

Cheryl Pulliam
Principal

Debbie Ryan
Assistant Principal

Janet Higgins
Assistant School
Administrator

November 5, 2010

Oakland Terrace Elementary School

Satellite Campus at Sligo MS: 9:05 a.m.—3:20 p.m.
1401 Dennis Avenue, Silver Spring, MD 20902
(301)-649-8078

Main Campus: 9:15 a.m.—3:30 p.m.
2720 Plyers Mill Road, Silver Spring, MD 20902
(301) 929-2161



*Imagine
the
Possibilities*

“Every great dream begins with a dreamer. Always remember, you have within you the strength, the patience, and the passion to reach for the stars to change the world.”

~Harriet Tubman

Dear Oakland Terrace Parents and Guardians:

The leaves are falling and the November air is crisp and fresh. As we begin this new month, we also enter the second marking period of the school year. This is a great time to review the progress your child has made since the beginning of the school year and work together to set new goals for the second quarter.

As the temperature outside continues to cool down, please remind your child to dress appropriately for the weather. Students should wear coats, hats and gloves when outside. Inclement weather procedures are discussed in detail on page 4 of this newsletter.

Our 10th annual Fannie Mae Walk for the Homeless was a great success! Oakland Terrace had close to 500 registered walkers. The numbers are still coming in, but thanks to your generous support, we raised almost \$5000.00 to support Housing Unlimited.

Parent-Teacher Conferences

Parent conference time is here. This is an important time for you to speak with your child's teacher and discuss his/her academic, social, and emotional development. Thursday, November 11 and Friday, November 12 are early release days for students. The afternoons of November 11 and November 12 are reserved for parent-teacher conferences. It may be helpful for you to write down a few questions to ask the teacher during the conference. If you have not set up a conference, please call the school in order to schedule a time to meet with the teacher.

Remember that students at the **main campus** will be released at **1:00 p.m.** and students at the **satellite campus** will be released at **12:50 p.m.** on both **November 11** and **November 12**. Please be sure your child knows his or her after school arrangements for the early release days.

Flu Vaccine Clinic

On Friday, November 12, 2010, the Department of Health and Human Services (DHHS) will conduct a flu vaccination clinic at Oakland Terrace Elementary School. The school nurse and health room aide will administer nasal spray flu vaccine (FluMist). Parents must sign up for appointments by contacting the school's health room. The two-hour clinic will begin at 1:30 p.m. and end at 3:30 p.m.

Student Government Association (SGA) Executive Board

On Thursday, November 4, we held our annual SGA elections. All of the speeches were outstanding and we are very proud of every student that had the courage and the school spirit to speak in front of the entire staff and student body. The results of the elections are as follows:

Executive Board

President	Isobel (Izzy) Hermans
Vice President	Celia Richardson
Secretary	Abigail (Abby) Weaver
Treasurer	Jonah Ruskin
Historian	Zora Hermans



Please join me in congratulating the students who will serve as the 2010-2011 Oakland Terrace Student Government Executive Board.

Preserving Valuable Instructional Time

One of our goals at Oakland Terrace is to enable “teachers to teach, and students to learn.” In order to accomplish this goal, we strive to protect the valuable instructional time in the classroom from unnecessary interruptions. Parent requests to get messages to their child or the teacher during the instructional day causes a significant interruption of the teacher’s ability to keep a concentrated focus on instruction. Additionally, it is important that every student arrive at school on time. When a student arrives late, he or she does not benefit from the important routines and work already in progress. Instruction is also interrupted when students arrive late to school.

We are asking for your help by making every effort to set your day’s plans with your children before sending them to school each day. The following are helpful ways you can assist us with ensuring that instructional time is maximized for all students.

- Make sure your child is “on time” for school each day. Instruction begins promptly at **9:05 a.m.** at the **satellite campus** and **9:15 a.m.** at the **main campus**.
- Please **do not** call the office to relay messages to your child unless it is an absolute **emergency**. Inform your child, before leaving for school in the morning, of any changes to regular plans for after school.
- **A note must be sent to your child’s teacher if there is a change from the normal routine.** If you are going to pick your child up before his or her regular dismissal time or during the day for an appointment, please send a note for the teacher with the specific pick-up time. Then, come to the office at the designated time and sign out your child.

Finally, if you need to speak to your child’s teacher, please make arrangements in advance by requesting an appointment. “Drop-ins” cannot be honored as this can interrupt the teacher’s preparations for the day or instruction once the bell has rung.

Thank you for your cooperation in helping to preserve valuable instructional time!

Fire Drills, Code Blue and Code Red Procedures

The safety and security of your children is our number one priority. Montgomery County Public Schools (MCPS) has worked hard to put processes in place for a number of different emergencies and these are practiced at every school regularly to ensure that any emergency is handled as smoothly as possible. The following information provides clarification of the drills we conduct throughout the school year to ensure that every person in the building is fully prepared in the event of a true emergency.

Fire Drills are conducted at least once per month during the school year. The first two, conducted during the first 30 days of school, are announced to the whole school. After these two announced drills, the students are not always notified of a drill. We want them to treat every drill as though it were the real thing so they are fully prepared in the event of a true emergency. Students are instructed to be silent, walk to the nearest exit and wait with the class while attendance is taken. If they are in an unsupervised area, students need to exit the building via the closest exit and notify the closest adult so that our attendance will be complete.

Code Blue is a term used to alert students and staff that an emergency/crisis exists at or near an MCPS facility requiring an enhanced level of safety and security. It requires students to be accounted for and under supervision. Classroom instruction may continue in most cases.

