

Winfield Elementary School
4401 Salem Bottom Road
Westminster, MD 21157

410-751-3242
410-795-6701
Fax: 410-751-3243

CCPS Internet Address:
www.carrollk12.org

Cynthia Bell
Principal

Sheri Maring
Assistant Principal

School Colors:
Blue & White

School Mascot:
Wildcat



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Winfield News

August/September 2011



From the Administrators' Desk . . .



Wow! Another summer has flown by. We are gearing up to welcome your children back to school. Please read this newsletter carefully as it contains many important details about the 2011-2012 school year.

As always summer is a busy time in a school. Many visitors are surprised by all the activity. It has been a calmer summer with no major projects. It has been great to have routines this year instead of working around workmen.

Our staff worked very hard to form instructional groups to meet each students' needs in the coming year. Please remember that we encourage you to contact your child's teacher with specific questions or concerns you may have. Also, Mrs. Maring and I are also always available if you have concerns or questions.

A tremendous amount of work goes into cleaning the building each summer and preparing for the start of a new year. We thank our custodial staff and office staff for all the hard work this summer.

Our school day will continue to be 9:15—3:45. Please remember students cannot arrive before 8:45 to ensure appropriate supervision.

Cynthia Bell, Principal

*Remember our Ice Cream Social on 9/9/11.
Please see page 5 for times and volunteering
information*



Mission Statement: "Winfield School is a community of motivated learners working together to achieve each individual's highest potential."

<u>August</u>	
29th	2:00 PM New Student Orientation
29th	2:30-3:30 PM Open House for returning students
30th	School Starts
31st	6:15 PM Volunteer Training
31st	7:00 PM Back-To-School Night for Parents - ECSN, K and 2nd
<u>September</u>	
1st	6:15 PM Volunteer Training 7:00 PM Back-To-School Night for Parents -1st and 3rd
2nd	9:30 AM Boo Hoo Social—Kindergarten parents
5th	Schools Closed - Labor Day
6th	6:15 PM Volunteer Training 7:00 PM Back-To-School Night for Parents - 4th and 5th
9th	6:30 PM Ice Cream Social
20th	Fall Picture Day
21st	7:00 PM PTA Meeting
29th	Schools Closed - Rosh Hashanah
<u>Looking Ahead to October . . .</u>	
3rd	1:00 PM Early Dismissal
10th	Conference Night
19th	7:00 PM PTA Meeting
21st	Schools Closed - Professional Day
25th	Conference Night

Volunteer Training

will precede each Back-To-School night at 6:15 PM If you plan on volunteering for our school, you must attend a training at least 7 days prior to volunteering. This includes helping in the classroom to fieldtrips. So don't delay - get trained at one of our Back-To-School nights!

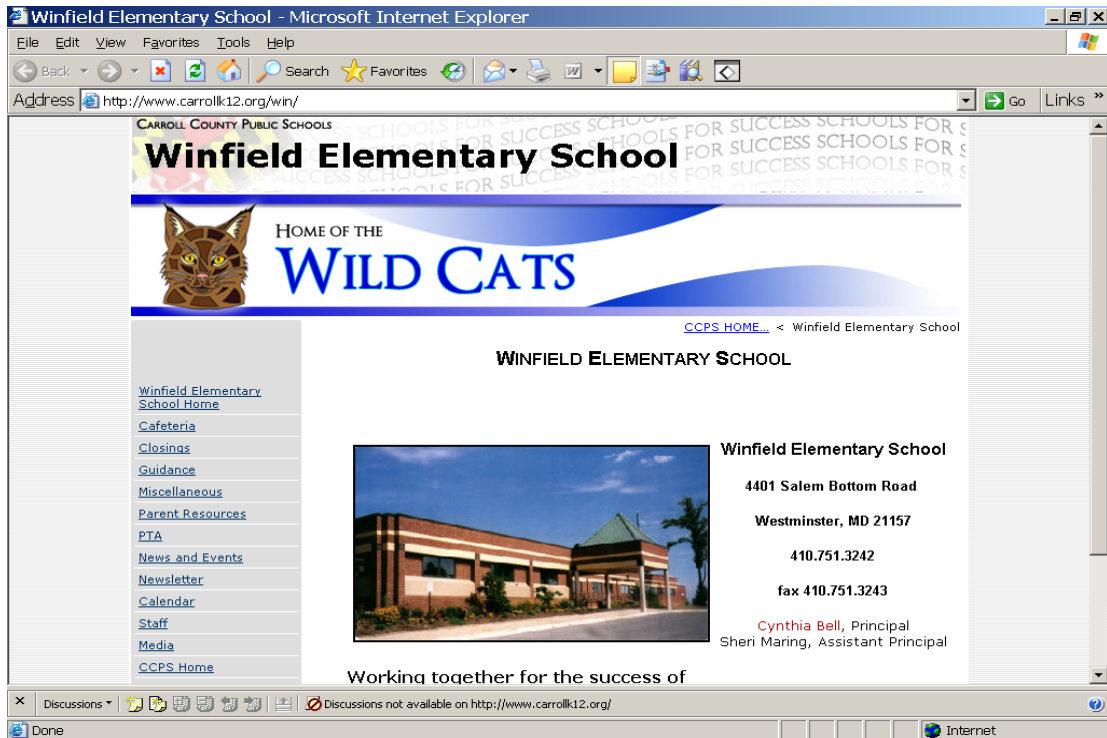
Please mark your calendars with the following two hour & forty-five minute early dismissal days for the 2011-2012 school year. Winfield will dismiss at 1:00 on these days: October 3, November 3 and 14, December 9 and 23, February 10, March 5, May 11 & June 14 (or last day for students).



