

**WELCOME TO  
WASHINGTON GROVE ELEMENTARY  
2011-2012**

Dear Parents,

Welcome to our school! We are very happy to have you and your children join our extended family of learners. Visualize a school where the children are excited about learning, discipline problems are minimal, the learning environment is structured so all children have an excellent opportunity to succeed, parents and community members volunteer to support children's learning, and parents bring their career, cultural, linguistic, and other skills to school to enrich the curriculum. That's Washington Grove Elementary School! We invite you to join our partnership.

Susan Barranger  
Principal

**SCHOOL HOURS**

PEP-C	9:00 a.m. – 2:00 p.m.
Grades K – 5	9:15 a.m. - 3:30 p.m.
AM Pre-K & AM PEP Classic	9:15 a.m. - 11:45 a.m.
Head Start	9:15 a.m. – 3:30 p.m.
PM Pre-K & PM PEP Classic	1:00 p.m. - 3:30 p.m.



**SCHOOL BREAKFAST/LUNCH PRICES**

Breakfast – **FREE** to all Students – See message below

Elementary School Lunch - \$2.50	Milk - \$.60	Fruit Slushes - \$.65
Reduced Lunch - \$.40	Ice Cream - \$.65	Chips - \$.65
Fruit Snack - \$.35		

Fruit Slushes may be purchased on Monday and Wednesday, chips and fruit snacks on Tuesday, and ice cream on Thursday.

**MARYLAND MEALS FOR ACHIEVEMENT, FREE BREAKFAST PROGRAM**

All students at Washington Grove Elementary will have the opportunity to eat breakfast at school each morning at no charge. Students will eat in their classrooms. Breakfast will include milk, juice or fruit, and an entrée such as a muffin, bagel, croissant sandwich, French toast sticks, or cinnamon roll. **Parent volunteers** are needed to help distribute the breakfasts to the classrooms each morning. If you would be willing to help one day a week, please phone Mrs. Tadesse.

This program, which is called Maryland Meals for Achievement+ (MMFA+), is funded with money from the federal School Breakfast Program.

Researchers from Harvard University say the program helps students do better in class and improves attendance, tardiness and other behaviors. Staff reports a decrease in students' complaints of hunger and tiredness. We are fortunate to be among the schools statewide selected to participate in the program again this school year.

**FREE AND REDUCED LUNCH PROGRAM**

Applications for the free and reduced lunch program are available from the school office.

## **LUNCH AND RECESS SCHEDULE**

<b>Kindergarten</b>	<b>Grade 1</b>	<b>Grade 2</b>	<b>Grade 3</b>
Recess 11:45-12:15	Recess 11:50-12:20	Recess 12:20-12:50	Recess 12:25-12:55
Lunch 12:15-12:45	Lunch 12:20-12:50	Lunch 12:50-1:20	Lunch 12:55-1:25
<b>Grade 4</b>	<b>Grade 5</b>		
Recess 12:55-1:25	Recess 1:00-1:30		
Lunch 1:25-1:55	Lunch 1:30-2:00		

On half days, lunch will be served before students are dismissed.

## **STUDENT ENROLLMENT FIGURES FOR 2011-2012**

	K	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
Projected enrollment	58	55	44	59	60	49
Actual enrollment	47	53	39	58	63	48

We are pleased to continue implementing the lower class size ratio in first and second grades and the full-day kindergarten program with lower class size.

## **DID YOU KNOW THAT THE GAITHERSBURG CLUSTER HAS A SATURDAY SCHOOL?**

The Saturday School is a tutoring and mentoring program that enhances the academic performance and achievement of students in Grades 1 through 12. The mission of the program is to accelerate students' mastery of academics, specifically reading, math, and science. On Saturday mornings, from 8:30 to 11:00 AM, volunteer tutors work with students on core subjects and teach successful learning/studying strategies. Students also have access to computer labs to assist them in researching information for assignments and learning valuable technology skills. The Saturday School is more than academics! Issues of self-esteem, social and emotional growth, and motivation also are addressed. Brochures and information about enrolling will be available in September!

