



Mrs. Gray, Superintendent

# MILNE GROVE SCHOOL

Mrs. Carlson, Principal

November 2010

Volume 6

Issue 3

## From the Principal's Office

It is the time of year when the *COLD* forces us to break out our coats, hats and mittens. Please be aware that students will not be allowed outside for recess unless they are properly dressed. If the wind-chill temperature is below 20 degrees, we will have indoor recess. Once the snow comes, students will only be allowed to play in the snow at recess if they are completely covered to protect them from getting wet. This means your child will need a coat, hat, mittens, snow pants, boots, etc. If a student is not completely covered he/she will be allowed to go outside but will have to stay on the blacktop and away from the snow. Please remind your children that we **DO NOT** allow snowball/snow throwing or sledding during school hours.

Beginning December

### Look Inside For:

- **Classroom Happenings**
- **Art, P.E. and Music News**
- **LRC News**
- **PTO Bulletin Board**
- **Spirit of Giving Returns**
- **Pizza Hut Fundraiser**
- **Working Parents' Rights**
- **Bus Evacuation Safety Rules**

1, we will bring the students inside to line up at 8:20 due to the cold temperatures. We will continue to do this through the end of February. Students should enter through the back doors where they normally enter the building each morning. Students are not allowed in the building prior to 8:20, so please do not drop them off early.

We have had a few students who have come to school in the morning without eating breakfast. Breakfast will provide the nutrients and energy that your child needs to concentrate in school. Please remember to allow yourself the extra time in the morning needed to allow your child to sit down and eat a healthy breakfast. This will help to start their day off right.

Please make every effort to attend our Parent-Teacher Conferences on November 4 and 5. This is a wonderful opportunity to ask any questions that you have and hear first-hand how your child is progressing. This is the only formal conference that we have, though I urge

you to contact your child's teacher whenever you have questions or concerns.

If your child will be absent from school, please remember to call the attendance hotline by 9:00 a.m. at 815-838-0737 extension 2. Please leave detailed information explaining why your child will be absent. If your child is sick, please include the symptoms that your child has. Remember, children cannot return to school until they are fever free for 24 hours without the use of fever reducing medicine such as Tylenol or ibuprofen. Remind your children to properly cover their nose and mouth when they sneeze and cough and to wash their hands often. Thank you in advance for helping us prevent the spread of the flu.

Wishing you and your family a happy, healthy and safe Thanksgiving,  
Mrs. Carlson



## PARENT-TEACHER CONFERENCES

Don't forget we have Parent-Teacher Conferences on Thursday, November 4 from 12:30 – 4:00 and 5:30 – 8:00 and Friday, November 5 from 8:30 – 11:30 and 12:30 – 3:00. Students are not in attendance on these days. Conference times have been prearranged with your child(ren)'s teacher(s). Please contact the school at 815-838-0542 if you have forgotten your

conference time or need to re-schedule. This is the only designated parent-teacher conference of the school year. Attendance is extremely important because a lot of information is shared and communication is key to your child's success in school. Please see additional information in this newsletter on working parents' rights to attend conferences.

## IMPORTANT DATES

- October 29**  
Report Cards Distributed
- November 3**  
Market Day MG Gym
- November 4 & 5**  
Parent/Teacher Conferences  
Students Not In Attendance
- November 8**  
Board of Education Meeting  
KG LRC 7:30
- November 11**  
School IS In Session  
Early Learners Family Fun Night  
MG 6:00 - 7:00
- November 16**  
Fall Picture Retakes
- November 24**  
No School
- November 25 & 26**  
No School  
Thanksgiving Holiday
- November 30**  
Yellow Day - Respect
- December 7**  
Winter Concert at KG  
9:15 and 1:15
- December 17**  
Progress Reports
- December 21**  
Green Day - Responsibility
- December 22**  
Winter Break Begins
- January 5**  
School Resumes

# WHAT'S HAPPENING IN...


## EARLY LEARNERS

I would like to welcome to our Early Learners program, Ms. Mary Keeley. Ms. Mary is our new English Language Learner/bilingual aide. She will be spending an hour each day in our classroom.

### Upcoming Events:

Week of November 1-The Early Learners will be learning about Fairy Tales and Folk Tales.

Week of November 8 – The Early Learners will be learning some Nursery Rhymes. They will also be work with the number six.

Week of November 15 – The Early Learners will be introduced to the letter "Mm". The theme of the week will be music and they will work with the number seven. 

Week of November 22 – The Early Learners will review letters A, C, F, I, L, M, V, & W and numbers zero to seven. They will also discuss Thanksgiving and have a snack with the kindergartners.

