Communicable Disease

When your child is ill and presumed to be contagious, we must be able to contact you. If you are unable to take a call during the day, an alternate contact must be provided. If these arrangements are not made, it becomes a matter of neglect.

Spreading of communicable disease is difficult to control in school if your child is kept waiting here because there is no way to contact you.

Students who have lice may not be transported on a bus. They must be picked up from school and cleared for return to school by the nurse or principal.

If lice is discovered when your child is at home, please contact the school. It will help us to take steps necessary to control the spread of this nuisance.

District Spelling Bee

The District Spelling Bee will be held at Geneva Middle School on January 8, 2015 at 6:00 P.M. in student dining. Should school be canceled due to snow, January 9, 2015 will be the rescheduled date in the same location.

The winner of the District Bee will be informed of the date and time of the County Bee on the night of the district competition.

Any questions should be directed to Mr. Candela at the Geneva Middle School.

Calendar

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>5</td>
<td>Classes resume after Winter Recess</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PTO Meeting, 7:00PM, Media Center</td>
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<tr>
<td>Mon.-Fri.</td>
<td>5-9</td>
<td>Art Week</td>
</tr>
<tr>
<td>Wednesday</td>
<td>7</td>
<td>Market Day pickup 3:15-4:00 PM</td>
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<tr>
<td>Thursday</td>
<td>15</td>
<td>End of second grading period</td>
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<tr>
<td></td>
<td></td>
<td>All school free skating party, Ash. Fam. Roller Den, 6:00-8:00 PM</td>
</tr>
<tr>
<td>Friday</td>
<td>16</td>
<td>SCHOOL CLOSED, Teacher Records Day</td>
</tr>
<tr>
<td>Monday</td>
<td>19</td>
<td>SCHOOL CLOSED, MLK Jr. Day</td>
</tr>
<tr>
<td>Tues.-Fri.</td>
<td>20-23</td>
<td>Art Week</td>
</tr>
<tr>
<td>Wed.- Thur.</td>
<td>21, 22</td>
<td>Bookmobile</td>
</tr>
<tr>
<td>Friday</td>
<td>23</td>
<td>Report cards go home</td>
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</tbody>
</table>

School Closings

When school is closed or has a delayed start, you will be notified by radio, television and our automated telephone calling system. Please keep your telephone number current with our office so you will be contacted. Announcements will generally be made by 6:00 AM. Radio stations 102 ZOO, Star 97, 107.5 The Fox, WFUN AM 97, WKKY 104.7 and television stations WKYC (3), WEWS (5) and FOX (8) will broadcast our announcements.
**BUNDLE UP!**

During the cold and snowy season, students need to come to school in heavier clothing and boots. Please do not send students to school in shorts when we are having winter weather. It is important that children protect themselves from the cold during a 20 minute outside recess. Children in primary grades can benefit from having a change of pants and underwear in the event they fall into slushy snow.

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**Thank You!**

We would like to extend a special thank you for the donations received during our We Care We Share Food Drive in November. Our contest between boys and girls was a lot of fun! Thanks to Mrs. Hord and student council reps for coordinating this community service activity.

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**School Hours**

Drop Off: 8:15 AM  
Breakfast: 8:20 AM  
School Starts: 8:45 AM  
Tardy Bell: 8:48 AM  
Car Pick Up: 3:05 PM  
Bus Dismissal: 3:15 PM

Two-Hour Delay Drop Off:  
10:15 AM  
Buses will be two hours late.

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**THANKS TO ALL WHO VOLUNTEERED TO MAKE THIS YEAR’S SANTA SHOP A SUCCESS!**

A very special thank you goes out to our PTO, who shopped until they dropped, priced items, set up and tore down the shop. Lots of work goes into this fun experience for our students. The time, hard work and effort is greatly appreciated!

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**Keeping Our School Safe**

* Visitors are required to sign in through the office. This applies to people coming to school for any type of business or volunteer work. (This does not apply to parents entering for school programs or performances.) Once inside the building, visitors must wear a visitor’s badge. That badge must be visible on outer clothing. When visitors leave the building, the badge is turned in when they sign out.
* Outside users of our facility during non-school hours enter the building using a card key. They are provided with procedures in writing that require compliance for building security or user privileges are revoked.
* Lockdown drills are conducted frequently. Our staff and students have practiced barricading inside their classroom, evacuating out of windows, reverse evacuation and relocation to an off-site location.
* A rallying location has been established for our students at Fire Station Two and the Wastewater Treatment Plant located on North Avenue, where students will be picked up and transported to Geneva High School. Police, Fire, City and Township Departments have practiced with us, along with the Northwest Ambulance District (NAD).
* Classroom doors are locked during the school day. Students are to refrain from opening classroom doors when someone knocks, without the permission of their teacher.
* Visitors to classrooms are expected to step in front of the observation window to be identified before entering a classroom.
* Security cameras are also at work all throughout the day. While they do not alert us to the presence of a stranger, once a report has been made to the office of a stranger on the premises, their actions can be viewed and monitored for a report to the police.
* Student pickup and drop off procedures have been organized with increased supervision and identification is required for unrecognized visitors.
* Written instructions from parents/guardians are required to change a student’s transportation arrangements.

If you have any questions, please contact our school at 440-415-9325.

Michael R. Penzenik, Principal