

# McAlear-Sawden Messenger

*A Newsletter for Parents*

September 2016

**Points of Interest  
and  
Upcoming Events**

**September 6  
First Day of  
School!**  
**September 16  
Popcorn Day  
Fundraiser  
Kick Off**  
**September 20  
SCHOOL  
PICTURE DAY**  
**September 23  
Popcorn**  
**September 30  
Popcorn**  
**October 5- Fall  
Fundraiser  
Ends**  
**October 18  
Parent  
Teacher  
conferences  
4 – 7**  
**October 20  
Book Fair**  
**October 20  
Parent  
Teacher  
conferences  
4 – 7**  
**October 21  
Trunk or Treat  
7-8**  
**October 27  
Picture  
Retakes**  
**October 28  
School Store**

Dear Parents,

Welcome to the 2015-16 school year!

I would like to thank all our families who showed up to our Family Fun Night. I heard a lot of positive comments from our students. Also, a big thank you to all of our staff members who helped out on that day. I think they had as much fun as our students.

Please take a look at your child's Emergency Information that is being sent home. We would like you to review this information and make the necessary changes, if needed, then sign and return the form to your child's teacher. This will assist us in updating the Emergency Information in our system.

Next, we all know that regular school attendance is an important part of student learning and achievement. Wednesday, October 7th is a very important day for our school district. It is the official count day throughout the State of Michigan. Our enrollment and student attendance on October 7th determines the amount of State funding our School District receives. If your child is very sick we would not expect him / her to attend school. However, if your child is not sick, please do your part to ensure that they arrive at school on time. Thank you for helping us make sure every student is accounted for on count day.

Lastly, our Parent Teacher Conferences are on Tuesday, October 20 and Thursday, October 22 from 4-7pm.

Again, welcome back and let's make 2015-16 a great school year!

Sincerely,

Michael Connors

## **MCALLEAR-SAWDEN ELEMENTARY SCHOOL**

**OFFICE HOURS: 8:00 a.m. - 4:00 p.m. Monday - Friday**

**INSTRUCTIONAL DAY: 8:40 a.m. - 3:32 p.m. Monday - Friday**

**ADDRESS: 2300 Midland Rd**

**Bay City, Michigan 48706**

**PHONE: (989) 684-7702**

**FAX: (989) 684-6464**



## **ATTENDANCE POLICY**

**The instructional day begins at 8:40 a.m. and ends at 3:32.** If your child enters the building after this time, they will be marked tardy. The Bay City Public Schools attendance policy states that a student will be marked **½ day absent arriving 30 minutes after the beginning of the day or leaving 30 minutes before the end of the day.**

## **EARLY DISMISSAL PROCEDURES**

At the beginning of the year you will find in your child's book bag a yellow pad for dismissal/absence communication. ***Please use these note pads whenever your child has a change in their end of the day transportation and any appointments or absences that may occur throughout the school year.*** If you need more please contact the office.

1. **If there is a change** in the afternoon transportation of your child, a note signed by the parent, or a fax about the change with the parent's signature must be in the school office by **2:00 p.m.** When a person contacts the school, we do not always know that we are speaking to the parent or guardian. The school office can be very busy at the end of the day, with children being picked up for appointments or waiting in the office for their ride, please keep this in mind when making last minute phone calls.
2. **If your child has an appointment** and will need to be picked up early, please use the yellow note pads to notify, your child's teacher and the office. We understand that occasionally there are situations that arise where it would be difficult to inform the school in a timely manner. We expect that these will be at a minimum.
3. **Please wait outside for your child** if you are picking them up at the end of the day. Unnecessary phone calls and extra people in the office having conversations can create an unsafe atmosphere as we are getting the students to their appropriate forms of transportation.
4. **Please end all cell phone conversations before entering the office.**

## **Security Procedures**

When entering the building please use the buzzer located outside the office door. A staff person will then allow entry into the building. When you enter the office, please sign in as a volunteer or visitor.

## **Skyward Student Management Information**

Parents now have access to their child's information on the Bay City Public Schools Skyward Program. On this site you can view and change the emergency information on file for your child. You can also view attendance information and Progress Reports. In addition to this, parents of Fourth and Fifth grade students can view current grades and missing assignments.

You will be notified by the school when your child's midterm and report cards are available to view and print at home if you would like. With this feature in Skyward your child will no longer be bringing home a Mid-Term Report or Marking Period Report Card.