### Dates to Remember:

Thursday, November 4<sup>th</sup> and Friday, November 5<sup>th</sup>, Milne Grove Early Learners Home Visits. The Early Learners will not come to school but instead Mrs. Robin will come to visit them at their homes.

Thursday, November 11<sup>th</sup>, Family Fun Night – The Milne Grove Early Learners and their entire family can come to Milne Grove from 6:00p.m. till 7:00p.m. to play board games and meet other Milne Grove Early Learner families.

Tuesday, November 16<sup>th</sup>, Fall Picture Re-

takes

Wednesday, November 24<sup>th</sup> through Friday, November 26<sup>th</sup>, NO SCHOOL for Milne Grove Early Learners. HAPPY THANKSGIVING!

**SPECIAL THANKS** to the following Early Learner Parents who attended our first parent meeting on Wednesday, October 13<sup>th</sup>:

Mrs. D'Ambrosio  
Mr. & Mrs. Escobedo  
Mr. & Mrs. Kawash  
Mrs. Krajacic  
Mr. Kukula  
Mrs. Maza  
Mrs. Melendez  
Mr. & Mrs. Villegas  
Mrs. Dominguez

## KINDERGARTEN

The Kindergarten students have learned to read the color words and the sight words I, a, my, the & like. During the month of November we will be introducing the sight words go, we, & on and will begin putting the letters and sounds together to make, write, and read words. The students get so excited when they find words that they know in books we are reading in our classroom and the library. As you read at home continue to look for these words in the text.

In science, we have completed our unit on spiders. The Kindergarteners were fasci-

nated to learn how arachnids make their webs. Throughout November we will investigate the falling leaves by comparing their shapes, sizes and colors. We will learn the life cycle of plants and trees and what they need to grow. We will learn about animals and their habitats. We are also looking forward to our Thanksgiving Feast! Yum!




In math, we have been learning how to write the numbers using proper formation and number value up to 10. November

will bring graphs, ordering objects by size and weight and positional words.

We are so thankful to all the families that have worked hard at home to enrich what we've done in school. Please remember to check your Kindergarten calendar for homework ideas, curriculum news, special events and our alphabet theme days!

Continue to read every day and practice sounds, letters and sight words.

## FIRST GRADE

 During the month of November the first grade students will be learning about the similarities and differences between insects and spiders. We have read both fiction and nonfiction

books on this topic, including The Ant Bully by John Nickle and of course Charlotte's Web by E.B. White.



The first graders are working hard to learn

new sight words, phonetic skills, and reading comprehension skills. The phonics skills we will be concentrating on in November are short o, short e, short u, and words with a th digraph.

# FIRST GRADE (cont.)

Each night, continue to read to your child and have him or her read to you. Daily practice of vocabulary words and additional outside reading increases your child's progress.

This month in math, first graders will be introduced to the following math facts,

adding and subtracting 0 to any given number and subtracting one from any given number. In addition to these concepts we will be working on identifying and counting dimes, counting by 2's, identifying even numbers and telling time to the hour.

Please check inside your child's report card envelope, for a confirmation of your November Parent Teacher Conference date and time. If you have not scheduled a conference please do so soon.

Have a Happy Thanksgiving,  
First Grade Team

# SECOND GRADE

Math – We cannot stress enough how important it is to practice the addition facts nightly with your child. As we learn more facts, the students will still be expected to finish the 25 facts in 2 ½ minutes. In the up-coming months, students will be required to complete 100 facts in 5 minutes.

The upcoming skills the students will be taught are: adding ten to a multiple of ten; identifying tens and ones; naming fractional parts of a whole; trading pennies for dimes; and measuring line segments to the nearest inch.

Science – We will continue our Unit on Matter. Students will learn what will happen when you mix matter, how water can change, and other ways matter can change.

Social Studies – We will be moving on to Unit Two called "Where We Live." In this unit we will cover landforms, reading a map, talking about different kinds of homes, what life is like in different land regions, and goods and resources.

Reading – While reading the weekly stories, stop and ask your child questions

pertaining to the story. Some questions we might ask the students are; who are the main characters; where and when does the story take place; what is the problem and how is it solved; and how are the characters feeling. These questioning techniques may help your child have a better understanding of the story. When studying vocabulary words, it would be helpful to have your child tell you the definition and use the word in a sentence.

# THIRD GRADE

In November, Third graders will be busily working on the following subject areas:

Reading: We read stories of the following genres: information fiction, realistic fiction, and fantasy.

Spelling: Please remember to have your child practice writing the spelling words on a nightly basis to prepare for the end of the week test.

Language Arts: We will work on the following skills: past tense verbs, plural nouns, prefix/suffix, and summarizing.

Science: We will complete our study of soil and begin our study of conservation of Earth's resources.



