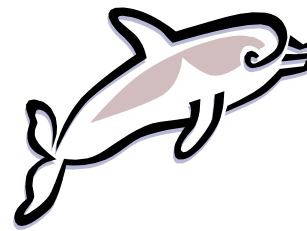


The Dolphin's Tale



The bi-weekly principal's newsletter of Travilah Elementary School
 Susan J. Shenk, Principal

September 14, 2012

Issue #2

September

National Hispanic Heritage Month School Safety Month

14	9:30 – 10:30am	Volunteer Breakfast and Orientation – Staff Lounge
17		No School – Rosh Hashanah
21		Ice Cream Party for Summer Reading
	5:00 – 8:00pm	Back to School PTA Family Picnic
26		No School – Yom Kippur
28	.	Early Release Day – Students Dismissed at 12:55pm

October

1		Interims sent
2	7:00pm	PTA Meeting – Media Center Presentation on the new Report Cards for Kdg. – Grade 3
8	9:30 – 11:00	Columbus Day – Parent Visitation Day
18	7:00 – 9:00pm	PTA Movie Night
19		No School – Maryland State Teachers Convention
22		PTA Family Fun Night “ <i>Ledos</i> ”
23		Grade 5 to Mt. Vernon
24		Grade 1 Mad Science – <i>Living Things</i>
25		Grade 4 to St. Mary’s City
26		Individual Student Pictures
31		Halloween Parade and Parties

November

2		First Marking Period ends
5		No School for students – Professional Day for staff
6		Holiday – No School Election Day

Visit our website! <http://www.montgomeryschoolsmd.org/schools/travilahes/>

School Phone: 301-840-7153

School Attendance Line: 301-670-8223

School Fax: 301-670-8230

Visit the PTA website! <http://www.travilahpta.org>

Follow us on Twitter! **PrincipalTES**

* * * * *

BACK TO SCHOOL NIGHT – Thank you to the many parents who attended our annual Back to School Night. It was wonderful to see so many of you here. We hope you found the information and presentations helpful. If you have any questions or concerns, make sure you call your child’s teacher and/or the school office. Thank you again for your support!

FORGOTTEN HOMEWORK – Please help us help your children become responsible students. If your child forgets his/her homework, please have him/her call a friend. The teachers are in meetings after school and the building services personnel are busy. The classrooms are locked, and this is an interruption to their work. It is against school policy to admit students back into the classrooms after dismissal. Thanks for your support.

VISITOR SIGN-IN – Parents, please remember to always come into the main office any time that you come into the school. If you need to meet with a teacher, please call and/or email the teacher to make an appointment. If you are coming in to volunteer in a classroom, you need to sign in and put on a visitor/volunteer sticker so that all staff and students know you are visiting. Make sure you use our computer sign in system, **and please remember to sign out!**

NON-CUSTODIAL PARENTS - Non-custodial parents who wish to receive copies of The Dolphin's Tale, report cards, test scores, and other information that pertains to their child's education, please send a written request to the principal. Please include your name, address, and type of information desired. Include twenty self-addressed, stamped envelopes if you wish to receive The Dolphin's Tale.

SAFETY DRILLS – Each year schools are required to practice two “Shelter” drills and two “Lockdown” drills. One of the practice drills can be a combination of both Shelter and Lockdown. A Shelter drill is used in weather related or other emergencies requiring students to be in their classrooms under direct supervision. The Shelter in Place drill will be used whenever we need to move the children from their classrooms or if the children are required to remain in the school for a period of time following dismissal. The Shelter in Place is generally used in the event of weather emergencies. The Lockdown drill is used to protect against “stranger danger.” This month we had our first “Code” drill. The teachers have discussed these drills with the students.

A NOTE ON MEDICATIONS – It is likely that during this school year, your child will have a medication prescribed for the treatment of a health issue. As a general policy, we recommend that children receive medication at home whenever possible. In the event that your child needs to receive medication at school, please note the following key points:

- All medications, including over the counter meds, require a physician's written authorization (Authorization to Administer Medication, form #525-13).
- Prescription medications must be provided in a container with the pharmacist's label attached and the name of the child and the dosing must be printed on the label.
- For the safety of your child, as well as other students at school, all medications must be delivered to the school by the parent.
- Under no circumstances will school personnel administer medication or allow children to take medication that does not follow the aforementioned rules.

ENTRANCE AND EXIT – Please make sure to follow the procedures and signs for entering and exiting the parking lot. All cars should enter from Travilah Road and exit onto DuFief Mill Road. This process should be followed both inside and outside of school hours. Cars coming in the exit have caused many near accidents. We have lots of traffic in our parking lot, and we want to make sure our pedestrians and vehicles are safe. In addition, please do not park on Dufief Mill Road at dismissal. If you want to walk up to meet your child, please park in the parking lot. Walking through the car pool lane is very dangerous!

WEAR SNEAKERS FOR SAFETY – Please send your children to school each day wearing appropriate shoes. They are running and playing at recess and/or have physical education. Many types of shoes slip off and may cause serious injuries. The rubber shoes (Crocs) are very soft, and the mulch from the playground can penetrate through the bottom of the shoe and hurt the child. Many children are tripping over their Flip Flops. Heelys are not permitted in the schools. Please think safety before fashion and save these types of shoes for times when children are not in school. Thank you.

