

WORDS FROM WILEY

Utica Community Schools
CHRISTINE M. JOHNS ED.D SUPERINTENDENT

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CHRIS CASSIN, PRINCIPAL RITA SAVAGE, ADMINISTRATIVE ASSISTANT

MICHIGAN BLUE RIBBON EXEMPLARY SCHOOL

Calendar

Sept. 6-
Ice Cream
Social 5:30

Sept. 7-
Curriculum
Night 6:30



September 2016

Dear Parents,

Welcome Back! The entire Wiley staff certainly hopes that you had a wonderful summer break and are as eager as we are to begin the 2016 - 2017 school year. I would like to extend a very special welcome to all the families that are new to the Wiley community this year. Please stop by and introduce yourselves when you have the time. We are looking forward to meeting all of you! The first edition of "Words From Wiley" is being printed and sent home to families. Future newsletters will posted on our very recently redesigned website: <http://wiley.uticak12.org>

If you prefer a printed copy of the newsletter, please stop by the school office and pick one up on the first of the month.

Our annual Curriculum Night will be held on Wednesday, September 7, starting at 6:30 p.m. in the gym. We will introduce the staff and share some information prior to moving to the classroom for curriculum presentations from the teachers. We sure hope you are able to attend that night.

I look forward to another wonderful year here at Wiley. As always, if there is anything I can do to help make this year a more positive learning experience for your child, please ask.

Sincerely,

Chris Cassin
Principal



Mission Statement: The mission of Wiley Elementary is to create and maintain an environment that ensures that every member of the school community reaches a high level of academic achievement as determined by local, state and national standards. We commit to a comprehensive system of support to assure this outcome.

If you need to contact us...

Main Office	797-6700
Absence Line	797-6799
Child Care	797-6750
Fax Machine	797-6701

School Hours

Grades K-6 9:00 - 3:50

Children will not be allowed to enter the building until 8:50 a.m. each morning. Please help your children time their arrival accordingly. Children who need to arrive earlier need to be enrolled in our Child Care program. Please contact the office for more information.

Dismissal

Should your child need to be dismissed early, please let their teacher know in advance if possible. It will be necessary for you to report to the office and sign your child out. Should your child return to school the same day it will be necessary to sign back in.

Absences

To report your child's absence, please call our answering machine at **797-6799**. When you place your call please clearly state your child's name, teacher, reason for, and length of absence. The answering machine will take

attendance calls between 4:30 p.m. and 8:30 a.m. You may use the main office line during regular school hours.

Visitors

In accordance with school district policy, **everyone** entering Wiley **must** report to the office. Our office staff will be glad to help you out. If you are volunteering or just visiting for a while, you will need to sign in with picture identification. All visitors will be given an identification badge to wear while in Wiley. Your cooperation in this matter is greatly appreciated.

Lunch (12:00-12:40)

Students may either bring their own lunch to school or purchase a hot lunch. **Lunch w/milk is \$2.75.** Students may purchase just milk for 45 cents. Please review the monthly hot lunch menu with your child. It is very important that students who wish to purchase hot lunch order the day before. This lets the kitchen staff at Utica High know how many meals to prepare. **Please be advised that there are no microwaves available for the students to warm up their lunch.** Please pack your child's lunch accordingly.

Outdoor Recess

Because fresh air and exercise have been proven to aid in the physical and educational growth of children, each school has an outdoor recess program. It is important that children wear appropriate clothing so they can go outside each recess. Generally, if a child is well enough to come to school, he/she can go outside for recess. Students will remain inside during inclement weather.

Scheduling Appointments With Teachers

Our teachers at Wiley are always glad to meet with you. If you would like to meet with them before or after school, please make an appointment, as their schedules usually do not allow for unplanned conferences. We ask that you please call or send in a note for an appointment so that it is not necessary to interrupt the student's instructional time during the school day.