Social Studies: We will begin sharing the journey of your child's Flat Stanley project and our discussions will

be about communities especially Lockport.

Math: Skills we will work on in November are fractions, adding multiple digits, telling time, pictographs, place value, capacity, identifying line segments, and perimeter.

Please continue to check your child's assignment notebook and sign each night. Enjoy your Thanksgiving holiday.

# BUS EVACUATION AND SAFETY DRILL

Lockport School District 91 conducted a Bus Evacuation and Safety Drill on October 27. The reason for this drill is to educate our students on the proper and safe

way to evacuate a bus in case of an emergency. Though we do not bus students to school we do use buses on our field trips. Please see additional informa-

tion in this newsletter and take the opportunity to review the safety procedures with your child (ren).



**November's Character Pillar: Respect**



# P.E. NEWS - Ms. Sharp

The PE classes will participate in a basketball unit in November and December. First, they will practice the skills of dribbling, passing and shooting. Then, they will play lead-up games and modified



games. They will also work with scooters, frisbees, jump ropes, and use the rock wall again. The classes will also play some holiday games and continue to do fitness activities once or twice a week. Don't forget to work with your child on shoe tying.

Remember your student needs to have a pair of shoes at school especially with the weather changing, so he/she will always be able to change into them and participate in PE. Thanks for your help. Have a nice holiday.

# News from the Art Room



## Welcome Back Mrs. Cravens!

I have had a wonderful time in the art room with your students. Mrs. Cravens will be returning November 8<sup>th</sup>. It has been a great beginning of the year and your students have worked very hard.

Kindergarten students have painted fall trees using swabs and fall colored tempera paint. We have also read the story The Rainbow Fish, and are in the proc-

ess of creating our own fish using watercolor paint and glitter.

1<sup>st</sup> grade students have created beautiful royal portraits out of crayon. Look for these pictures in the hallway with the introduction of an artist statement. This statement tells what each student would do if they were a king or a queen.

2<sup>nd</sup> grade students have created a fish using watercolor pencils and watercolor paint. Using a simple printmaking technique using string, students "rolled" a net over the fish to look like it has been captured.

3<sup>rd</sup> grade students have created an abstract design using only the letters of their name. Abstract art was defined as artwork that does not represent anything specific. These "alphabet art designs" have been colored using marker.

If you need to contact me before November 8, please feel free to call me directly at 815-838-0542 extension 107 or via email at [jcravens@d91.net](mailto:jcravens@d91.net).

Sincerely,  
Amy Siefken

# FROM AMY BRODEUR - Differentiation Consultant

More and more differentiation is being considered in your child's classroom this month! Small reading groups – called guided reading groups - are supporting small groups of children at their level throughout the week. Skills that are being taught to the whole class are then practiced with books at the individual student's level in order for the best instruction and

learning to occur. It is important for the students to practice these skills with texts that match their level – if the text is too hard the skill will not be practiced correctly. Think of it this way: If I taught you to do the backstroke in a gym and ensured that you could move your arms correctly and kick your feet accordingly, throwing you into the middle of the ocean

to practice is not appropriate and may even be dangerous. Supporting our kids practice through guided reading groups is an EXCELLENT way to differentiate for their learning levels and even interests as well. Ask your students about their small reading groups and what they are doing in them. Conversation is so important!

# FROM THE LUNCHROOM - Mrs. Thomason

December hot lunch orders will be sent home the week of November 11 and be due on November 17 before 9:00 a.m. Hot lunches must be ordered monthly and cost \$2.85 per lunch, which includes

one milk. Additional milk can be purchased for 50 ¢. Students who qualify for free and reduced lunch, must turn in a completed lunch order form every month to receive their lunch.

It is important that you fill the form out completely and legibly. If you have any questions you may contact me by phone at 815.838.0542 X117 or email [sthomason@d91.net](mailto:sthomason@d91.net).

# THE LATEST FROM THE LRC - Mrs. Tumino

## Library News

We have been having a great time in the library! The kindergartners have learned their way around and are enjoying choosing books. We had a bunch of great volunteers help them as they mastered finding books without rearranging the library, and they seem to have it down now. Last month we read books about fire safety, trustworthiness, Halloween and more. Our first graders read about those same topics, including one of my favorites, Stop, Drop and Roll. Try saying, "Plop, mop, and stroll" to your first grader and see what happens. The second graders also learned about fire-fighting - do you know what a "K Tool" is? I didn't until I read Firefighters A to Z. We also discussed trustworthiness while reading the story The Wolf Who Cried Boy, a very clever turnaround of the classic story. The third graders read books about fire-fighting and trustworthiness, as well as a few others. In November all grades will continue to read books that correlate to the things they are learning in class, read some fun and informative Thanksgiving stories,

and we'll get started on this year's Monarch Award nominees – watch for more info on this next month.