PORTABLE COMMUNICATION DEVICES – Just a reminder, MCPS does not allow elementary school students to possess portable communication devices (pagers, cell phones, etc.) on school grounds without prior, written approval from the principal. This was stated clearly in the Discipline Policy that was sent home the first day of school. If your family has a special, emergency circumstance requiring your child to carry a portable communication device, please contact the principal. If a child has a phone, the teacher will turn it into the principal. Parents will be called to come and pick up the phone from the office. Thank you for your support.

NUT AND SEED FREE TABLE – We once again have an extra table in the cafeteria that is available for our children who are allergic to peanuts, tree nuts, and seeds. Should your child have a nut or seed allergy and you would prefer for your child to sit with his/her regular class, please send a note to the office/health room giving your permission.

REUNIFICATION PLAN – As part of our Emergency Crisis Plan, we have a section called School Reunification Plan. This portion of the plan will be put into place if we ever have an emergency situation and parents want to pick up their children rather than have them ride the bus. In order to maintain order and keep an accurate log of how students are dismissed, we will implement the following plan:

Parent Pick-up

Two tables will be set up in the All Purpose Room. Parents will enter the All Purpose Room through the door on the right (Door #2). The first table as parents enter the room will be the “Check In” table. They will fill out an index card with the names of the students they are authorized to pick up (*see below). Staff will verify identification (you will need to supply a photo ID) and check Emergency Information Sheets for authorization to pick up students named on the index card. (*If you have not turned in the yellow Emergency Information Sheets, please call the office. If your emergency information has changed, please notify the office in writing.) You will only be permitted to take children whose parents have listed you as one of their emergency contacts on the yellow emergency sheets.

Personnel at front tables will send staff “runners” to classrooms to gather students noted on index cards. Runners will accompany students to the AP room. They will bring the children to the “Sign-Out” table where adults will sign out all students. All adults and children will exit through the door in the AP room that is closest to Dufief Mill Road (Door #3).

Bus Transportation

When buses arrive to transport other children, all teachers will have prepared a stack of index cards with each student’s name pre-written. As children board the bus, the adult will write the bus number on the student’s card and collect the card.

Between the bus boarding cards and the car transport list, we should have an accurate accounting of how every student left the school.

*Sample parent “pick up” index card:

Mrs. Smith
Bobby Jones – Grade 1
Jeff Hoi – Grade 2
Cindy Lee – Grade 5

FIELD TRIPS – Due to contracts we sign with various field trip locations, most field trip fees are non-refundable should a child become sick and/or not be able to attend on the day of the trip. The cost of field trips can change from the amount charged to the student due to driving route changes, mileage adjustments, etc. Should you have any questions about a specific situation, please call Mrs. Lee in our main office.

TRAVILAH TREKKERS: A RECESS FITNESS ACTIVITY – This program is open to all students in Grades 1 – 5. During recess, the students are encouraged to run for a designated period of time around the bus circle. The students are monitored by staff members, who then record the data on student participation. The program began on Tuesday. The participation rate continues to climb! We hope this activity will encourage childhood fitness. Please remind your children that they must wear tennis shoes in order to participate. This program will continue throughout the school year. Those students who participated throughout the year at least 80% of the time will be awarded a Travilah Trekkers t-shirt! Feel free to practice running with your children at home!

INTERPRETERS – If you or a friend needs an interpreter for the November parent conferences, please send a note to your child’s teacher to inform the office as soon as possible.

AUTOMATED PHONE MESSAGES - Montgomery County Public Schools uses the Connect ED automated telephone message system. We have the same capability at Travilah. When you receive an automated telephone message, please do not hang up or just look at the caller ID, and then call us to individually give you the message. **Please listen to the message.** We do not have the staff to answer all of the calls and it defeats the purpose of the system which is to get you the information as soon as possible. Thank you for your help with this!

RETURNING TO SCHOOL AFTER ABSENCE - Did you know? A written note signed by a parent is required when a child returns to school from being absent. That note should be given to the child’s teacher who will send it to the office for record keeping. **Please note!** This is in addition to calling the school when your child is absent. Calling the school to notify us that your child will be absent eliminates the need for us to call you and check on your child. This helps all of us to know that your child is safe at home and not lost on the way to school. The phone call is not the official record. Therefore, we need a note for every absence when your child returns to school. Thank you for your support!