Code Red is a term used to describe the existence of an emergency/crisis at an MCPS facility. Code Red alerts students and staff that imminent danger exists inside or outside the school or facility and requires moving to an immediate lock-down mode. It requires that students are accounted for and under supervision. Montgomery County public safety agencies are notified.

If either of these situations extend beyond the regular school day or prevent buses from bringing the students home, the **Parent Child Reunification Plan (PCR)** is activated. This plan is designed to reunite parents/guardians with their child(ren) in a timely and organized fashion. Parents pick up children using the **All Purpose Room** entrance to the **main campus** and the **administrative office** at the **satellite campus**. Upon entering, parents will be asked for ID and will wait while a staff member retrieves the children and brings them to the parents. No parents will be permitted beyond the sign-out counter to ensure the safety of all.

Emergency Contact Information

It is imperative that we be able to contact all parents during the school day in the event of an emergency or particular situation with your child. If your contact information changes, please notify the school so that the **Emergency Contact Form** (attached) is updated to reflect the most current information. It is helpful to include home, work and cell phones for each parent/guardian.

In addition, the **Parent Child Reunification Plan Form** (attached) must remain current. This form lists family members (other than custodial parents) or friends (over the age of 18) who are permitted to pick up your child(ren) in the event of a school, local or regional emergency. If this form is not filled out and returned to school, the only person who is permitted to pick up your child(ren) is the custodial parent(s). We cannot accept phone calls authorizing permission, we must have this form on file. If you completed it last year and did not submit a new one for this school year, we will use the old version. If you ever want to change who has authority to pick up your child(ren), stop by the main office and you can review your form and make the necessary changes.

Inclement Weather Procedures

When weather is severe, schools may be delayed, close early, or close for the day. An announcement will be issued as soon as the decision is made. To stay informed, please listen to area radio and television stations, County Cable Channel 6, and MCPS TV (Comcast Channel 34, Verizon FIOS Channel 36 and RCN Channel 89). You may also check the Internet at www.montgomeryschoolsmd.org, and a recorded telephone message at 301-279-3673. Emergency e-mail announcements are available by signing up for MCPS QuickNotes on the school system's home page.

Delayed Opening: When MCPS announces a delayed opening, the school day begins two hours later than the regular school start time. At the **main campus**, the school day begins at **11:15 a.m.** and at the **satellite campus**, the school day begins at **11:05 a.m.** Bus schedules operate on a 2 hour delay as well and, therefore, the pick-up times are two hours later than normal.

Early Release: When MCPS announces an early release due to inclement weather, schools close 2 ½ hours earlier than the regular school closing time. At the **main campus**, school will end at **1:00 p.m.** At the **satellite campus**, school will end at **12:50 p.m.** Buses will operate on that same early schedule and, therefore, drop-off times are 2 ½ hours earlier than normal.

School Closure: When schools are closed all school and community activities in public facilities are canceled. In extreme conditions, administrative offices also may be closed.

Emergency Weather Contingency Plan: Adds student instructional days to the end of the scheduled school year if schools are closed more than four days because of weather emergencies. The planned school year ends on Thursday, June 16, 2011. However, if schools are closed for more than four days due to weather emergencies, the following schedule would extend the school year in order to add the necessary make-up days:

1. If schools are closed for five days, the school year will be extended by one day to June 17, 2011.
 2. If schools are closed for six days, the school year will be extended by two days to June 17 and June 20, 2011.
 3. If schools are closed for seven days, the school year will be extended by three days to June 17, June 20, and June 21, 2011.
 4. If schools are closed for eight days, the school year will be extended by four days to June 17, June 20, June 21, and June 22, 2011.
 5. If schools are closed for nine days, the school year will be extended by five days to June 17, June 20, June 21, June 22, and June 23, 2011.
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Oakland Terrace Elementary School

Important Dates to Remember

<i>November 6</i>	PTA Family Movie Night 6:15 p.m.(Main Campus Gym)
<i>November 7</i>	Fall Back– Daylight Savings Time! Please remember to set your clocks back one hour.
<i>November 8-11</i>	Book Fair (Main Campus Media Center)
<i>November 8</i>	Application deadline for Highly Gifted Center, Middle School Magnet Programs and Middle School Magnet Consortium
<i>November 9</i>	Joint PTA Meeting with Sligo MS Community at Sligo MS 7:00 p.m.
<i>November 11</i>	Early Release (Parent/Teacher Conferences)
<i>November 11</i>	PTA Magic Show and Book Fair (Main Campus 6:00—9:00 p.m.)
<i>November 12</i>	Early Release (Parent/Teacher Conferences)
<i>November 16</i>	2nd Grade Field Trip to Strathmore Hall 11:30 a.m.—2:00 p.m.
<i>November 22</i>	5th Grade Field Trip to the Museum of American History 9:30 a.m.—1:30 p.m.
<i>November 24</i>	Early Release
<i>November 25</i>	School Closed (Thanksgiving)
<i>November 26</i>	School Closed (Thanksgiving)
<i>December 7</i>	PTA Meeting 7:00 p.m. (Main Campus)
<i>December 9</i>	5th Grade Field Trip to Round House Theater 9:30 a.m.—12:45 p.m.
<i>December 13</i>	Interims/Data Notebooks Distributed
<i>December 13-15</i>	Book Fair for Kindergarten Students (Satellite Campus Media Center)
<i>December 15</i>	PTA Music Show by John Henry/Book Fair (Satellite Campus Media Center 6:30—8:30 p.m.)
<i>December 17</i>	Cultural Arts Assembly (Main Campus) Grades K—5
<i>December 24</i>	School Closed (Christmas)
<i>December 27-31</i>	School Closed (Winter Break)
<i>January 3</i>	School Resumes

*The Oakland Terrace Elementary School staff wishes
everyone a Happy Thanksgiving Holiday!*