## Computer Lab News

All classes have been keeping busy in the computer lab as well. Kindergartners continue to explore different letter sounds on the Starfall website, and also have participated in some fire safety activities and worked on patterns, sorting, and more on our Clifford's Learning Adventures software. First graders have also been taking advantage of the great range of activities on Starfall and Clifford, as well as working on some fire safety. Second and third grade classes have done a variety of activities, from the Type to Learn Jr. software to websites devoted to fire safety, spelling, math, and more. Spacey Math is a big favorite of many of the kids... at least until they work their way up to the harder levels and get frustrated! Lots of practice is crucial for memorizing the math facts at all levels. In November we will continue to utilize our software and many of the educational opportunities the internet offers.

Please remember that the District 91 website, [www.d91.net](http://www.d91.net) has lots of helpful information from the district and teachers, as well as links to the websites we use at school. These links may be found by clicking on the globe at the top of the MG LRC page.

## Volunteer Corner

Thank you again to the following great volunteers who helped out for a few extra weeks as kindergartners learned their way around: Erin Gotts, Stephanie Langheld, Gloria Gory, Katie Schuldt and Tabitha Bain. Having those extra eyes sure helps get the year off to a good start and keeps the books from getting rearranged!

I would also like to thank Diane Cotter, Claudia Zekas, Stephanie Langheld and Krista Woodworth for their additional help with putting away all those books that get returned each day, and some additional projects.

# NOTES FROM THE NURSE



Preventing the spread of germs is important and keeping sick children separated from well children is a great way to prevent the spread illness. Remind your children to wash their hands, not to share food or drinks and to keep from touching their face if at all possible. Coughing and sneezing into a tissue or the bend of their arm is also important. The staff at Milne Grove are working hard each day to keep the environment a healthy and safe place for your children. We all need to work together for prevention to be effective.

1. Many children come to the Health Office for coughs, chapped lips, dry skin, headaches, etc. **We do not provide lotion, chap stick, Tylenol / Motrin or cough drops etc.** without authorization and **you must supply the needed item in the original package.** If you feel your child will need one or more of these items, please **complete a yellow medication release form and return it to school with the item to be given to your child.** These items will be kept

in the Health Office for administration as needed. Medication release forms may be picked up in the Health Office or printed out from the District 91 Web page. **ALL medication requiring a prescription requires a signature by the health care provider on the medication release form.**

2. **If your child has a cold with a frequent cough or congestion or requires medication** for symptoms, please keep them home until they are able to be at school comfortably and without the aid of medication.
3. **If your child has a rash, sore throat, pink eyes, discharge from the eyes please keep your child home.** It is recommended that you visit a health professional to determine if the condition is contagious. **Children with suspected pink eye or strep will be sent home. A note is required from the doctor in order to return to school.**
4. **Children with fevers may not return to school until they are fever free for 24 hours without the aid of Tylenol**

**or Motrin, etc.**

5. **Children diagnosed with pink eye (conjunctivitis) must be on antibiotic drops for 24 hours before returning to school. A doctors note is required.**
6. **Children who have vomiting or diarrhea may not return to school until 24 hours after the last episode.**
7. **When calling in a child's absence from school,** please give the reason for the absence, such as a cold, flu, vomiting, headache etc. This helps the health office keep on top of illness trends, gives us a heads up when the child returns to school and provides information required by the Will County Health Department.

Please feel free to call or stop by the Health Office if you have any questions or concerns about your child or any of the above information.

Mrs. Cast, BSN, RN

Rise” to the Occasion D91!

MUSIC NEEDS more choral RISERS for the Christmas and spring programs. We have been borrowing 7 sets of risers from LTHS every year. The risers are expensive and VERY HEAVY to haul back and forth. We need to own more of our own risers so they can fit together with ones we currently own and have the safety of back rails. With the help of all District 91 parents, I know we can purchase at least one more set by the end of November. Each set costs \$1205. IF you know someone that would like to make a donation toward the risers – they can make the check out to D91 Music.

NOTE: Music Technology has 119 Valucards left to sell (\$10 each) good until June for discounts at over 2000 Lockport & Chicagoland locations. We NEED to sell these by November! PLEASE help sell at least one card to a friend or relative that lives here or outside Lockport. They can be used throughout the USA – check their web site. This money helps us purchase pianos and monitors for Milne and Kelvin Grove Music. Send your money in an envelope to Mrs. Randolph marked Valucards.

News From Music! J November 2010

“Music Lasts a Lifetime!”