The Carroll County Times will be publishing their "Back to School" insert on August 23rd. Bus routes will also be available on the CCPS website www.carrollk12.org on August 12th.

WINFIELD'S WEBSITE

Check out Winfield's website! You can access it through www.carrollk12.org/win/ We will be continuing to expand the information on our website this year. Our school, PTA and grade level newsletters will all be posted on the web. Reminders will go out each month as the newsletters become available. Help support our green efforts by checking the website regularly.



Back-To-School Nights/New Student Orientation & Open House

Back-To-School Nights are designed for you to meet your child's teacher, hear about specific curriculum that your child will be studying and the important policies of homework, discipline and expectations.

All Back-To-School nights will be held from 7:00 p.m. to 8:00 p.m. **Our volunteer training will be at 6:15 p.m. in the cafeteria.** (Volunteer training obtained during the 2010-2011 school year is only valid through September 30, 2011.) Parents wishing to volunteer during the 2011-2012 school year **must** renew their training.

Please remember that this is a parent/guardian evening, and necessary arrangements should be made for child care.

The following dates have been designated for Back-to-School Nights:

Early Childhood Special Needs (ECSN)– August 31st

Kindergarten - August 31st

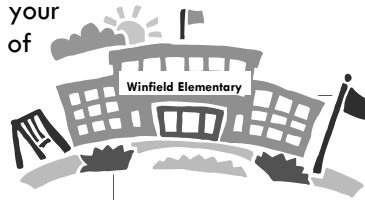
Grade 1 - September 1st

Grade 2 - August 31st

Grade 3 - September 1st

Grade 4 - September 6th

Grade 5 - September 6th



New Student Orientation & Open House

New Student Orientation

August 29th Time 2-2:30 p.m.

We welcome all of our **new families** to Winfield Elementary. Please join us for this informative meeting and visit your classroom to meet your teacher.

Open House:

August 29th Time 2:30-3:30 p.m.

We invite our **returning families** to come in during this time, find your classrooms and meet your teacher.



Important Information For Parents

Handbooks: On the first day of school, your child will be bringing home a folder which will contain important information for you. There will be a Winfield school handbook for each family. The county handbook will only be distributed to kindergarten and new students to Winfield. Please read through these handbooks as they will prove to be an informative resource for you throughout the school year. You will find this to be a quick reference throughout the school year. Both handbooks may also be accessed through the CCPS website.

Emergency Cards: At the start of the school year, your child will bring home ONE emergency card. It is extremely important that you complete and return this card as soon as possible. Please give as many contacts as possible and check for accuracy of all contact numbers. We depend on this information to contact you regarding your child. Keep in mind throughout the year that if you change jobs, get a new address or phone number, or need to change a contact person's information you should inform the office staff and health nurse. We want to be confident that we can contact you in case of an emergency. **Note: Only the custodial parent/guardian can sign the emergency card.**

Visitors Are Welcome at Winfield

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. Our staff has been instructed to tell anyone who has not checked in with the office to do so immediately.



We are also requesting that 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 Winfield, only to assist in providing a safe and secure environment for your children. Your visits are always welcome!



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

Your child is probably beginning to wonder who will be their teacher this year. **The name of your child's homeroom teacher is located on the mailing label of this newsletter.** If there are siblings, their mailing label will be located on the first page. 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 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.

Signing A Child In/Out Of School

The student school day is 9:15 a.m. - 3:45 p.m. Students are expected to be in their homeroom by 9:15. Students arriving after 9:15 will be considered tardy. A parent/guardian is required to bring the student into the office to sign their child in after 9:15. Students may not be dropped off in the drop-off line after 9:10.



Dismissal time for students is 3:45. Students who are dismissed anytime prior to 3:45 will be marked tardy as well.