## **PRINCIPAL'S NEWSLETTER**

The Principal's Newsletter is printed on yellow paper and has calendar information as well as articles of interest. Be sure to watch for it! If you do not receive a newsletter on a regular basis, please remind your child to bring one home. Extra copies are available in the school office, if needed.

## **WASHINGTON GROVE WEBSITE**

Have you visited our web page? Our Internet address is:  
<http://www.montgomeryschoolsmd.org/schools/washingtongroves>

## **MARKING PERIODS**

<b><u>Marking Period</u></b>	<b><u>Marking Period Ends</u></b>	<b><u>Report Cards Distributed</u></b>
1st	October 28, 2011	November 10, 2011
2nd	January 20, 2012	February 1, 2012
3rd	March 29, 2012	April 12, 2012
4th	June 12, 2012	June 21, 2012 (mailed)

## **PARENT CONFERENCES**

At the end of the first marking period, a parent/teacher conference is scheduled for all students. This is in addition to the report card itself. (Kindergarten parents participate in a conference with their child's teacher in November, and receive report cards in February and

June). These conferences serve as a vehicle to open lines of communication and to foster positive parent-teacher relationships for the benefit of your child. Your attendance at this November conference is critically important.

Throughout the rest of the school year, either the parent or the teacher may feel the need for additional conferences. If parents wish to meet with a teacher, they should arrange this meeting in advance. Arrangements can be made by sending a note to the teacher or by calling the office.

### **VISITORS (Parents included)**

When visiting the school, you are required to stop at the office before going elsewhere in the building. We ask you to sign in with Mrs. Crouch and put on a guest/volunteer sticker. When you are ready to leave, please let Mrs. Crouch know you are leaving. This procedure applies to all visitors anytime they plan to be in the classrooms or hallways.

### **WE NEED YOU TO VOLUNTEER**

Parent volunteers are needed in many capacities at Washington Grove from working in the classrooms with children to making teaching materials at home. If you would like to become a parent volunteer, please complete the volunteer form distributed at the beginning of the year or phone and leave messages for our PTA volunteer coordinator at 301-840-7120.

### **REPORT OF STUDENT ABSENCES**

Please telephone the school office at 301-840-7120 to report your child's absence. A message system is in operation when school is not in session for your convenience. MCPS policy requires that we verify every student's absence daily. Telephoning us to report this absence will greatly reduce the number of calls we will need to make. Your assistance in this regard is greatly appreciated. A written note to your child's teacher explaining the absence should follow any absence from school.

### **ADMINISTRATION OF MEDICATION TO STUDENTS**

No medication will be administered in school without the parent's/guardian's written authorization and a written physician's order. This includes both prescription and over-the-counter medications. The parent and doctor must complete form 525-13, Authorization to Administer Prescribed Medication. The medication must be delivered to school by the parent/guardian or an adult designated by the parent/guardian. MCPS and school health department personnel will not administer medication brought to school by a child. This is necessary for the safety of all students.



### **LATE OPENING, EARLY DISMISSAL, AND CLOSING OF SCHOOLS**

It is sometimes necessary to delay the opening of school, send students home early or close schools entirely because of bad weather or other emergencies. Information about school operations is announced publicly as soon as possible on radio and television stations, Cable Channel 60 (converter box), Cable Channel 6 (cable ready) or Cable Channel 34 (digital), Outlook, on the Internet at [www.montgomeryschoolsmd.org](http://www.montgomeryschoolsmd.org) or at Schools-Out.com, and on a taped telephone message service at 301-279-3673. If schools are closed or delayed, the announcement is made no later than 6:00 a.m. (or the night before if possible). If schools are closing early, the announcements are made by 11:00 a.m. Please discuss with your child the procedures they are to follow in the event of a late opening, early dismissal, or school closing. **Rather than calling the school office, please use one of the above resources for information.**



Parents may receive automatic e-mail notification directly to your mailbox about weather closings. You may subscribe by going to Schools-Out.Com. Scroll to the bottom of the page, and click "I Want E-Mail."

### **STUDENT SAFETY TO AND FROM SCHOOL**

Please discuss with your child the importance of exercising safety and common sense in coming to school and returning home. On the first day of school the staff will share the need for safety in this regard. Some of the things I will request that they discuss with students are:

- \*Reporting directly to school from home in the morning and returning home immediately after school has been dismissed.

