



The Bear Essentials Taneytown Elementary School

NOVEMBER 2013

Rose Mattavi, Principal
Stacy Kowalevycz, Assistant Principal



100 Kings Drive
Taneytown, MD 21787
Phone: 410-751-3260
Fax: 410-751-3532

School Hours:

8:05 School Doors Open to Students
8:35 Instructional Day Begins
3:05 End of School Day/Dismissal
8:35-11:05 PreK

Internet Address:

www.carrollk12.org/tes

Attendance Address:

TESattendance@carrollk12.org



Parents please take a moment to call the school and sign up for Parent/Teacher Conferences for either November 7th or November 13th.

Also, please read the information included in this newsletter on the proposed changes to the State of Maryland discipline regulations. This requires action from you to insure your concerns are heard.

Introduction to New Attendance Procedures

We began our new attendance notification service on October 28th. This service will automatically call you when your child has been marked absent from school. We ask that you please contact the school as soon as possible to verify the absence. If your child is absent and you call or email the school by 9:00 a.m., you will not receive a call. To report an absence via email, please use the Taneytown attendance email address as follows: TESattendance@carrollk12.org. Thank you for your assistance!



MARK YOUR CALENDARS

PICTURE RE-TAKE DAY – WEDS. NOVEMBER 13TH.

Fri. Dec. 6th the TES Family Craft Night. Come have fun and make crafts with your children. All craft materials will be provided by Taneytown Elementary School. We look forward to a creative and fun-filled evening. More details will be coming home soon.



Sat. Dec. 7th Taneytown Tree Lighting Ceremony

TES Chorus students will perform at the Taneytown Tree Lighting Ceremony on Sat. Dec. 7th at 5:30pm at the Police Station.

The **TES FOOD PANTRY** times are from 4:45-6:00pm on Nov. 5th, Nov. 19th and Dec. 3rd.

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2h 45min. Early Dismissal-12:20pm

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.

CALENDAR



November

- 01 Third Marking Begins.
- 05 SPIN – (5:00-7:00pm)
Food Pantry – 4:45pm-6:00pm
Report Cards Distributed
- 07 **Parent/Teacher Conferences (4:30 – 7:15pm)**
2nd Dose of Flu Mist
- 11 Veterans Day
- 11-15 National School Psychology Week
- 12 PTO Meeting – Media -6:00pm
SPIN – (5:00-7:00pm)
- 13 **Picture Re-Take Day**
Parent/Teacher Conferences – (4:30pm – 7:15pm)
Volunteer Training 4:00pm and 7:00pm
Board of Ed Mtg. – 5:00pm
- 17-23 American Education Week
- 19 2nd grade Social - (6:30pm-7:30pm)
- 19 Food Pantry (4:45pm-6:00pm)
SPIN – (5:00pm-7:00pm)
- 27 **2 hr 45 min Early Dismissal for Schools/Offices-12:20pm**
No PreK Students – Last Day before Thanksgiving Holiday
- 28-29 **Schools/Offices Closed Thanksgiving Holiday**

December

- 2 Schools/Offices – Reopen
- 3 Food Pantry - (4:45-6:00pm)
- 6 **2hr 45min Early Dismissal-Elementary Students-No Pre-K**
Family Craft Night @ TES
- 7 Tree Lighting Ceremony - Taneytown Police Station 5:30pm
- 10 SPIN – (5:00pm-7:00pm)
- 11 Board of Ed Meeting – 5pm
- 17 SPIN – (5:00pm-7:00pm)
- 23-31 **Schools/Offices Closed – Winter Holiday**
- Jan 1 **Schools/Offices Closed – New Year's Day**
- Jan 2 **Schools/Office Re-Open**

Lunch Prices

- Breakfast: **Free for all students**
- Lunch: \$2.25 Regular Price \$.40 Reduced Meal Price
- Milk: \$.50
- Ice Cream: \$.75

Proposed Student Discipline Regulations

The Maryland State Board of Education has drafted a Student Code of Conduct and is proposing new student discipline regulations that, if adopted, would apply to every public school system in Maryland. Currently, student disciplinary policies and regulations fall under the sole authority of the Board of Education of Carroll County. The adoption of these new regulations would move that authority from the local school system to the State Board of Education.