We understand the necessity of doctor/dental appointments during instructional time; however, this should be avoided if at all possible. We request that parents send a note to the office that morning so that we are aware of your child leaving school. Please keep in mind that proper I.D. is required when signing your child out of school. The office staff may not always recognize you. Thanks for your cooperation.

Notes From The Nurse

Mrs. Cremmens

If your child needs to have medications during the school year, you will need to fill out a Medication Form. Forms may be obtained from the health room or the main office. **Please remember that orders for medications do not carry over from year to year.** As a reminder, you may bring Tylenol (Acetaminophen) or Advil (Ibuprofen or Motrin) to leave in the health room for use during the school year. We highly recommend this, as it will enable your child to get relief from headaches or minor pains and will help them to remain in school. A medical consent form must be completed and signed by the parent or legal guardian. **All other medications must have a doctor order.**

Please note that your child will need to have a completed History & Physical in their health file. If this is their first time to a Maryland Public School, you should have received a blank form at the time of enrollment. You will need to have this form completed and submit it to the school. Please take the summer to have this done. If you do not have the form, please call the health room.

It is essential that your child return a completed emergency card. We need this information to properly care for your child. We must be made aware of all medical concerns for your child.

Please be sure to specify additional contacts on the emergency card that may pick your child up from the health room in the event of an illness or injury. It is essential that we have a contact that is available to pick your child up if necessary.

We would like to remind parents that students should be encouraged to remain in school if they are able to. If they are not in school, they cannot learn to their full potential. If a student asks to call a parent, we will call.

It is a violation of the county drug policy for students to carry medications to school. All medications MUST be brought to school and signed for by a parent or legal guardian.

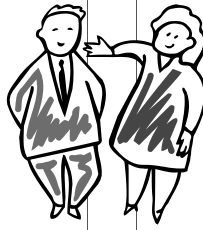
HEALTH RECORDS FOR DAYCARE:

When requesting a copy of your child's health records for daycare purposes, the request must be put in writing. The copies will be sent home in an envelope with your child. They will not be sent directly to your daycare center. **Please allow 48 hours to process health records.**

Goodbye & Best Wishes

Goodbye & Best Wishes to staff who have moved on to new challenges and ventures:

- Amy Daise*
- Sandy Dutterer*
- Todd Muschik*
- Ann Marie Byrd*
- Melissa Gotard*
- Beth Robert*
- Kate Simone*



Welcome To Winfield

We would like to welcome the following staff to Winfield:

- Butch Fitzgerald - Math Specialist*
- Adam Safley - Health Teacher - Part Time*
- Denise Sharbaugh—5th Grade*
- Kristen Perry—Occupational Therapist*
- Deborah Dwyer — School Psychologist*



Same Winfield Teacher - New Last Names!

Ms. Malehorn is now Mrs. Robertson.
Ms. Higdon is now Mrs. Cugle.

Birthday Books

All children at Winfield are recognized on their birthday. This is done each day during the morning announcements. Each child will receive a special "Birthday Book" of their choice. Throughout the school year we celebrate summer birthdays as "un-birthdays" to allow those students to also choose a book. We thank our PTA for funding this special program which encourages children to read!



What's For Lunch?

Aug. - Sept. 2011	Aug. 30	Aug. 31	Sept.. 1	Sept. 2
	Hamburger or Cheeseburger on a roll French Fries Green Beans Watermelon	Chicken Nuggets w/dipping sauce Baked Beans Fresh Veggies w/Dip Cantaloupe	Soft/Hard Shell Taco with Cheese Shredded Lettuce Corn Peaches	Cheese or Pepperoni Pizza Tossed Salad Vegetable Cup Fresh Fruit

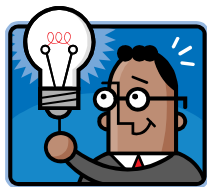
CCPS uses the **AlertNow** Rapid Communication Service to provide parents with information from their child's school and the school system. **AlertNow** is capable of delivering both e-mail and phone alerts at no charge to parents. You do not need to sign up for the new system. All information is taken from the emergency card.

PTA Back-To-School Social

On Friday, September 9th, the PTA will host a Back-To-School Ice Cream Social. The social is from 6:30—7:30 p.m. and will take place outside, weather permitting, or in the cafeteria.

If you were volunteer trained last year & would like to help, please contact Leslie Mertz @ lmertz13@gmail.com. Volunteers are needed from 5:30 pm—8:00 pm

CCPS offers two different meal plans for the 2011-2012 school year. The Annual Meal Plan is a one time payment for the school year with an Elementary lunch cost of \$340.00. The Installment Payment Plan offers Elementary lunch at a cost of \$40.00 a month. Additional information and forms are available at Winfield and may also be accessed at CCPS web site; www.carrollk12.org/win/. Once on the website click on the cafeteria link.
Please refer to school website for school menu as the menu may be different than what is posted in the Carroll County Times.