Proper Dress

We ask that you keep in mind that what children wear affects how they act during the school day. Please encourage your child to dress appropriately. Students are allowed to wear dress shorts at any time of the year. If they choose to wear them during the

winter we encourage snow pants for recess. Again, the shorts should be dress shorts and of appropriate length. We discourage cut-offs, spandex and gym shorts. Also, flip-flops, tank tops, halter-tops and cropped tops should not be worn to school. Thank you for your cooperation.

Monthly Newsletter

We want to keep you informed on all that is happening. Please look for Words From Wiley each month on the Wiley website.

<http://wiley.uticak12.org>

If you do not have access or would prefer a paper copy, please contact the office and we will gladly provide you with one.

Background Check

To protect students' health, safety and welfare, every volunteer must have a Volunteer Request form on file well in advance of volunteering their assistance at school or school-related events. UCS conducts criminal background checks on volunteers through the Michigan State Police. The form, which asks for basic information such as driver's license number, is available through the office.

Student Emergency Cards

For the safety of all our students, it is important that we have an emergency card on file in the office for each child. These cards went home with the students on the first day of school. Please return them to your child's teacher as soon as possible. Also, if any information changes throughout the year please contact the office immediately.

Administration of Medication

Students sometimes need to take medication. Parents should administer medication to their children at home. In the event that is not possible, the school may administer either prescription or non-prescription medicine - but only when authorized by the student's parent/guardian and the child's physician. Requests must be made by completing an Authorization for Medication form, available from the school office. The form must be signed by the child's physician.

Lost And Found

If your child loses something during the school year, please have them check in the Lost and Found Box. All items not claimed at the end of the school year will be donated to charity.

Automated telephone alert system in place for UCS parents

The Utica Community Schools is taking advantage of technology innovations by using an automated telephone notification system for staff and parents. The system is used to announce emergency school closings such as those related to weather. Individual buildings also use it for periodic school-specific updates and reminders.

Please make sure that your child's emergency contact information is up-to-date to assure you receive these important updates.

The district will continue to utilize local media, UCS-TV cable stations 15/22 and the district website, www.uticak12.org to keep parents apprised of closings.

Curriculum Night

**Wednesday
September 7
6:30**

Please join us!

Media Release Form allows students to gain recognition in educational reporting

Students are occasionally able to participate in interviews by local news media reporting on the district's instructional programs.

Utica Community Schools Board of Education policy governs media relations that affect students. News media representatives are required to report to the building principal or the Office of School/Community Relations for prior approval before interviewing students involved in instructional programs.

Parents are asked to complete a media release form when their children are enrolled, giving the Utica Community Schools and the news media permission to interview students in connection with school activities. The signed form is kept in the school office and is valid as long as the student is enrolled in the district. Parents must notify the building principal in writing any time they choose to exclude their student from taking part in media interviews.

Free and Reduced Lunch

As economic times are getting tighter, we realize that more and more families may be experiencing

financial difficulties. Please know that student lunches are available for free or at a reduced rate for qualifying families. Forms will be available in our office throughout the year. This can be a big savings to you whether your child buys once a week or five times a week. For more information please call our office staff.

Healthy Eating

Many teachers allow students to bring a snack each day. Brain research clearly shows that fresh healthy foods and water are beneficial to learning. When packing a snack for your child, please remember to make it a healthy one! Fresh fruit and vegetables, protein snacks, and crackers are some suggested snacks.

Start the day right - come join us for breakfast!

A nutritious breakfast is available as students arrive at school each morning. A variety of food choices are available. Breakfast cost (including milk) is **\$1.75** for paid students, \$.30 for qualifying students and free for students with an approved application. Milk is \$.45. We look forward to serving you.

Work at Wiley

Would you like to get paid while spending some time with your child at school? Become a Lunchroom Supervisor! If this interests you, please contact our office at 797-6700.

Utica Community Schools is a Smoke-Free Environment!

The use of tobacco products is not permitted at any time on district property or at school-related functions. This policy promotes a healthy environment for our students and families in conjunction with the state Tobacco-Free Schools Law and the Michigan Indoor Air Act. Your cooperation in promoting healthy choices for our students is greatly appreciated.