- \*Refusing to stop and talk to strangers, to accept gifts of any kind from strangers and never getting into a vehicle with anyone other than parents or someone designated by them.

- \*Being aware of residents between home and school to whom they might go for assistance if an emergency of any kind did occur.

- \*Alternate arrangements if keys are lost.

- \*What to do in case of a missed bus, late opening, or an early dismissal.

In a continuing effort to keep WGES a safe and secure building, we will be locking all exterior doors after morning arrival. When you arrive at school during the school day, you will find the main doors locked. Please press the button and a staff member will unlock the doors for you.

In an effort to make arrival and dismissal a safer time for all students, safety patrols are located at the driveway with orange pylons. At arrival, parents will drop their children off at the Kiss and Learn. At dismissal, no cars will be allowed to enter the school driveway, so parents may pick their children up at the walkway on Oakmont Street near the school sign or at the walkway on Chestnut Street. It is recommended that Pre-K and kindergarten parents park on Chestnut Street and walk to the building to pick up their children. The safety patrols need your support and cooperation as we keep our arrival and dismissal times safe.

### **TRANSPORTATION ISSUES**

Parents who have transportation issues and feel that their issues have not been resolved may call Brenda Huff, the Shady Grove Transportation Supervisor, at 301-670-8272.

### **EMERGENCY PREPAREDNESS EVACUATION PLAN FOR WGES**

In the event that there is an emergency and we must evacuate the building, the following plan will be in effect: Students will leave via the normal fire evacuation routes. The students and staff will assemble at the lower end of the school boundary near the Walnut Hill housing area where attendance will be taken and students will wait for buses. Students will be transported to the Gaithersburg High School auditorium. There they will await buses that will transport them home at the conclusion of the regular school day.

### **DRESS CODE**

Your child should wear comfortable clothes to school. Shoes for physical education and recess should be comfortable and safe. High heels or flip-flops that can damage ankles and cause sprains are not suitable. If your child comes to school in inappropriate clothing we will try to loan him/her a tee shirt to wear or phone you for help. Although we respect the individual right of children to select clothing of their choice, we also must be sure that the selection is responsible in choice and that it does not offend others or interfere with the educational process in any manner.

## **TOYS, TRADING CARDS, ELECTRONIC GAMES**

Please do not allow your child to bring any toys, trading cards, electronic games, or any electronic accessory items to school. This includes a recent fad, Silly Bandz. Items such as these interfere with the educational program and are not a benefit to your child's learning. The classroom teacher or principal will take these items that your child brings to school, and a parent then will need to come to school to get them back.

## **LOST AND FOUND**

There is a lost-and-found bin located in the all-purpose room. If an item is lost, please ask your child to look for it there. At the end of the year, any items remaining will be donated to charity.

## **EDUCATIONAL SUPPORT FROM THE GREATER GAITHERSBURG-GERMANTOWN CHAMBER OF COMMERCE**

The Greater Gaithersburg-Germantown Chamber of Commerce supports the Gaithersburg cluster schools through the production of the Classroom Connection Assignment Book. Every child in grades 2 - 5 will receive a complimentary assignment book that will help to keep them organized and you aware of assignments. You should be reviewing this assignment book each night with your child. We are so happy to have the Chamber interested in supporting the education of our students.

## **PUBLICATION OF M.C.P.S. DOCUMENTS**

M.C.P.S. public documents are available in an alternative format, upon request, by contacting the Department of Information at 301-279-3191 or TDD at 301-279-3323.

## **ANNOUNCEMENT OF PUBLIC MEETING**

Appropriate accommodations for individuals with disabilities will be provided upon request. Please contact our school office seven business days prior to the event in which accommodations are needed.

## **VIDEOTAPING OR PHOTOGRAPHING OF YOUR CHILD**

There may be times during the school year where your child may be videotaped or photographed for instructional purposes. If you do not want your child to participate in this kind of activity, please contact your child's teacher.

