient reader, writer and problem solver.

We are anxiously counting down the days until students return for another great school year at TES! The building is sparkling thanks to the hard work of our outstanding custodial team and ready for the hustle bustle of students and staff.

The 2010-2011 school year was a time of great growth for many students. Our teachers and students worked diligently and their dedication and love for learning showed in this year's MSA results. Please log onto <http://mdreportcard.org/> to view the results from the Maryland State Assessment which all third, fourth and fifth grade students participated in. We recognize this is a total school effort and is the result of every teacher, Pre-Kindergarten through Grade 5, working to meet the needs of every single student.

We are excited to share that TES has received a wonderful benefit in the Maryland Meals for Achievement (MMFA) Grant. This grant will allow EVERY student to receive a FREE breakfast in his/her classroom every morning. We all know the importance of a healthy breakfast and how it supports student achievement. This program will allow students to enjoy a nutritious breakfast during homeroom as part of their daily routine in preparing for learning.

The teacher listed on the label of this newsletter designates the homeroom your child will report to each morning. However, students may receive instruction from additional teachers based on student needs and the structure of their given grade level team. More information will be distributed from your child's teacher and at Back To School Night on September 6th.

Enjoy the rest of your summer!

“Just the Facts” Refrigerator Page

CALENDAR

August

- 25 **NEW** Family Orientation 2:00-2:30 (intended for all newly enrolled families in Grades 1 through 5) (**Kindergarten families see below)
- 25 Open House – **Grades 1-5** 2:30-3:30
- 25 Volunteer Training 3:30-4:00
- 25 ****KINDERGARTEN** Back to School Orientation 5:00-7:30 (intended for **ALL** Kindergarten parents)
- 30 Schools Open – Welcome Back Students!

September

- 5 Schools/Offices Closed – Labor Day
- 6 First day for PreKindergarten Students
- 6 Back to School Night (Grades 1-5) 5:30-7:30
- 29 Schools/Offices Closed – Rosh Hashanah

October

- 3 2 Hour & 45 Minute Early Dismissal
- 21 Schools Closed for Students–Professional Mtg. Day

Please mark your home calendar now with the following 2 hour & 45 minute early dismissal dates: October 3, November 3, November 14, December 9, December 23, February 10, March 5, May 11 & June 14.

School Bus Route Listings will be published in the Carroll County Times on Tuesday, August 23rd. They will also be posted on the CCPS Website on August 12th.



What’s For Lunch?



- August 30th – Hamburger on Roll
 - August 31st – Chicken Nuggets
 - September 1st – Soft or Hard Shell Taco
 - September 2nd – Pizza
- All lunches are served with milk, vegetable & fruit.

Lunch Prices

- Breakfast: **Free for all students**
- Lunch: \$2.00 Regular Price
\$.40 Reduced Meal Price
- Milk: \$.50
- Ice Cream: \$.75

Lunch Schedule

- Kindergarten 11:30-12:00
- Grade 1 12:15-12:45
- Grade 2 12:00-12:30
- Grade 3 12:40-1:10
- Grade 4 12:55-1:25
- Grade 5 11:20-11:50

Volunteer Training

The Carroll County Public School Volunteer Program utilizes the skills of Level I and Level II Volunteers. **Level I Volunteers** (guest readers, business representatives) must annually register at the school site before volunteering. **Level II Volunteers** (classroom helpers, chaperones, mentors, etc.) are required to attend an annual training session at least seven days prior to volunteering. School days are defined as days when schools are open for students. **Be aware that your current training is only valid until September 30th.** You are encouraged to attend a training session as soon as possible. To make things convenient for you, we’ve scheduled trainings at TES and there are also training sessions scheduled for schools in the Northwest Region that you are welcome to attend.

We encourage you to attend the Volunteer Session scheduled at TES on August 25th.

Future training dates will be posted on the CCPS website beginning the week of August 8th and in our monthly newsletters.