Our K-5 music students and KG Chorus are preparing for the Christmas program “Jingle Bell Jukebox”. Worksheets for 2<sup>nd</sup> & 3<sup>rd</sup> grade will continue until November. Check the web page for current information on homework.

Thank you to those people who volunteered to help with the Christmas program, signed up to help with Tag Days, build sets, etc. to help music! You will be contacted in November. Your response to my last paper letter was wonderful! (Keep checking your emails and reading the electronic newsletters so we can save paper.)

THIRD GRADE MUSIC

Students will be learning to play recorders (small plastic wind instrument) during music as well as learn the Christmas musical.

**THIRD GRADE PARENTS:** Print out the form to purchase or borrow a recorder through the school. See form. (Students who do not return a permission slip to borrow or purchase a recorder will use a sanitized recorder during class period, but will not take a recorder home.) ALL students who purchased or borrowed a recorder & book are to practice the assigned pages before the next music class and come prepared to play assignment to earn a sticker.

**CLEANING RECORDERS:** All instruments taken home should be dried out after each practice at home with a soft cloth (ex. Handkerchief). Separate the recorder in the middle (do NOT remove the small end), wrap cloth around the cleaning swab (stick) and run through the middle section of each end of the recorder. If your child has a COLD or is SICK: wash the instrument in soapy dishwater, rinse thoroughly, and dry with a clean cloth.

**STUDENTS WHO PURCHASE a recorder & Book:** please make sure your child’s name (First and Last) is marked clearly on the recorder and the book.

**STUDENTS WHO BORROW AN INSTRUMENT & BOOK:** are to return them in good condition - with all parts, at the end of the year.

Recorder CONTRACT or ORDER for 3<sup>rd</sup> Grade Music Class due Nov. 4, 2010

The Third Grade Music Students will be learning to play recorders during music class this year. Students have the option to purchase a colored recorder (\$2 with case, cleaning rod, & fingering chart) and book (\$3.50 Recorder Express by Artie Almeida) \$5.50 for the set, or borrow one from the school. School loaner recorders are sanitized with a cleaning solution before loaning to students.

The school will loan a recorder and book to each student to take home and use during this school year, but both MUST be returned in good shape at the end of the year or parent/guardian of student will have to pay the replacement costs of \$3 for recorder and \$5 for the book. (These costs have to include individual shipping and handling charges. They are higher because they are NOT a bulk order.) Students will only be loaned a school recorder to take home and use if the contract below is signed and returned.

If a student does NOT return the permission slip, they will only be allowed to use the recorder during music class time and canNOT take the recorder home. If a student owns 2 or 3 piece recorder of quality, they may use it. ALL STUDENT OWNED RECORDERS AND BOOKS MUST BE LABELED WITH STUDENT'S NAME. We do request ALL students purchase their own recorder book to use at home and track their progress with their stickers.

Fill-out and return this paper to homeroom teacher to give to Mrs. Randolph by Thursday, November 4, 2010 or sooner. Questions: email: [randolph@d91.net](mailto:randolph@d91.net) or 815-838-0737 x 140

Check YOUR CHOICE(S) – I choose to:

\_\_\_ BORROW a school recorder & book. I agree to pay for any damages or loss to either or both the \$3 instrument or \$5 book for a total of \$8 for both.

\_\_\_ PURCHASE a \$2 RECORDER to own- Circle color: BLUE GREEN PURPLE

\_\_\_ PURCHASE the "Recorder Express" Book by Artie Almeida for \$3.50.

\$ \_\_\_\_\_ GRAND TOTAL ENCLOSED Paid by CASH or Check # \_\_\_\_\_  
(Make Checks out to Lockport District 91 Music)

Student's First  
& Last Name \_\_\_\_\_ Grade \_\_\_\_\_ Homeroom \_\_\_\_\_

PARENT/GUARDIAN'S Signature \_\_\_\_\_

# SPIRIT OF GIVING



The Spirit of Giving will return to Milne Grove School

this holiday season! Last year's event was a huge success and appreciated by so many district and community members, we are in the process of planning

our next event.

The "Shop for Free" Garage Sale will take place in the month of December. Please keep this in mind when cleaning out your closet, attic or garage, when pulling out last year's winter wardrobe, or putting away this year's

summer duds. We are looking for **gently used** clothing of all sizes, household items, and toys. Drop off and sale dates are still being determined.

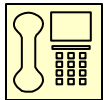
Look for information to come home in the next few weeks.

