



The Eagles Perch

September 2011

Robin L. Malcotti, Principal

Office Phone: 301-279-8465

Health Room 301-279-8534

Nora Jones, Assistant Principal

Weather Line: 301-279-3673

Lakewood School website: www.montgomeryschoolsmd.org/schools/lakewoodes/

FROM THE PRINCIPAL'S Corner



Dear Lakewood Family and Friends,

A Big thank you to the many Lakewood parents and families who attended our annual Back to School Night. It was so great to see you all! Next week, we have our first 2011-12 PTA meeting on Tuesday, October 4th. It will start at 7:00 pm. Childcare will be provided.

Another important Fall event highlight is our annual Fall Festival. We will be having our Fall Festival on Friday, October 14th, from 5:30 - 8:00 pm. Please be sure to check our Lakewood PTA E blast for updates regarding the event.

Wishing you all a very fun filled fall season.

Warm regards, Mrs. Malcotti

From the Eagles' Perch

Safety First!! By Ms. Jones

We are off to a great start with student safety during arrival and dismissal. After a few tears on the first days, all students know where to report for their line-up when they enter the building.

We recognize the excellent behavior of our walkers and bus riders.

Safety patrols and students are doing a great job! Outstanding riders and walkers are recognized as "stars" each week.

Car drivers, please continue to pull up to the furthest yellow signboard.

In this way we can exit five or six cars at one time and no one will have to wait in line very long. Under no circumstance should a car pass another in the

'kiss and go' line. This is a safety risk for the students and drivers in both cars.

For your child's safety, all should exit their cars on the passenger side.

If you choose to park at the church lot and walk, you must use the sidewalk. It is not safe for walkers to cross the bus circle. Buses enter and depart frequently and quickly.

You are always welcome to park your car in the staff lot and walk your child across the parking lot to the main sidewalk. If we continue these practices, we will have a very safe school year.



TRANSPORTATION REMINDERS!!!!*

- PLAY dates are not a reason for a change of transportation request. This is MCPS bus policy.
- All requests for changes must be made to the office in writing. The turnaround time is 24 hours. The note must have Mrs. Malcotti's signature.
- If you have additional questions or comments, please contact the school or our cluster transportation coordinator Deborah Lewis. Her phone is 301-670-8273.



Please be sure to check out Lakewood Elementary School Website for very important information.

www.montgomeryschoolsmd.org/schools/lakewoodes/
PTA NEWS!

Stay Connected...Join the Eagle E-mail Blast! The Lakewood PTA maintains a broadcast e-mail system for distributing reminders, updates, and last minute information to parents/guardians about the activities of the school, notices regarding events at the school, as well as updates of interest about issues regarding our school.

The Executive Board of the PTA encourages every family, whether a member of the PTA or not, to

subscribe to Eagle Mail. Eagle Mail, along with our newsletter, and our website, allows us to keep you informed and up-to-date!

HEALTH CORNER: If you need to speak with the school nurse or health technician, please call The Health Room directly. They may now be reached



at 301-279-8534

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 problem. 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 of this procedure: **No** medication (this includes over-the-counter items, i.e., cough drops, aspirin) will be administered in school or during school-sponsored activities without the parent **and** physician's written authorization. The parent and the child's physician are required to complete an **Authorization to Administer Medication (Form #525-13)** for each medication requested to be administered at school. The parent is to complete Part I of this form and is responsible for obtaining the physician's statement, Part II. Medication cannot be administered to a student if the form is incomplete. These forms are available in the health room. Prescription medication must be provided in a container with the pharmacist's label attached. Non-prescription (over-the-counter) medication must be in the container with the manufacturer's original label. Physician samples must be appropriately labeled by the physician. For the safety of your child, as well as other students at school, all medication must be delivered to school by the parent. Under no circumstances will school personnel administer medication brought to school by the student. The first day's dosage of any new medication must have been given at home before it can be administered at school. Please feel free to contact Mrs. Soheila Tabrizi, health room technician, if you have any questions regarding these procedures.



Food Allergy Alert!!! Peanut/Food Allergies: How can we all help?

Many of our students have severe peanut or other food allergies. At Lakewood, we do not isolate these children at a separate table in the cafeteria. However, we designate the end of a classroom lunchroom table for a "peanut-free" area.

Children can support their classmates with allergies by following these rules:

- Move away from a friend with a peanut allergy if you have peanut foods in lunch.
- Do not share food with anyone. Keep food on napkin place mat or lunch tray.
- Keep hands to self. Food allergies are serious.
- Say "no" to teasing and tricks.
- If your friend has an allergic reaction or seems ill, tell an adult quickly.