★★★IMPORTANT INFORMATION★★★

Who Can Pick My Child Up From School?

It is a common misconception that the emergency contacts listed on your emergency card can remove your child from school without your written permission. **Only a parent or legal guardian can remove a child from school.** The emergency contact names are listed for the schools purpose in the event of an emergency when the parent/guardian is unable to be reached. You are required to write a note if you wish to have your child removed from school by anyone other than yourself. Please include the child’s full name/grade/teacher/date/time and the full name of the person picking up the child. Also, remind them that they are required to provide identification.

Signing Your Child In/Out of School

The student school day is 8:45 a.m. - 3:15 p.m. Students are expected to be in their seats by 8:45. Students arriving after 8:45 will be considered tardy. If the student arrives after 8:45, a parent/guardian is required to bring the student into the office to sign the student in. Dismissal time for students is 3:15. Students who are dismissed anytime prior to 3:15 will be considered leaving early, which counts as a tardy.

We understand the necessity of doctor/dental appointments during instructional time; however, this should be avoided if at all possible. Parents are encouraged to send a note to the office that morning so that we are aware of your child leaving school and the teacher is prepared for their dismissal. Proper identification is required when signing your child out of school. *Thanks for your understanding and cooperation!*

Welcome Visitors

For everyone's safety, all visitors are required to sign in and out at the office ANYTIME they are in the building. If you go beyond the lobby area, you must sign in and receive a visitor pass.

If you are visiting during the morning rush, our office staff will call the classroom and check with the teacher to verify the time is appropriate to visit. We ask that whenever possible, you please call ahead of time if you are planning on a classroom visit. This adds another layer of security, as well as preventing disruptions to the instructional process.

This is in no way intended to keep you from visiting Taneytown, only to assist in providing a safe and secure environment for your children. Your visits are always welcome!

Bus Stop Information

Bus Stop information will be posted in the Carroll County Times on Tuesday, August 23rd. Per county policy, only one AM and one PM bus stop is permitted. If your child's bus needs to change at any time throughout the school year, please notify the office in writing. We encourage you to make daycare arrangements ahead of time, especially on the scheduled early dismissal days listed on page 2.

Attendance Requirements

To email an absence, please use the Taneytown attendance email address: [TESattendance @carrollk12.org](mailto:TESattendance@carrollk12.org).

Both *absences* and *tardiness* are serious disruptions to the educational process. A student is counted present for a full day if the student is in attendance four hours or more of the *school day*. A student is counted present for 1/2 day if in attendance for at least two hours of the *school day*, but less than four hours. A student is counted absent when in school less than two hours of the *school day*. When students are *absent*, arrive late, or leave school early, their parents are requested to inform the school the morning of the *absence*.

A student scheduled for less than a full day is to be counted present based on the amount of time he/she is scheduled. Students must be present for that entire block of time in order to be marked present for the day. If the student is absent for 1/2 of the designated time he/she will be absent for 1/2 day. If the student is present for more than 1/2 of the scheduled time he/she will be marked late, but present for the entire day. If the student is present for less than 1/2 of the designated time he/she will be marked absent for that day.

Excused *absences* include illness of the student, death in the immediate family, observance of a religious holiday, a court summons, *suspension/exclusion* for health reasons, and family vacation (**when approved in advance**). In addition, *absences* will be considered unlawful if the parent does not provide a lawful explanation of the *absence* in a

written note, fax, e-mail, or phone call within five days of the student returning to school.

Who is Your Child's Teacher & How to Get In Touch With Them?

Your child is probably beginning to wonder who their teacher will be this year. The name of your child's homeroom teacher is located on the mailing label of this newsletter. For the safety of the children and to maintain confidentiality, class lists are not posted at the school or published in the newspaper.

Throughout the school year, you may wish to get in touch with your child's teacher. Teachers are available to take phone calls before the students arrive in the morning and when possible, during their planning times. Please know that your messages are forwarded and the teacher makes every effort to contact you in a timely manner.