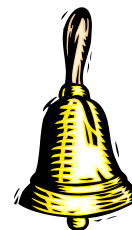
CCPS Gifted and Talented Program Information

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 Program 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.

Attendance Data

The Maryland State Department of Education has established that ninety six percent (96%) is excellent attendance and ninety four percent (94%) is satisfactory attendance. We will highlight the previous month's percentage of attendance starting in next month's newsletter.

Please have your children arrive at school on time and remain the entire day. Classrooms and students with perfect attendance will be recognized for their outstanding commitment to education.



MSA for 2011-2012

Please place our testing dates on your calendar and make every effort to avoid planning appointments or vacations during testing time.

The Maryland School Assessments for Reading will be given to students in grades 3, 4 and 5 on 3/14 & 3/15.

The Maryland School Assessments for Math will be given to students in grades 3, 4 and 5 on 3/20 & 3/21.

Grade 5 students will take the Science MSA
between 4/16/12 - 5/4/12

Mt. Airy Middle School Community Construction Meeting August 22, 2011, 7 PM at Parr's Ridge Elementary

The purpose of the meeting will be to share site plan, floor plans, construction phasing and staging and also to discuss the impacts to the campus.

Carroll County Public Schools Volunteer Program

Training for current volunteers is only valid through September 30th. Please be sure to attend a volunteer training session to up-date your status.

The volunteer program in Carroll County Public Schools utilizes the talents of all interested citizens in the following capacities:

- Level I volunteers (guest speakers, business representatives, concession stand workers, etc.) must annually register at a school site before volunteering.
- 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.

In the past we have had several instances where parents were unable to chaperone their child's field trip or event due to insufficient training. This was disappointing to the teacher, parent and student. In order to avoid this from happening this year, we encourage you to attend a volunteer training session as soon as possible. Parents may participate in training at any CCPS site. Training dates throughout the county are posted on the CCPS website under the "What's New?" category.

Winfield will offer volunteer training at all Back-To-School Nights - listed on page 3.

If you need more information about becoming a volunteer, please contact a local school or the Carroll County Public School Volunteer Program Coordinator at 410-386-1536.

**CARROLL COUNTY PUBLIC SCHOOLS
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 Relations
125 North Court Street
Westminster, Maryland 21157
(410) 751-3177

Carey Gaddis
Supervisor of Community & Media
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

**PERMISSION TO PHOTOGRAPH, VIDEOTAPE
OR AUDIOTAPE**

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.

If you do not wish to have your child's voice reproduced on tape or to have his/her image appear in such things as a video, a photograph, or the school website, please notify the school principal in writing. It is assumed that parents and guardians consent to their children being audiotaped, photographed, videotaped, or having their image placed on a school website by the school system unless such notification is received.

There are also occasions when the media cover certain school events (such as when a government leader visits a school). If you do not wish to have your child's name or likeness published by the media, you should address your concerns directly to the school involved so that the media is so advised. Please be advised that the school system has no control over the media when they are covering activities such as sporting events and musical programs that are open to the public.

USE OF STUDENT WORK ON WEBSITES OR IN PUBLICATIONS

There may be times throughout the year when the Carroll County Public School System wishes to display student work on school websites or in publications. If you do not wish to have your child's art, poetry, writing, etc. appear on school websites or in publications, please notify the school principal in writing. It is assumed that parents and guardians consent to their child's work being displayed on school websites or in publications unless such notification is received.

Revised 7/8/09

**Board of Education Meeting
September 14, 2011**

The Board of Education of Carroll County will holds 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.

Agenda and back-up materials will be available for review on BoardDocs prior to each meeting. BoardDocs may be accessed by visiting the school system's website at www.carrollk12.org under CCPS Online Board Meeting and Agenda on the home page.

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.

Winfield News continues to be paperless ...



We continue to be paperless in our efforts to conserve our natural resources. Our newsletter is posted each month on our CCPS website <http://www.carrollk12.org/win/>. *Winfield News* is a valuable resource for families as it contains event dates, menus, etc. We strongly encourage each family to read it regularly.

You will be notified via AlertNow when each newsletter is available for viewing.

If you do not have access to a computer and would like to continue receiving paper copies of *Winfield News*, please complete the bottom portion of this form and have your child return it to the office by September 12, 2011.

_____ *YES, I would like to continue to receive paper copies of Winfield News.*

Student's Name: _____

Grade: _____ Teacher: _____

Parent Name: _____