ATTENDANCE –ABSENT VS. TARDY

The definitions for half-day and full-day absences are taken from the Maryland Student Records System Manual. The definitions are as follows:

- Full-day Absence—Student is present less than two hours during the day
- Half-day Absence—Student arrives more than two hours late—a.m. absent or Student leaves more than two hours before the end of the day—p.m. absent or Student leaves school for more than two hours during the day—a.m. or p.m. absent
- Tardy—Student arrives within the first two hours of the day
- Early dismissal—Student leaves within the last two hours of the day

OFFICIAL RECORD	ARRIVES		LEAVES		
	DURING FIRST 2 HOURS OF DAY	MORE THAN 2 HOURS AFTER START OF DAY	MORE THAN 2 HOURS BEFORE END OF DAY	DURING LAST 2 HOURS OF THE DAY	FOR MORE THAN 2 HOURS DURING THE DAY
A.M. ABSENT		X			X
TARDY	X				
P.M. ABSENT			X		X
EARLY DISMISSAL				X	

HOMEWORK HOTLINE - Homework Help

Free homework help is available from MCPS-TV’s *Homework Hotline Live* (HHL). Students may contact the Hotline teachers Tuesday, Wednesday & Thursday. HHL is available on the phone 4-6 pm, and online 4-9 pm.

Ways to contact *Homework Hotline Live*

Phone: 301-279-3234

Web: AskHHL.org

Text message: 724-427-5445 (7244-ASK-HHL)

Email: question@AskHHL.org

Facebook: Facebook.com/AskHHL

Twitter: Twitter.com/AskHHL

Watch *Homework Hotline Live*, on MCPS-TV (www.AskHHL.org, Comcast channel 34, Verizon FIOS 36, RCN 89) from 4 to 6 pm. Questions received after 6 pm will be answered online.

Parents can follow *Homework Hotline Live* on Twitter (Twitter.com/AskHHL) and “like” HHL on Facebook (Facebook.com/AskHHL), to receive program updates.

KIDS COLLEGE AT MONTGOMERY COLLEGE - Montgomery College Workforce Development & Continuing Education YOUTH PROGRAMS is offering *KIDS COLLEGE*. These enrichment and advancement courses are for students in grades 4 – 12. These courses, held on the Rockville and Germantown campuses, cover a wide range of topics including: Algebra II, Geometry, Fundamentals of Drawing, Art Adventures, Art Extravaganza, Financial Fitne\$\$ for Teens, My Money Matter Z, Computer Programming, Keyboarding for Computers, SOS for Middle School Students, Teen Fiction Writing (online), Cartooning, Comics, and Manga and Writing Club for Creative Teens. Courses fill quickly, so register now! For brochures or registration forms, access our website at: <http://www.montgomerycollege.edu/wdce/youthpdf/kidscollege.pdf>

For additional information, contact YOUTH PROGRAMS office 240-567-7264 or 240-567-7917. **Asistencia en Español Disponible**

ONLINE RESOURCES ATTACHED - Each year, MCPS negotiates contracts to use Online Resources either county-wide or school-level wide. These resources are available to every MCPS student and staff member on the school computers under "Online Resources" or at home via the MCPS website---For Parents & Students---Online Services tab--- Homework Resources. This year elementary schools have many valuable websites at our fingertips, such as Pebble Go, SIRS Discoverer, Culture Grams, and Tumble Books. Not only are these sites approved for students as safe and reliable, but they have a wealth of information. The media center has provided staff with handouts for school use and home use, which includes logins and passwords for home use. Please emphasize this information with students. Happy Learning and Researching!

PLAYGROUND SUPER STARS – This recognition is given to students by our playground assistants during recess. The adults keep track of those students who, without being asked, help clean up the playground equipment and follow the rules. We hope that everyone will strive to be a playground super star!

PLAYGROUND SUPERSTARS – Weeks of August 27 – September 7, 2012

Grade 5: Haonan Qing, Jonathan Lee, Ryan Van Meter, Aakash Dutt, Aleksander Wroblewski, Danny Caputo, Mickey Santomartino, Anmol Singh, Aniyah Hester, Joseph Hachem, Ritik Singh, Benjamin Uscamayta

Grade 4: Adela Sheng, Joshua Hou, Harrang Khalsa, Ella Teichberg, Jacob Wolf, George Sellers

Grade 3: Liam Miller, Daniel Kwak, Brett Halpern, Shane Miller, Boris Rizberg, Divya Philipose, Justin DeLeon, Dylan Safai, Ayla Khorsand, Yolanda Li

Grade 2: Leah Pratt, Laney Meyer, Alexander Negussie, Kevin Sonntag, Adriana Cruz, Dhanya Philipose, Lillian Zhao, Nicole Yu, Liam Graham

Grade 1: Grady Sellman, Michelle Yu

Kindergarten: Derrick Doye, Garrett Valentine, Isaac Pipes, Naomi Negussie

P.E. CLASS OF THE WEEK – Week of September 3, 2012 Congratulations to **Mrs. Perel's class!**

P.E. STUDENT OF THE WEEK – Week of September 3, 2012 Congratulations to **Mick Shiflett** in Mrs. Perel's class.

P.E. CLASS OF THE WEEK – Week of September 10, 2012 Congratulations to **Ms. Hart's class!**

P.E. STUDENT OF THE WEEK – Week of September 10, 2012 Congratulations to **Dhanya Philipose** in Mrs. Hart's class!

SPECIAL DOLPHIN TALES THANK YOU TO:

- **Terri Stillwagoner** for organizing the Volunteer Breakfast!
- **Julianne Greene** for organizing the snacks for Back to School Night!

I have read the newsletter and would like to make the following comments or ask the question stated below:

Name: _____ Student's name: _____

Phone: _____