Build a strong partnership with your child's teacher right away

Have you ever watched children riding on a see-saw? They have to work together. If one child gets off, the other can't ride.

That's a good way to think about your relationship with your child's teacher. If you work together, you can build a strong partnership that will help your child. This partnership starts when you fill out the forms in that thick folder

your child probably handed you on the first day of school. The teacher needs to know how she can contact you. If your contact information changes during the year, let the school know right away. You should also find time to talk with the teacher about your child. Plan to attend back-to-school night and parent/teacher conferences. If you can't come to these events at the time they are scheduled, ask the teacher if you can meet another time.

It's important that you share information about your child with the teacher. Open communication is one key to your child's success.

**Picture Day
Tuesday
October 4**

Wiley Staff
2016 - 2017

Mrs. Champagne	1	Kdg
Mrs. Langenderfer	2	Kdg
Mrs. Kramer	20	Kdg
Mrs. Paslean	17	1 st
Ms. Bollinger	18	1 st
Mrs. Smyka	19	1 st
Mrs. Bazzy	21	1 st
Mrs. Brown	11	2 nd
Ms. Ross	22	2 nd
Ms. Maio	24	2 nd
Mr. Fromm	9	3 rd
Mrs. Kurmas	10	3 rd
Mrs. Featherman	15	3 rd
Mr. Cloyd	13	4 th
Mrs. Leo	14	4 th
Mrs. Klida	16	4 th
Mrs. Transki	6	5 th
Mrs. Provencher	7	5 th
Mrs. Guglielmetti	8	5 th
Mrs. Andrus	12	5 th
Mrs. Prange	3	6 th
Mrs. Ledbetter	4	6 th
Mrs. George	5	6 th
Mrs. Berg	15B	Learning Center
Mrs. Watson	16B	Learning Center
Mrs. Labadie		Literacy Specialist
Mrs. Chartier		Media Center
Mr. Scaglione		Physical Education
Mr. Hulbert		Vocal Music
Mr. Stark		Art
Mrs. Suggs		ISM/Science
Mrs. Kata		Occupational Therapist
Mrs. Pangori		Speech Therapist
Mrs. Allen		Social Worker
Mrs. Savage		Administrative Assistant
Mrs. Baumgartner		Clerk

Utica Community Schools

September 6	First Day of School- Elementary Half Day; Secondary Full Day
October 31	Elementary Half Day; Secondary Full Day
November 8	No School
November 17	Evening Conferences- All Students Half Day
November 23	No School- Thanksgiving Break Begins
November 28	School Resumes
December 23	No School- Winter Break Begins
January 4	School Resumes
January 16	Martin Luther King, Jr. Day- No School
January 18	Secondary Exams- Elementary Full Day/ Secondary Half Day
January 19	Secondary Exams- All Students Half Day
January 20	Secondary Exams- All Students Half Day
February 20	Mid-Winter Break Begins- No School
February 27	School Resumes
March 31	Elementary Half Day; Secondary Full Day
April 3	Spring Break Begins- No School
April 10	School Resumes
April 14	Good Friday- No School
May 26	Memorial Day Weekend- No School
May 30	School Resumes
June 13	Secondary Exams- Elementary Full Day/ Secondary Half Day
June 14	Secondary Exams- Elementary Full Day/Secondary Half Day
June 15	Secondary Exams- Last Day of School- All Students Half Day

Nondiscrimination in Education

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title II of the Americans with Disabilities Act of 1990, the Elliot-Larsen Civil Rights Act and the Persons with Disabilities Civil Rights Act, it is the policy of Utica Community Schools that no person shall, on the basis of race, color, religion, national origin or ancestry, sex, age, disability, height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any instructional opportunities, programs, services, job placement assistance, employment or in policies governing student conduct and attendance. Any person suspecting a discriminatory practice should contact the Executive Director of Human Resources at Utica Community Schools, 11303 Greendale, Sterling Heights, MI 48312 or call (586) 797-1000.