Has Your Address Changed?

Very often students' addresses change during the course of the school year, and parents/guardians are unaware of the procedures necessary to change their child's records. Be advised that all address changes must be documented by an appropriate proof of residence as mandated by state guidelines. Once the proper documentation has been received, the student's records, including bus information, will then be updated. This paperwork is very critical and must be completed before your new address and/or phone numbers can be changed in our system.

How Do I View The Monthly Newsletter?

We appreciate your participation in our efforts to conserve our natural resources by going green. We would like to continue to offer a paperless newsletter for the upcoming 2011-2012 school year. The Bear Essentials Newsletter is available on the CCPS website, www.carrollk12.org/tes and is a valuable resource for families. It is generally posted to the website the first week of each month. We strongly encourage each family to read it each month and keep up to date on the happenings at Taneytown Elementary. Paper copies of the newsletter will be available for those families who request them. Please notify Mrs. Weaver if you would like a paper copy.

Parent Pick-Up/Walker Dismissal Form

The daily pick up form included in this newsletter needs to be completed for **ANY** student who will not be riding a bus home on a daily basis. Please be advised that your child will not be permitted to walk home without your written permission. If the transportation mode changes at any time throughout the school year, please contact the office so that we can update the information. **A new form needs to be completed each year, even if you currently have a pick up number.**

Emergency Card

At the start of the school year, your child will bring home ONE emergency card. It is extremely important that you fully

complete and return this card as soon as possible. Please check for accuracy of all contact names and numbers.

NOTE: Contact persons listed on the emergency card cannot remove a child from school without written permission from the parent or guardian. These names are for the schools purpose in the event of an emergency when the parent cannot be reached. Notify the office in writing immediately of any address or phone number changes. Only the parent or legal guardian can sign the emergency card.

Happy Summer from the Nurse's Office!

Here are some reminders for the new school year ...

Immunizations: If your child's immunization status is incomplete, he/she will be **excluded** from school beginning September 16th. If you have a scheduled appointment with a physician or the Health Department, I must have a note from them indicating the date. They may fax the information to me at 410-751-3532.

Medications and Medication Forms:

If your child is to receive medication in school, prescription and/or over-the-counter, please have a Medication form completed by the physician and don't forget you need to sign it as well. Bring the medication, in its original container, and the form to school. Remember, students may NOT carry any medication themselves. Only a responsible adult may transport medication. Asthma inhalers or Epi-Pens may be carried by a student IF a physician's order to carry is on file in the nurse's office. If you would like your child to have Ibuprofen (Advil, Motrin, etc.) or Acetaminophen (Tylenol products) in school, you do not need a physician signature on the medication form. Your signature is all that is required for these (and only these) over the counter products. Medication forms may be obtained in the front office or from the nurse.

Items that students may carry which are not considered medications are:

- Chapstick/lip balm
- Non-medicated cough drops
- Saline eye drops, wetting solution and "real tears"
- Saline nose spray
- Hand creams/lotions
- Sunscreen
- Purell waterless hand cleanser (only Purell is approved for use is CCPS)
- Bottled water (no flavored water or other drinks)

PreKindergarten and Kindergarten Parents: Please remember to bring in a change of clothes for your child to keep in their classroom cubbies.

Vision and Hearing Screening: Screening dates are scheduled for November 29, 30 and December 1 and 2. Rescreening date is scheduled for January 13. Grades PreKindergarten, Kindergarten and 4th Grade are all screened. If your child is not in one of these grades and you

would like to have them screened, please call or drop me a note.

Please feel free to call the school nurse, Cindy Lazzari, if you have any questions.