Please discuss these rules with your children so that all children can be safe and enjoy lunch together.

Automated Phone Messages!
Montgomery County Public Schools uses the Connect ED automated telephone message system. We have the same capability at Lakewood ES. 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!



Eagles Eatery - For

nutritional and allergens information on our cafeteria menu, please log on to www.mcps.k12.md.us/ then click on the tab "For Parents." Then find Menus, on the left hand of the page find Menu Information, click Nutrition and Allergy Information. Parents, please remember to include your child's birth name (no nicknames) and lunch pin number, (NOT SCHOOL ID#). Please make your checks out to Lakewood Cafeteria and write your child's complete name and Cafeteria SNAP account on the memo line of your check.

LUNCH MONEY ONLINE!

"myLunchMoney.com" is a new service to make prepayments to the cafeteria account that is secure, private and convenient. Simply go to www.myLunchMoney.com to enroll and start using the site to deposit funds into your child's café account. Once your account is established, you can check balances and fund the account anytime from your computer. Your child's information is safe and personal and payment card information is protected by the most advanced Internet security. There is a \$1.95 convenience fee per transaction. Using myLunchMoney.com is optional for families interested in this service. Should this not be for you, you can still send checks or cash to the school.

Cold Spring ES

Highly Gifted Center

Application Process (for present 3rd Grade Students only)

Applications are directly mailed to all homes of Grade 3 students. Completed applications must be returned to the DCCAPS office no later than November 7, 2011. Applications received after that date will not be accepted.

There will be two parent/guardian information meetings about the HGC on the following dates beginning at 7:00 p.m. The same information will be presented at each meeting. Feel free to go to the one most convenient for you.

October 3, 2011

Parent/Guardian Information Meeting
at Northwest High School, 13501 Richter Farm Road, Germantown, Maryland 20874

October 10, 2011

Parent/Guardian Information Meeting
at Wheaton High School, 12601 Dalewood Drive, Silver Spring, Maryland 20906

Johns Hopkins Center for Talented Youth Program Talent Search Information (for grades 2-6)

A limited amount of Talent Search brochures and applications can be found in the front hallway. Look for the white envelopes labeled Smart Kids Need CTY. This is a private program. MCPS schools just disseminate the information. To learn more about the CTY program and/or download an application, visit their website www.cty.jhu.edu.



Safety Corner - Wear Sneakers for Safety!

Please send your children to school each day wearing sneakers! The children are running and playing at recess and/or have physical education. Other types of shoes slip off and may cause serious injuries. Think safety before fashion! Thank you!

School Safety - In our ongoing effort to provide a safe and orderly environment for students, staff, and parents, please make sure to sign-in and out of the office. In the event of a "Lockdown," (new name for code Red), "Shelter-In-Place," (new name for Code Blue), or fire drill, the sign in list will enable us to make sure we account for everyone in the building.

Please take note of the important safety information for a parent/child reunification plan.....

A parent reunification plan is part of our Emergency Crisis Plan. This portion of the plan will be put in place if we ever have an emergency situation and parents want to pick up their children rather than have them ride MCPS busses. In order to maintain order and keep an accurate log of how students are dismissed, we will implement this plan:

- Tables will be set up alphabetically by your child's last name in the gym.
- Staff will be assigned to verify identification and check all Emergency information sheets for authorization to pick up students.
- Parents can only pick-up children whose parents have listed you as one of their emergency contacts on the yellow emergency sheets. No exceptions will be permitted.
- School Personnel will be sent as "runners" to the classrooms to gather students. They will accompany students to the gym to the sign-out area of the gym.
- All adults and students will exit through the gym doors in the back of the gym.

Thank you for your attention to these important safety procedures!

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.

Email Addresses: In our efforts to become more "green" in our communication this year, we will be sending most of our information to families electronically. Please email your child's homeroom teacher so she receives your correct email addresses. Once the teacher has all her/his families' email addresses, we will combine the lists and have a school-wide distribution list. Thank you for helping us with this new process.

Emails to Teachers - Staff read their emails daily and will respond within 24 hours. On any given day, however, a teacher may not have time during the student workday to read his/her email. Please do not email crucial information midday and expect the teacher to respond while the children are still present. (e.g., changes on how your child goes home.) If an emergency arises, please call the office.



Portable Communication

Devices - Just a reminder, MCPS does not allow elementary school students to possess portable communication devices (cell phones, pagers, etc.) on school grounds without prior, written approval from the principal. If your family has a special circumstance requiring your child to carry a portable communication device, please contact the principal in writing.

