

# MOFFITT ELEMENTARY NEWSLETTER

**OCTOBER / NOVEMBER / DECEMBER 2010**

Sheila Minney, Principal

1544 5<sup>th</sup> St., Springfield, OR 97477

(541) 744-6399

Hello Moffitt Families,

It's been a great beginning of the school year. I am always amazed at the level of excitement and learning occurring in the classrooms. We have some very dedicated and skilled staff at Moffitt No Excuses University. I would like to say "thank you" to all the parents for your support in making the beginning of the school year run smoothly. Together, we will make a difference.

One of Moffitt's big goals this year is to increase the family involvement in our school. We have many ways families can help out. There are several parent leaders who are helping lead the charge. If you are interested in getting involved please contact our Family Center Coordinator, Nancy Anderson. Our first Family Involvement Team meeting is scheduled for October 28<sup>th</sup> from 6:30 – 7:30. Hope to see you there.

As you may know, I am expecting a little girl on October 19<sup>th</sup>. Dave Hubert, assistant principal at Hamlin Middle School, will be the interim principal during my absence. Even though I will be on maternity leave, you can expect me to be in and out of the building. I just can't stay away! Enjoy the fall season and please feel free to contact me through the school.

Warmly,  
Sheila Minney  
Principal

## Calendar of Events

### **OCTOBER**

22<sup>nd</sup> Collaboration Day – No School for Students  
28<sup>th</sup> Moffitt PTO Meeting-6:30-7:30pm

### **NOVEMBER**

4<sup>th</sup> & 5<sup>th</sup> Grading and Conference Day  
7<sup>th</sup> Daylight Savings ENDS – Clocks BACK One Hour  
11<sup>th</sup> Veteran's Day – No School Holiday  
12<sup>th</sup> No School Due to Budget Cuts  
25<sup>th</sup>-26<sup>th</sup> Thanksgiving Holiday-No School

### **DECEMBER**

3<sup>rd</sup> No Students – Grading Day  
20<sup>th</sup>-31<sup>st</sup> Winter Break – No School



"We are committed to creating a school that  
knows no limits to the academic success of  
each student."  
*No Excuses University Pledge*

**FROM THE CAFETERIA.....**

We welcome visitors to have breakfast or lunch with students.

Adult meals must be paid at the time they are eaten.

We cannot make exceptions and the money cannot be taken out of a student's account.

Breakfast and Lunch money must be paid **in advance**.

Students are allowed only three charges to their account before being served an emergency modified lunch.

<u>Breakfast</u>	<u>1 day</u>	<u>5 days</u>	<u>10 days</u>
Student Paid	.95	4.75	9.50
Adult Paid	1.80	9.00	18.00
Milk/Juice	.40	2.00	4.00
<u>Lunch</u>	<u>1 day</u>	<u>5 days</u>	<u>10 days</u>
Student Paid	2.00	10.00	20.00
Student Reduced	.40	2.00	4.00
Milk/Juice	.40	2.00	4.00
Adult Paid w/Milk/Juice	3.00	15.00	30.00

**Moffitt Elementary School Hours**

**Regular Schedule**

Breakfast served – 8:00 am

Doors Open – 8:28 am

School Starts – 8:35 am

School Ends – 2:45pm

**Kindergarten Regular Schedule**

AM Start – 8:35 (breakfast & doors open as regular schedule)

AM End – 11:10

PM Start – 12:00 (kids arrive by 11:55)

PM End – 2:45

***INFORMATION FROM THE DISTRICT –***

*In order to more efficiently serve parents and patrons, the Springfield Public Schools website has been updated to include information, in part, pertaining to annual parent/student notification such as Student Responsibilities & Rights Handbook, A Note to Parents About Directory Rights, Parent Notice Concerning Student Records, HIV/AIDS Curriculum Announcement, Teacher Qualifications, Parent Review of Materials.*

*To review the above information, please access the website at [www.sps.lane.edu/parentrights](http://www.sps.lane.edu/parentrights).*

*Más servir eficiente emente padres y a patrocinadores, el Público de Springfield Educa sitio web ha sido actualizado para incluir información, en parte, perteneciendo a notificaciones anuales de padre/estudiante como Estudiante Responsabilidades y Guía, Nota de Padre Con respecto a Registros de Estudiante, Plan de VIH/AYUDA Anuncio, el Maestro Requisitos, y Revisión de Padre de Materials.*

*Para revisar la información anterior, por favor acceda al sitio web en [www.sps.lane.edu/parentrights](http://www.sps.lane.edu/parentrights).*

## **MEDICATIONS AT SCHOOL**

Should your child require medication at school, whether it is aspirin or insulin, a one-time dose or a daily requirement, there are certain steps that must be followed:

1. The medication must be taken to the office by an adult in an ORIGINAL container. You may request a spare prescription bottle from your pharmacist. This includes over-the-counter medication.
2. Prescription drug labels must include the date the prescription was filled, the student's name, physician's name drug name and dosage, and instructions on when and how to give the medication.
3. All medication must be signed in on a MEDICATION PERMISSION FORM, available in the office.

## **ATTENDANCE, ABSENCES & TARDIES**

Regular attendance enhances school success and builds reliability and responsibility. Since we are concerned about your child when s/he is absent, PLEASE CALL TO REPORT THE REASON FOR YOUR CHILD'S ABSENCE. A voicemail system will take a message when our office is closed. If you do not call, the absence is considered unexcused. Under Oregon Law 339.065, a principal may excuse absences for sickness, emergencies and other reasons with advance notice.

If your child is late for class or tardy (arrival at or after 8:35am) please call the office or send a note in order for the tardy to be considered excused. Have your child first report to the office before going to the classroom to get a hall pass. This builds responsibility and accountability for your child in his/her "job" of coming to school and assists us in accurate attendance records.

## **VISITING SCHOOL**

Parents or guardians of children attending school are invited and encouraged to visit the school. All visitors, including parents, must sign in at the office and receive a visitor's pass. For everyone's safety we must know who is in the building and on the grounds at all times.

Teachers are busy working with students. Please enter and take care of your business with the least possible disruption. Please realize the teacher can better talk with you after class.

## **INJURIES – SICKNESS**

Your child should come to school well enough to participate in the total school program. For the well-being of others, please keep sick children at home. Should your child become ill or have a serious accident, we will attend to the child's immediate needs-administering first aid only, and then proceed as follows:

1. We will do our best to contact you.
2. If you cannot be reached, we contact the emergency numbers you have provided. REMEMBER to let us know when emergency numbers change.
3. If the people you listed cannot be reached and your child is believed to be *at risk*, we will take your child to your family physician or the hospital. We have a signed permission slip for emergency medical treatment on file in the office area for each student.

*It is the policy of Springfield Public Schools and its Board of Education that there will be no discrimination or harassment on the grounds of race, color, sex, marital status, sexual orientation, religion, national origin, age or disability in any educational programs, activities or employment. Persons having questions about equal opportunity and/or nondiscrimination should contact the Director of Human Resources at 525 Mill Street, Springfield, OR 97477. Contact Phone: (541)726-3203.*