## UPDATE YOUR CONNECT- ED INFORMATION

Lockport School District 91 has been utilizing the Connect-Ed system since 2008. This school-to-parent communication service allows our schools to send periodic personalized voice messages to parents and guardians via

telephone or e-mail. This system was used for our emergency early dismissal on September 30 and expedited the safe release of our students. If you were not contacted through the Connect-Ed system on that day, please no-

tify Mrs. O'Brien at Kelvin Grove School at 815-838-0737 ext. 104. Be sure to provide an emergency phone number where you can be reached during the day.



### REMINDER

Please notify the school if your student will be absent and state the nature of the illness by 9:00 a.m. on the date of the absence. Please be specific when reporting your child's symptoms. For both Milne and Kelvin Grove absences please call 815-838-0737 extension 2.

**PLEASE DO NOT SEND YOUR CHILD TO SCHOOL IF THEY ARE SICK.**

### REMINDER

>> If your child has been absent due to illness, he/she cannot return to school until they are fever free for 24 hours without the use of fever reducing medication.

>> If one of your children has the flu, you may want to consider keeping all siblings at home too.

>> Please contact us so we are aware of all student illnesses. If you do not call us, the absence will be considered unexcused which may lead to a truancy notice.

### REMINDER

- Pets are NOT allowed on school grounds before, during, or after school.
- Children should NOT come to school prior to 8:20. Supervision begins at 8:20.
- U-turns are not allowed in front of the school and children should not enter or exit a vehicle in the middle of 7<sup>th</sup> Street.
- Send your child to school with a coat.

#### MISSION STATEMENT

**We believe that ALL students can be successful in school. It is the mission of Milne-Kelvin Grove School District 91 to provide a supportive environment for learning in which students acquire knowledge and skills, develop a healthy self-image, demonstrate positive social behaviors, as well as acknowledge and respect ethnic and cultural diversity. We expect students to become life-long learners and productive citizens.**



# Pizza Hut<sup>®</sup>

## “FUN”DRAISER”

### Night

Wednesday, November 3

and the first Wednesday of every month throughout the school year!

4-8pm

Dine-in, carryout or delivery

at our Lockport Pizza Hut<sup>®</sup> – (815)838-2294

Pizza Hut<sup>®</sup> will donate 20% of your purchases\* on the “Fun”draiser Night to the Kelvin Grove Band and Chorus Programs!

Just give them the ticket below when you pay!

\*Excluding alcoholic beverages. The Pizza Hut logo is a trademark of Pizza Hut, Inc. © and ™ designate registered trademark and trademark of Pizza Hut, Inc. ©2000 Pizza Hut, Inc.

-----  
Please complete and return to a Pizza Hut<sup>®</sup> employee at the time of purchase



My Name is \_\_\_\_\_

I support the Kelvin Grove Band And Chorus

Total Spent \$ \_\_\_\_\_ (to be filled out by Pizza Hut<sup>®</sup> employee and attached to the receipt)

-----  
Give this one to family or friends or participate again  
Please complete and return to a Pizza Hut<sup>®</sup> employee at the time of purchase



My Name is \_\_\_\_\_

I support the Kelvin Grove Band And Chorus

Total Spent \$ \_\_\_\_\_ (to be filled out by Pizza Hut<sup>®</sup> employee and attached to the receipt)

# PTO BULLETIN BOARD

## D91 PTO's Easiest Fundraiser

Do you need a gift card?

Do you want to do your gift card shopping right from your own home, no driving necessary?

Your very own D91 PTO has the answers to these questions.

### **The Manna Scrip program.**

This is how it works:

- You buy a \$100 Jewel gift card from PTO.
- Jewel will donate 5% of \$100 to D91 PTO.
- That's \$5 for our school.

- It doesn't cost you anything extra and the best thing is you didn't have to drive around town.

If you would like to place an order you can use the order form on the website. Order forms are due on Mondays. Put the completed form with the exact payment amount in an envelope and write PTO-Manna on the front. Checks can be made out to D91 PTO. Your gift cards will be sent home with your child on Wednesdays. **You also have the option to order on-line. You will need to contact me and I will set-up an account for you initially.** After I set-up an account you can go directly to

[www.mannaorder.net](http://www.mannaorder.net) to place an order. I will assign you a password that you will use when ordering on-line.

**Remember us when you begin your holiday shopping. There are many different cards available and you can get your gift cards without fighting the crowds.**

If you have any questions please call Tricia Brasen at 836-8898.

**Extra order forms are available in the school office.**

## Holiday Jumpstart Work Day

The D91 PTO is sponsoring this event Saturday, November 13<sup>th</sup> 9am-3pm in the Kelvin Grove new gym in Lockport.

It promises to be a great way to get ready for the holidays! Come alone (or even better get a group of girlfriends together) to scrapbook, make holiday cards, create other crafts,



or even if you aren't crafty come address envelopes or get organized for the holidays in other ways! This event is open to outside our district, so invite family and friends to join you, but please leave children 10 and under at home.