The Board of Education agrees with the philosophy that, whenever possible, students should receive their instruction in school. However, we also feel strongly that chronic disruptive and threatening conduct by students should result in out-of-school suspensions and those students should receive their education in an alternative setting.

In short, the Board of Education feels that the draft Student Code of Conduct and the proposed regulations would make our schools less safe and less orderly.

Our specific concerns are as follows:

- Disciplinary policy should remain under the total authority of the local Board of Education, not the State Board of Education.

- Under the draft Student Code of Conduct and the proposed student discipline regulations, our schools will be less orderly and less safe as repeated disruptive offenders will be more likely to remain in school. Examples include:
 - **Repeated and deliberate harassment of a peer** – Currently the student could receive a 10-day out-of-school suspension. Under the draft Student Code of Conduct, possible consequences could be that the offender writes an apology, is offered mediation with the victim, visits the school counselor, or in extreme cases receives in-school suspension up to 4 days.
 - **Second drug possession offense** – Currently the student would receive a 10-day out-of-school suspension with a recommendation to the superintendent for an extended suspension and is ineligible for extra-curricular activities. Under the draft Student Code of Conduct, a second drug possession offense could receive one of the following consequences: community service, in-school suspension, mentoring program referral, or short term in-school suspension (1-3 days).
 - **Repeated classroom disruption** (harassment, class cutting, insubordination, classroom disruption) – Currently the student could receive a 10-day out-of-school suspension with a possible request to the superintendent for an extended suspension. Under the draft Student Code of Conduct, this offense could receive one of the following consequences: community service, in-school suspension, mentoring program referral, or short term in-school suspension (1-3 days).
 - **Repeated verbal threats to staff** – Currently the student would receive a 10-day out-of-school suspension with a possible request to the superintendent for an extended suspension. Under the draft Student Code of Conduct, this offense could receive one of the following consequences: community service, in-school suspension, mentoring program referral, or short term in-school suspension (1-3 days).
 - **Weapon violations** – Currently the student would receive a 10-day out-of-school suspension with a possible request to the superintendent for an extended suspension. Under the draft Student Code of Conduct, this offense could receive one of the following consequences: community service, in-school suspension, mentoring program referral, or short term in-school suspension (1-3 days).

While the draft Student Code of Conduct is not yet publically available, we strongly encourage you to look at the proposed regulations. You can view them in the Maryland Register at the following link <http://www.carrollk12.org/Assets/file/CCPS%20News/MdRegisterDiscRegs.pdf>. In addition, for your convenience, you can view a copy of the Board of Education's letter to the Maryland State Board of Education at the following link: <http://www.carrollk12.org/Assets/file/CCPS%20News/StateBoardLetter-DisciplineRegs.pdf>.

Please consider sending feedback to the State Board of Education. They are accepting feedback through November 4, 2013. Final action on these regulations will occur on December 10, 2013.

- To send comments to the State Board of Education:
 - Email murphy@msde.state.md.us, or
 - Write to Robert A. Murphy, M.Ed., Specialist, School Completion, Discipline, and Alternative Programs, at Maryland State Department of Education, Division of Student, Family and School Support, 200

- West Baltimore Street, Baltimore, Maryland 21201, or
- o Call 410-767-0305 (TTY 410-333-6442), or

- Send your comments to the Board of Education of Carroll County at feedback@carrollk12.org

For your convenience, we have provided a sample letter that you may wish to use with your feedback.

Dear Members of the State Board of Education,

I am writing to oppose the adoption of the proposed student disciplinary regulations. It is my strong feeling that local Boards of Education are elected to develop and enforce policies that affect students who attend local public schools. Please do not take this authority away from those local officials who we entrusted to keep our schools safe. I oppose the "one size fits all" approach to mandatory state controlled consequences for improper student conduct.

Please do not adopt these proposed regulations.

Signed

Steve



Stephen H. Guthrie
 Superintendent of Schools
 Carroll County Public Schools
 125 North Court Street
 Westminster, MD 21157
 410-751-3128 v 410-751-3030
shguthr@carrollk12.org

Volunteer Training – TES Weds. Nov. 13th at 4:00 and 7:30pm

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. You are encouraged to attend a training session as soon as possible. You must be on-time or entrance will be denied.