**If you have not accessed Skyward recently please go to the Bay City Public Schools website at [www.bcschools.net](http://www.bcschools.net). Once there, click on Parents and Students at the top of the page. Then click on Skyward Family Access. If you have logged in previously and have forgotten your user name and/or password, Click on "forgot username/password" and it will send that information to the email we have on file. *If your email address has changed please let the office know.***

**There is also a free app on your phone for Skyward. You can view your child's information if you do not have a computer at home.**

### **VOLUNTEER NEWS**

Volunteers are an integral part of the education team and they truly enrich our schools. Everyone is welcome to become a part of the Parent Advisory Committee. There are a variety of volunteer opportunities at McAlear-Sawden! If you are interested in volunteering there will be a Volunteer Opportunity form sent home early in the school year. Place a check mark next to the areas of interest. The first meeting is October 10 at 5:00 p.m. As a volunteer you will also be asked to complete the Bay City Public School Volunteer Application. **Please contact Crystal Wilcox at [McAlear@bcschools.net](mailto:McAlear@bcschools.net)**

### **RAZ KIDS!**

#### **Raz-Kids Early Risers Volunteers Needed!**

We are looking for volunteers to supervise our Raz-Kids Early Riser students in the computer lab on T, W, Th, **or** F mornings from 8:00-8:40. Even volunteering twice a month would help. This would include turning on the computers, taking attendance, helping students type in teacher names, and reading quizzes to students.

You can bring your McAlear children with you if needed.

If you can help or have questions talk to Dawn Michalak 3rd grade teacher. [michalakd@bcschools.net](mailto:michalakd@bcschools.net)

## **SCHOOL MESSENGER**

The Bay City Public Schools has a phone system called "School Messenger". The phone system will call you to remind you about McAlear-Sawden events or events happening in the Bay City Public Schools. The system will also call you when your child is absent from school. Please inform the office if you have changed your phone number.

## **EMERGENCY CONTACT INFORMATION**

The contact information that the school office has on file must be up to date. Your child will be bringing home a form with the information we have on file. Please review it, make any corrections and send it back to school with your child. We use a student management program called Skyward. You have access to the information we have on file for your child.

## **MEDICATION INFORMATION**

- If your child needs to take a medication during the school day you will need to complete a medication form. These forms are available in the school office. **Please remember that medications can only be brought into the school by an adult.** Any medications brought in by a student cannot be administered to the child until the parent or guardian comes into the office to verify that the medication is correct.
- The prescription bottle that the medication is brought to school in must be current. **No** medication can be accepted without the proper bottle and prescription label.
- Over the counter medications, like **ibuprofen, aspirin, cough drops**, etc must have a medication form signed by a physician.

## **BUS TRANSPORTATION**

- If you have questions or concerns about busing, please contact the Transportation Department at 662-4416. Your child's bussing information is now available on Skyward Family Access.

## **FACEBOOK!**

McAlear-Sawden has a Facebook page. Please search McAlear-Sawden Elementary and "Like" us.

## **MAINTENANCE**

Abel Pest Control will be providing pest control services, as needed, for each Bay City Public Schools building for the 2016-2017 school year. Any person wishing to be notified before a liquid application should contact the Maintenance Department at 989-686-8371 to be placed on a 72 hour notification list.

## **DonorChoose.org**

Ms. Miller and Mrs. Baranek have set up a donor page for their classrooms. Please consider a tax deductible donation of any amount and , in return, you will get awesome photos of your gift in action and our heartfelt thanks. Please visit the website at <https://www.donorschoose.org/donors/search.html?keywords=McAlear>

## **The Next Generation of Engineers After-School Programs - Auburn Elementary School**

**Check out the following Engineering for Kids after-school programs.**

### **Jr. Aerospace Engineering**

Grades K-2<sup>nd</sup> Wednesdays 3:40pm-4:40pm/Sept 28<sup>th</sup>-Nov 9<sup>th</sup> No class on Oct 12<sup>th</sup>

#### **Jr. Robotics: Simple Machines**

Fridays 3:40pm-4:40pm/Sept 30<sup>th</sup>-Nov 4<sup>th</sup>

### **Robotics: Robo Games**

Grade 3<sup>rd</sup>-5<sup>th</sup> Wednesdays 3:40pm-5:10pm/Sept 28<sup>th</sup>-Nov 9<sup>th</sup> No class on Oct 12<sup>th</sup>

### **Aerospace Engineering**

Fridays 3:40pm-5:10pm/Sept 30<sup>th</sup>-Nov 4<sup>th</sup>

#### **\*Location: Auburn Elementary School**

Special program price: \$80/child

Kelvin's Kids Club Member: \$64/child\*

**To register, visit our website [www.engineeringforkids.com/glbr](http://www.engineeringforkids.com/glbr)**

Click on After-School Classes and look for the link:

- Auburn Elementary School

### **SCHOLARSHIPS AVAILABLE!**

Starting this fall, Engineering for Kids Great Lakes Bay Region is pleased to provide full scholarships for Bay City Public Schools' students. \*See reverse for more information\*

\* New this fall: Kelvin's Kids Club (Family Program). Member families receive 20% off all programs, free activities, and many other discounts and promotions for all children in the family. \*See reverse for more information\*  
[greatlakesbr@engineeringforkids.com](mailto:greatlakesbr@engineeringforkids.com) / 989.486.3255

Learning Center address: 324 S. Saginaw Rd. Midland, MI 48640