Registration is \$10 a person and reserves your workspace for the day and drinks (coffee, tea, bottled water, cocoa,

& cider available). Lunch and snacks will be available in concessions. A consultant from Creative Memories will be available doing demonstrations, make and takes, and raffles!

Registration closes Nov. 5<sup>th</sup>. Contact Nicole Nelson @815.838.4630 or [Nezturbo3@att.net](mailto:Nezturbo3@att.net) for registration forms or questions.

## VOLUNTEERS NEEDED AT MILNE GROVE

We are still in need of volunteers to help with crossing our students at dismissal. Your commitment level is determined by you. We have openings every day of the week. You will need to be at school by 3:00 to safely aid our students as they cross the driveways on school property.

If you are available for more involved commitment, we are in need of RTI volunteers, a 4 day a week position which falls

at the end of the school day, 2:30 - 3:00. Your duties as an RTI volunteer would include assisting a small group of students in the area reading under the guidance of a staff member.

Please contact Principal Tracy Carlson for details at 815-838-0542.



## DID YOU KNOW?

- Information about sex offenders can be found on <http://www.isp.state.il.us/sor/>
- You can view our District and School Report Card on the web. Visit [www.d91.net](http://www.d91.net), open up the *About District 91* link under "For Parents" and then click on Report Cards.
- We have information to share that may help out someone who is homeless. Please contact Mrs. Carlson for more details at 815-838-0542 if you know anyone who is homeless.
- Milne Grove School takes part in the CHARACTER COUNTS! Program. Visit [www.charactercounts.org](http://www.charactercounts.org) for more details.

**Come to our**

**Buy One, Get One**

**FREE!**

**Book Fair**

---

**SATURDAY, DECEMBER 4, 2010**

---

**10:00 AM - 2:00 PM**

---

**MILNE GROVE GYM**

---

**Date / Times / Place**



These cards accepted at participating schools.



[www.scholastic.com/bookfairs](http://www.scholastic.com/bookfairs)

\* All free items must be of equal or lesser value than the ones you buy. Titles vary by Book Fair. All items at your Book Fair are available while supplies last!

© 2010 Scholastic Inc. B690 27002

# Working Parents' Rights to Attend Parent-Teacher Conferences

(820 ILCS 147/15) Sec. 15. School conference and activity leave.

(a) An employer must grant an employee leave of up to a total of 8 hours during any school year, and no more than 4 hours of which may be taken on any given day, to attend school conferences or classroom activities related to the employee's child if the conference or classroom activities cannot be scheduled during nonwork hours; however, no leave may be taken by an employee of an employer that is subject to this Act unless the employee has exhausted all accrued vacation leave, personal leave, compensatory leave and any other leave that may be granted to the employee except sick leave and disability leave. Before arranging attendance at the conference or activity, the employee shall provide the employer with a written request for leave at least 7 days in advance of the time the employee is required to utilize the visitation right. In emergency situations, no more than 24 hours notice shall be required. The employee must consult with the employer to schedule the leave so as not to disrupt unduly the operations of the employer.

(b) Nothing in this Act requires that the leave be paid.

(c) For regularly scheduled, nonemergency visitations, schools shall make time available for visitation during both regular school hours and evening hours.

(Source: P.A. 87 1240.)

(820 ILCS 147/20) Sec. 20. Compensation.

An employee who utilizes or seeks to utilize the rights afforded by this Act may choose the opportunity to make up the time so taken as guaranteed by this Act on a different day or shift as directed by the employer. An employee who exercises his rights under this Act shall not be required to make up the time taken, but if such employee does not make up the time taken, such employee shall not be compensated for the time taken. An employee who does make up the time taken shall be paid at the same rate as paid for normal working time. Employers shall make a good faith effort to permit an employee to make up the time taken for the purposes of this Act. If no reasonable opportunity exists for the employee to make up the time taken, the employee shall not be paid for the time. A reasonable opportunity to make up the time taken does not include the scheduling of make up time in a manner that would require the payment of wages on an overtime basis. Notwithstanding any other provision of this Section, if unpaid leave under this Act conflicts with the unreduced compensation requirement for exempt employees under the federal Fair Labor Standards Act, an employer may require an employee to make up the leave hours within the same pay period.

(Source: P.A. 87 1240.)

(820 ILCS 147/25) Sec. 25. Notification.

The State Superintendent of Education shall notify each public and private primary and secondary school of this Act. Each public and private school shall notify parents or guardians of the school's students of their school visitation rights. The Department of Labor shall notify employers of this Act. (Source: P.A. 87 1240.)