Annual Regional Night

On January 16, 2014 Francis Scott Key will be hosting our annual Regional Night. Elmer A. Wolfe, Runnymede, and Taneytown Elementary Schools, as well as New Windsor and Northwest Middle Schools will be attending the event. Also joining Regional Night will be Superintendent Steve Guthrie who will be sharing his Vision Plan for 2018. Each school's chorus and band will be performing individually, and then in a combined performance. Artwork from each school will also be on display. Visitors will be able to participate in informative workshops such as: transitioning to and from elementary, middle, and high school, paying for college, internet safety, and ways to keep our community safe.

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 8:35 a.m. - 3:05 p.m. Students are expected to be in their homeroom and seated by 8:35, when morning announcement begin. Students arriving after 8:35 will be considered tardy. If the student arrives after 8:35, a parent/guardian is required to bring the student into the office to sign the student in. Dismissal time for students is 3:05. Students who are dismissed any time prior to 3:05 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.

Dismissal Change Reminders

Any change in dismissal should be in writing the morning of the change. If the change needs to be made during the school day, please notify the office via a fax and a follow-up phone call to verify that we received the fax. For security and safety purposes, the school cannot accept a phone call asking for a dismissal change. Of course, in the event of a true emergency, we will assist you any way we can.

The office is a busy place at the end of the day. Unexpected, last-minute changes create unnecessary havoc. Our goal is to keep your student safe and to arrive home safely. We appreciate your 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. Please refer to the paragraphs below for updated **CCPS** School Visitation Guidelines.

- **Classroom Visits:** Any person wishing to observe a class in which their child is in attendance shall arrange the visit in advance with the teacher and/or principal. Visitor's must remain seated in a designated area and are not permitted to speak with staff or students during class. Questions for the teacher must be scheduled for a separate appointment. Classroom observations shall last no longer than two (2) hours, include no more than two (2) individuals at a time, and be limited to one (1) time per marking period. If a representative of the family (advocate, attorney, etc.) is observing, that visit shall count as the quarterly observation. The class may not be videotaped or audiotaped, and no pictures may be taken. Cell phones, laptops, and other technology may not be used during the visitation. Students not enrolled in CCPS are prohibited from visiting or shadowing other students while school is in session.
- **Lunch Visits:** Parents/legal guardians who wish to eat lunch with their child in the lunchroom shall sign in at the office. Parents/guardians who bring food for their child shall not bring food for other students or share food with other students. If an adult other than the parent/guardian wishes to visit during lunch, the adult must have the written permission from the parent/guardian. Visitors are discouraged from bringing younger children with them to the school.

School administrators may terminate a visit when a visitor interrupts instruction, distracts students or staff, or interferes with other students' right to privacy.

Please don't let this deter your visit. These county guidelines are only to assist in providing a safe and secure environment for your children. Your visits are always welcome!

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 2013-2014 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 and a new number will be assigned. Expired pink colored pick-up numbers will not be valid.**

Emergency Card

At the start of the school year each student is allowed ONE emergency card which is to be completed and signed by the parent with primary physical custody. In the case of joint custody, the emergency card is completed by the parent at the address to whom the child registered for school. 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.

CCPS Home Access Center Information

Are you utilizing the Home Access Center? If not, here's what you're missing ... the opportunity to view information about your child, the option of an email when your child is absent, your child attendance.

If you have not yet registered, we encourage you to do so by visiting the CCPS website at www.carrollk12.org and clicking the Home Access Center link (in the Quick Links Section). From there you will click the "Request Password" link and follow the directions on-screen. If you have any questions or problems, please review the User Manual/FAQs.

No Child Left Behind Update for Parents

Sweeping federal legislation for education entitled, "No Child Left Behind", is now in effect across the country. Part of this new legislation requires that all school systems increase the number of highly qualified teachers employed by each school district.

This new legislation also increases a parent's right to know more information about teachers, including, a teacher's Maryland State Department certification and the teacher's college major and degree. If you would like information regarding your child's teacher, please write to:

Clyde Sterner
Carroll County Public Schools
125 North Court Street
Westminster, Maryland 21157

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 primary talent development for grades K- 2. Look for more information concerning the upcoming Gifted and Talented Education Program Orientation Night.

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 holds it's regular monthly meeting on Wednesday, September 11, 2013 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 Comm. & 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.