Gifted and Talented Program

The CCPS Gifted and Talented Program is designed to meet the needs of highly able learners and maximize student achievement. Gifted and Talented teachers, in collaboration with classroom instructors, will continue to provide a continuum of interventions designed to meet the needs of Gifted and Talented Education Program participants. This may include in-class instruction, pullout groups, and/or resource development with classroom teachers. A Referral and Review Team will determine student eligibility for interventions. Indicators for participation include observational checklists, standardized test scores, work samples, and classroom performance. Although students are not formally identified until the beginning of third grade, Gifted and Talented teachers will continue to provide a range of services for grades K-5, including the Primary Education Thinking Skills for grade 2. Look for more information concerning the upcoming Gifted and Talented Education Program Orientation Night.

Farewell & Best Wishes:

Mrs. Cheetham – Social Worker
Mrs. Hoover – Kindergarten
Mrs. Kilgore – Grade 5
Mr. Mongold – Pupil Personnel Worker
Mrs. Moran – Special Ed. Clerical/Cafeteria
Mrs. Oliver – Permanent Substitute

Welcome to Taneytown:

Ms. Cramer – Special Ed.
Mrs. Chenoweth – Kindergarten
Ms. Friedlander – Pupil Personnel Worker (PPW)
Ms. Staub – Grade 5
Miss Wright – Grade 5

Staff Changes:

Miss Brainer is now Mrs. Lyons
Mrs. Cavey – Title I
Mr. Havighurst – Grade 1
Miss Nicholson is now Mrs. Bordner
Ms. Purper – Title I
Mrs. Twery – Title I

Permission to Photograph, Videotape or Audiotape or Use of Student Artwork on Websites or Publications

Throughout the school year, the Carroll County Public School System frequently covers school activities and may use your child's photograph, video image, or voice for educational, informational, or public relations purposes, with or without identification by name. There may also be times throughout the year when CCPS wishes to display student art work on school websites or publications. If you do not wish to have your child's voice reproduced on

tape, have his/her images appear in such things as a video, a photograph, or the school website, or artwork displayed, please notify the school principal in writing. It is assumed that parents and guardians consent to their children being audio taped, photographed, videotaped, or having their image/artwork placed on a school website by the school system unless such notification is received.

Board of Education Meeting

The Board of Education of Carroll County will hold its regular monthly meeting on Wednesday, September 14, 2011 at 5:00 p.m. in Room 007 of the Board of Education offices, located at 125 North Court Street, Westminster. The public is encouraged to attend.

ADA ACCESSIBILITY STATEMENT

The Carroll County Public Schools (CCPS) does not discriminate on the basis of disability in employment or the provision of services, programs or activities. Persons needing auxiliary aids and services for communication 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, may use Relay or 7-1-1. Please contact the school system at least one (1) week in 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, Maryland 21157
(410) 751-3177

Carey Gaddis
Supervisor of Community & Media Relations
125 North Court Street
Westminster, Maryland 21157
(410) 751-3020

NOTICE OF NON-DISCRIMINATION

The Carroll County Public Schools (CCPS) does not discriminate on the basis of race, color, ancestry or national origin, religion, sex, disability, or age in its programs and activities. The CCPS provides nondiscriminatory 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

The Asbestos Hazard Emergency Response Act (AHERA)

Management plans for all buildings owned or leased by the Board of Education for Carroll County are available for review at the individual Carroll County school locations and at the Office of Plant Operations, located at 191 Schaeffer Avenue, Westminster, Maryland 21157. Management plans are required by the Environmental Protection Agency (EPA) and depict the location, amount, condition, and response action projected for any asbestos containing materials, if any are located in the school building.

Girl Scouts of Central Maryland

To all girls from grades K-5: Where can you make new friends, learn new things, visit new places, and have a lot of FUN? The answer is Girl Scouts!!! There is a Girl Scout Program for all girls. COME JOIN US!!!!

Parents CONTACT:
Tony Roman
Girl Scouts of Central Maryland
Service Unit Manager (SUM) Westminster Area
410-848-5276
Tonygscm@yahoo.com