Donations Welcome! - Please feel free to donate germicidal wipes to the school! We will use them to wipe down door knobs and various surfaces as needed. Tennis Balls are also in great need.

Thank you for helping us out!



A Few Lakewood Office Housekeeping Items

Visitors Sign-In - Parents, you must always come into the main office and sign in. Please remember to bring your license and/or ID with you to be signed into our New Visitor Management System. (VMS)

If you are coming in to volunteer in a classroom, you must sign in and put on a sticker so that all staff and students know that you're visiting. If you need to meet with a teacher, you must have an appointment. Please do not interrupt a teacher during schools hours to try to speak to him/her about your child. When you leave, please be sure to stop back through the office so that you may be signed out by our staff.

- All changes in after school dismissal plans must be made in writing to the teacher and sent in the backpack. Any bus change requests require a 24-hour notice to Mrs. Malcotti or Ms. Jones Administration must approve all EMERGENCY bus changes. Remember this is not for a play date. Please do not call the office.
- Forgotten items brought to the office from home such as lunches or glasses must be labeled with student name and teacher.
- All changes in student information should be in writing. Address changes must be accompanied by a copy of new lease/or settlement papers.

COUNSELOR'S CORNER

Dear Lakewood Families;

Red Ribbon Week is October 23rd to October 31st. This is a time for schools and communities across the nation to focus on drug and alcohol abuse prevention, and making good choices. This year, being bully free has also been included as a part of Red Ribbon Week. At Lakewood, students will be participating in activities in their classrooms to celebrate being drug-free and bully-free. The themes below have been chosen for this year; please encourage your child to dress up.

Monday, October 24th: "Pledge Card Day" Students will complete pledge cards symbolizing their choice to be drug-free. Students will also receive a red ribbon to wear on their shirts all week. The red ribbon will be numbered so the students may participate in a raffle.

Tuesday, October 25th: "Wear Red Day" Students will wear "red" clothes in honor of red ribbon week.

Wednesday, October 26th: "Team up Against Drugs Day" Students will wear their favorite sports apparel.

Thursday, October 27th: "Count on Me to Be Drug Free Day" Students will participate in an estimation contest. They will guess how many red candies are in the candy jar. The winner will keep the candy filled jar.

Friday, October 28th: "Stick to a Healthy Life Day" Students will wear a themed sticker that celebrates being bully - free.

Please keep the lines of communication open—the best prevention starts early and starts at home!

Sincerely,
Alicia Gottesman, Counselor

ATTENDANCE PROCEDURES

2011 -2012

Tardies: Tardies were a problem for many students last year. It is very disruptive when students come into the building late. We would like to remind parents of procedures to follow when your child arrives late to school. Please do not drop off your child after 8:50 a.m. All children must be signed in at the office by a parent after the second bell rings at 8:50 a.m. Your child will receive a pass allowing them into class. No child will be allowed to enter a classroom without a pass from the office. Thank you for your assistance. We hope to eliminate unnecessary tardies this year.

Absences: State regulations require that parents send written excuses for absences when their child returns to school. The absence will be coded "unexcused" without a written excuse. If your child is going to be absent, please remember to call the absence line (301) 279-8545. All absences longer than three (3) school days require a doctor's note on the first day back in school. Please do not call the school for homework if your child has been out less than three days. All students will be allowed extra time to make up missed work.

Early Dismissal: Parents wishing to take their child from school before the 3:05 p.m. dismissal time must come into the office and sign their child out. Students will only be called down after the parent has arrived. Please do not call the office from your car and ask us to call students in advance. No students will be dismissed between 2:45 - 3:05 p.m.

HALF-DAY

EARLY RELEASE:

Dismissal time IS ALWAYS 12:35 p.m.

Please be sure to check and mark your calendars for these important dates.

Please note
Wednesday,
September 28th is our
first half day.

OFFICE PROCEDURES

∞ Non-custodial parents wishing to receive copies of all Wednesday flyers must send a written note to the office with your name and address, your child's name, and your child's teacher.

∞ Safety Drills - Each year schools are required to practice two Shelter-in Place drills and two Lockdown drills. One of the practice drills can be a combination of both Shelter-In-Place and Lockdown. In addition to these drills, we will be also practicing the Shelter-In-Place variation, Shelter in Place. 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. Shelter in Place is generally used in the event of weather emergencies. The Lockdown drill is used to protect against "Stranger Danger."