## **WASHINGTON GROVE ELEMENTARY SCHOOL STAFF 2011-2012 CELEBRATE THE BEST STAFF IN MCPS.....**

### **PRINCIPAL INTERN**

Mrs. Wanda Means-Harris

### **CLASSROOM TEACHERS**

Mrs. Barbara Apple

Ms. Heather Slater

Mrs. Terra Kalinock

Mrs. Cindy Fitzgerald

Mrs. Nancy Madej

Mrs. Nancy Nichols

Ms. Heather Zimmerman

Ms. Jennifer Kwak

Ms. Amy Liang

Mrs. Amy Mendez

Ms. Darby Elgin

PEP-Classic

PEP-Comprehensive

Head Start

Pre-Kindergarten

Kindergarten

Kindergarten

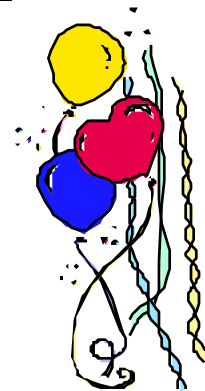
Kindergarten

First Grade

First Grade

First Grade

Second Grade



Mr. Andrew Schwartz  
Ms. Diana Hagan  
Mrs. Judith Cobian  
Mrs. Robin Friedman  
Mrs. Kimberly Tunche  
Mrs. Asha Jackson  
Ms. Janita Love  
Mr. Gary Sosias  
Ms. Cindy Alger  
Mrs. Cathy Haddad

Second Grade  
Second Grade  
Third Grade  
Third Grade  
Third Grade  
Fourth Grade  
Fourth Grade  
Fourth Grade  
Fifth Grade  
Fifth Grade

#### SPECIALISTS

Mr. Russ Bradshaw  
Mr. Geoffrey Burns  
Mrs. Anna Connolly  
Mrs. Diana Eureka  
Ms. Sue Ginsberg  
Mrs. Kim Henriquez  
Mrs. Holly Heslen  
Mrs. Jan Leighty  
Mrs. Debbie Lerner  
Mrs. Fran McCaskill  
Mrs. Maria McClure  
Mrs. Anne Moran  
Mrs. Karen Nejati  
Mrs. Susan Ramsay  
Mrs. Natalie Reineke  
Mrs. Lisa Rozman  
Mr. Jason Snyder  
Mrs. Kathy Van de Poll  
Mrs. Nancy Wand-McEvoy  
Mrs. Pearl Webster  
Mrs. Katherine Wells

Physical Education  
Instrumental Music  
Speech/Language Pathologist  
Media Specialist  
Title I Instructional Specialist  
Staff Development  
Math Support  
Reading Specialist  
Speech/Language Pathologist  
Art  
Technology  
School Counselor  
ESOL  
ESOL  
ESOL  
Reading Support  
Music  
Special Education  
Special Education  
ESOL  
Special Education

#### SUPPORTING STAFF

Mrs. Yoshiko Applebaum  
Mrs. Gayle Crouch  
Ms. Linda Dawson  
Ms. Fozia Dasti  
Mrs. Anne Denicoff  
Ms. Sonia Diaz  
Mr. Jaime Figueroa  
Mrs. Bernadette Helms  
Mrs. Gail Heymsfield  
Mrs. May Huang  
Mrs. Nancy Marshall  
Mr. Winfield Matthews  
Mrs. Barbara Pauley  
Mrs. Michelle Robey  
Mrs. Suzanne Sondberg  
Mrs. Sandy Steele  
Mrs. Banita Tadesse  
Mrs. Silvia Triantos  
Mr. Thomas Washington  
Mrs. Betty Williams  
Ms. Vickie Williams

PEP Paraeducator  
School Secretary  
PEP Paraeducator  
PEP Paraeducator  
School Nurse  
Pre-K Paraeducator  
Building Service Manager  
Paraeducator  
Paraeducator  
Building Service Night Leader  
Paraeducator  
Building Service Worker  
Instructional Data Assistant  
Paraeducator  
Health Technician  
Media Assistant & Paraeducator  
Cafeteria Manager  
Head Start Paraeducator  
Building Service Worker  
Administrative Secretary  
Building Service Worker

#### LINKAGES

Mrs. Raquel Coale  
Mrs. Mariella Correal  
Ms. Sara Parrish

PEP Parent Educator – Ms. Gerry Edward