Welcome to Mrs. Miller's Welcome to Mrs. Miller's Parent Survival Guide The most important information to help you survive the first week and beyond!

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Mill Creek Elementary's



Open House 2021-2022

When do I met my teacher? August 2, 2021

Last Names Ending in A-H :3:00-3:45

Last Names Ending in I-P : 4:05-4:50

Last Names Ending in O-Z : 5:10-5:55

Due to limited parking. PLEASE adhere to time frame listed.



Parent/Teacher Communication

Before, during, and after school:

My Email: mcmiller@madisoncity.k12.al.us

Office Phone: 256-774-4690

Text me: You've got my number!

Text messages are good for urgent information and questions

before, during and after school.

Seesaw Daily Glows and Grows:

Glows and Grows will be posted each day on the Seesaw App through Inbox Messages and Student Journal. This will be our primary method of communication, and should be checked daily. Students will also post pictures and videos of what they are doing in class each day through the Seesaw App. This will give you a window into our classroom everyday! Likes and comments are encouraged!

Weekly Newsletter:

These will be posted on my website <u>Mrs. Miller's Webpage!</u> and sent through the Seesaw App. This will update you on weekly learning targets, class & school events, and classroom needs. Let me know if you need a paper copy, and I'll be glad to print one for you.

<u>Classwork and Assessments:</u>

Classwork will be contained in notebooks and portfolios throughout the year. They will be shared at conferences, posted on the Seesaw App, and compiled for you at the end of the year.

Mailbox Folder:

The mailbox folder will be sent home once or twice a week and will contain schoolwide flyers that may need to be signed and returned to school. Because this is not daily, I will always let you know when you need to check for your mail!

If you have lunch or any other money to be sent into school, please place it in a LABELED envelope or ziploc bag.

First Week Schedule and

Morning Drop-off

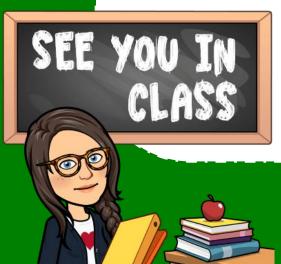
A/B Schedule:

A- Girls Only Wednesday, August 4 B- Boys Only Thursday, August 5 All students begin full time on Friday, August 6 You may walk your child to class during the first week, and begin regular drop-off procedures no later than Monday.

Arrival Time:

Morning drop-off begins at 7:10. K students wait in the hallway with on duty teachers after drop-off, and are taken to their classrooms at 7:25. Students are marked tardy at 7:45.

Please arrive on time each day.







How do I make sure that my child gets home safely?

<u>Complete the Transportation Form:</u> Be sure to complete the Transportation Google Form. Include how your child will go home on the FIRST DAY and how they will get home the REST OF THE YEAR. The link to the transportation form is in the your welcome email! Make sure your child also knows how they will get home. Pin it to their backpack each day until they are confident. I will check and re-check this!

Car riders: Pin your child's carline number onto their backpack and be sure to have the number on your car visor in car line. Practice these numbers at home! Kindergarten families will need to pick up a carline tag in the media center. Please bring your identification. If you cannot make it to Open House, you may pick up your carline tag on August 3rd from 8:00 A.M.-3:00 P.M. If you are picking up your child in the carline, you must have a 2021-2022 carline tag.

Bus riders: Pin your child's **bus number, name, address, subdivision, and phone number** onto their backpack. Get to know your bus driver and practice these numbers at home!

At this time, students are required to wear masks when riding the bus.

Bus information can be found on Madison City Schools Transportation page. Our lead bus driver will be in the cafeteria at Open House if you have any questions.

Van riders: Pin your child's van name on their backpack.

Extended Day: Pin an extended day tag on your child's backpack and make sure your child knows they go to extended day before you pick them up.

If there is a change:

If there is a change: <u>ALWAYS</u> send me a text or Seesaw message and BE SURE to update in school dismissal. If possible, be sure to let your child know about the change. If it is a last minute change, please update in school dismissal prior to 1:00. This will inform me of the change.