(820 ILCS 147/30) Sec. 30. Verification.

Upon completion of school visitation rights by a parent or guardian, the school administrator shall provide the parent or guardian documentation of the school visitation. The parent or guardian shall submit such verification to the employer. The State Superintendent and the Director of the Department of Labor shall suggest a standard form of documentation of school visitation to schools for use as required by this Section. The standard form of documentation shall include, but not be limited to, the exact time and date the visitation occurred and ended. Failure of a parent or guardian to submit the verification statement from the school to his or her employer within 2 working days of the school visitation subjects the employee to the standard disciplinary procedures imposed by the employer for unexcused absences from work. (Source: P.A. 87 1240.)

(820 ILCS 147/35) Sec. 35. Employee rights.

No employee shall lose any employee benefits, except as provided for in Section 20 of this Act, for exercising his or her rights under this Act. Nothing in this Act shall be construed to affect an employer's obligation to comply with any collective bargaining agreement or employee benefit plan. Nothing in this Act shall prevent an employer from providing school visitation rights in excess of the requirements of this Act. The rights afforded by this Act shall not be diminished by any collective bargaining act or by any employee benefit plan. (Source: P.A. 87 1240.)

(820 ILCS 147/40) Sec. 40. Applicability.

This Act applies solely to public and private employers that employ at least 50 or more individuals in Illinois, and to their employees. (Source: P.A. 87 1240.)

(820 ILCS 147/45) Sec. 45. Violation.

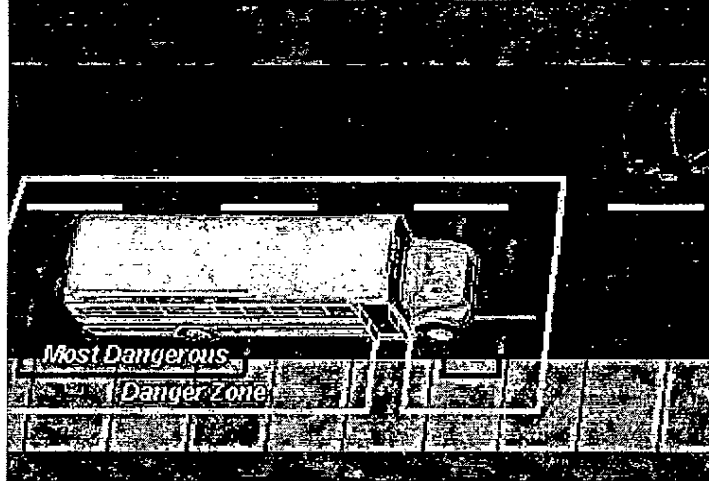
Any employer who violates this Act is guilty of a petty offense and may be fined not more than \$100 for each offense. (Source: P.A. 87 1240.)

(820 ILCS 147/49) Sec. 49. Limits on leave.

No employer that is subject to this Act is required to grant school visitation leave to an employee if granting the leave would result in more than 5% of the employer's work force or 5% of an employer's work force shift taking school conference or activity leave at the same time. (Source: P.A. 87 1240.)

## Operational Services

### Administrative Procedure - School Bus Safety Rules



The Building Principal shall distribute the following rules to all students. Those students not qualifying for school bus transportation to and from school should receive a copy because they may from time-to-time be transported to school activities by school bus.

1. Dress properly for the weather. Make sure all drawstrings, ties, straps, etc. on all clothing, backpacks and other items, are shortened or removed to lessen the likelihood of them getting caught in bus doors, railings or aisles.
2. Arrive on time at the bus stop and stay away from the street while waiting for the bus.
3. Stay away from the bus until it stops completely and the driver signals you to board. Enter in single file without pushing. Always use the handrail.
4. Take a seat right away and remain seated facing forward. Keep your hands, arms, and head inside the bus.
5. Help keep the bus neat and clean. Keep belongings out of the aisle and away from emergency exits. Eating and drinking are not allowed on the bus.
6. Always listen to the driver's instructions. Be courteous to the driver and other students. Sit with your hands to yourself and avoid making noises that would distract the driver or bother other passengers. Remain seated, keeping your hands, arms, and head inside the bus at all times.
7. Wait until the bus pulls to a complete stop before standing up. Use the handrail when exiting the bus.
8. Stay out of the danger zone next to the bus where the driver may have difficulty seeing you. Take five giant steps away from the bus and out of the danger zone, until you can see the driver and the driver sees you. Never crawl under a bus.
9. If you must cross the street after you get off the bus, wait for the driver's signal and then cross in front of the bus. Cross the street only after checking both ways for traffic.
10. Never run back to the bus, even if you dropped or forgot something.

DATED: July 21, 2008