Try to be as consistent as possible. Only make changes if it's absolutely necessary.



Absences

Alabama state law requires that students are present during school hours. Parents will be notified of student absences by an automated telephone system and by written notification according to the following guidelines: An automated telephone call will be made after each absence.

A letter will be sent home after a student has accumulated five **unexcused** absences.

After the seventh **unexcused** absence, a petition will be filed by the system's attendance officer to the District Attorney's office.

A written explanation must be provided within three days of the absence to be accepted and coded excused. Please refer to the attendance section in the Student Code of Conduct and Parental Reference for any other concerns you may have about the attendance policies.

If a child is absent more than 15 days, the Alabama State Department of Education considers him/her to be chronically absent. Points are taken away from the school on the A-F Accountability Report Card for EACH child who has 15 absences or more each school year, no matter the reason for the absence.

This year, all parent and doctor notes for absences must be sent to the following e-mail: <u>mcesattendance@madisoncity.k12.al.us</u>

You will get a notification that your note was received. Notes will not be accepted by teachers via e-mail, text, Seesaw, Class DoJo etc. If the school needs clarification on a note, you may be asked to bring in the original copy of a doctor's note.

Tardies

Administration will monitor tardies and schedule conferences as needed. It is very important that your child be present at the beginning of the school day. Instruction begins at 7:40 A.M.



Medication Drop-off

Nurse Erin will be available to drop off medication:

Monday, August 2nd 9:00 A.M.-12:00 P.M. and at Open House.

Prescription Medication will not be accepted without a physician's order.

All medications must be signed in by a parent. DO NOT send medication with your child to the nurse.

If you had medication and/ or a healthcare plan last year and require it again this year, it needs to be updated with new orders and signatures dated for the school year 2021-2022.

As we navigate the new PowerSchool documentation system, please have patience as healthcare plans will have to be completed from scratch.



Lunch:

Each child is given a lunch account number. I will send it to you as soon as I receive it. Practice this number at home! They'll need to know this number whenever they purchase food from the cafeteria. You can put money into their account by sending cash, writing a check to The Mill Creek Cafeteria, or making payments through Paypams.

At this time, parents are not allowed to join us for lunch. I will notify you if this changes.

In the cafeteria:

Students can bring a lunch from home or purchase a lunch from school. Menus are available at the <u>Mill Creek Website!</u> under "Nutrition". Students can purchase individual cartons of milk as well as snack items from the cafeteria. You may purchase ice cream for the class on your child's birthday.

Afternoon Snack

Students will need to bring a small, healthy, non-refrigerated snack and drink from home EVERYDAY. Practice opening containers at home!



Duration:

We'll rest for about 20 minutes at the beginning of the year. Kindergarten can be exhausting for little ones at first, so I make sure to provide some down time everyday! This will transition into quiet reading/down time as the year progresses.

What to send:

Folding vinyl or cloth mat.

Please no sleeping bags (They are very hard to store!)

Mat Cleaning:

Cloth mats will be sent home each week to be washed and returned. They will be stored in individual lockers.

Supplies

- 13-ring binder (1 inch, clear view front)
- 3 Journals, Primary, Grades K-2, 100 Sheets
- 6 Glue Sticks, Washable, Small, 0.21oz (Elmer's)
- 6 Glue Sticks, Washable, Large, 0.77oz (Elmer's)
- 1 Notebook, Composition, Wide Ruled
- 4 Crayons, 24 Count (Crayola)
- 1 pack Dry Erase Markers, Chisel Tip, Classic Colors, 4–Count Pack (Expo)
- 2 Markers, Washable, Broad Line, 8 Count (Crayola)
- 1 Paint Set, Watercolor, 8 Colors (Crayola)
- 2 packs Pencils, Yellow #2, Pre-sharpened, 12 Count (Dixon Oriole)
- 1 Scissors, Blunt Tip, 5"
- 1 Supply Pouch, Zipper, with 3-Ring Grommets
- 1 Cloth Rest Mat
- 1 pair of Headphones

