

## MISSION STATEMENT

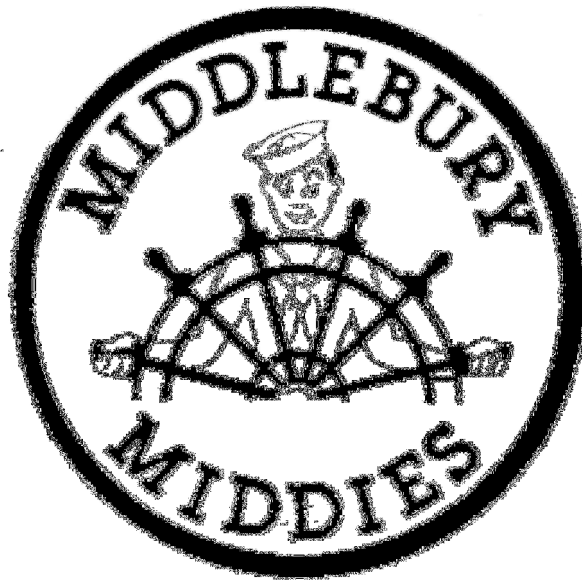
The mission of Middlebury Elementary School, in cooperation with family and community, is to develop compassionate, productive, responsible citizens and life-long learners.

## VISION STATEMENT

Educating Everyone Involves Everyone

# MIDDLEBURY ELEMENTARY HANDBOOK

2009-2010



**Middlebury Elementary School  
432 S. MAIN STREET – P.O. BOX 26  
MIDDLEBURY, IN 46540  
574-825-2158  
FAX: 574-825-7959  
Principal: Mr. Jeremy Miller  
[www.mcsin-k12.org](http://www.mcsin-k12.org)**

## **Life Goals**

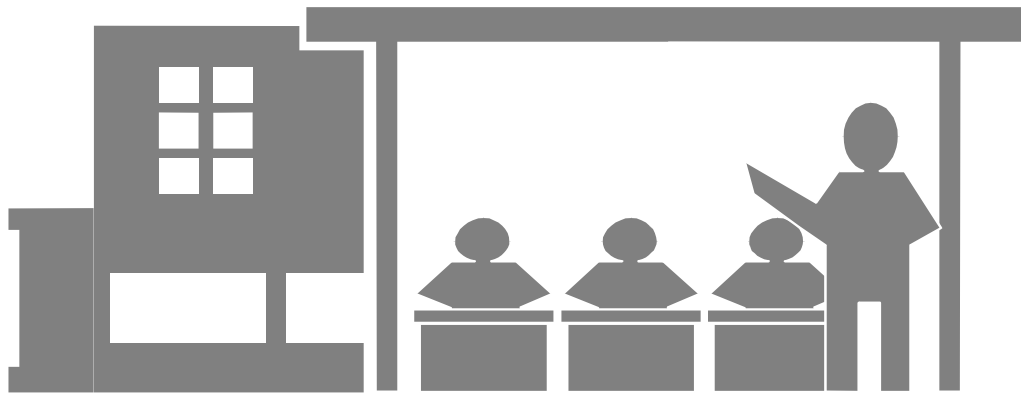
- Treat People Right
- Do the Right Thing

## **Lifelong Guidelines**

- ◆ NO PUT DOWNS
- ◆ PERSONAL BEST
- ◆ TRUST
- ◆ ACTIVE LISTENING
- ◆ TRUTH

## **LIFESKILLS**

- ◆ **Integrity** - To act according to what is right and wrong
- ◆ **Courage** - To act according to one's belief
- ◆ **Initiative** - To do something because it needs to be done
- ◆ **Flexibility** - To be willing to change plans when necessary
- ◆ **Perseverance** - To keep at it
- ◆ **Organization** - To plan, arrange and act in an orderly way; to keep things orderly and ready to use
- ◆ **Sense of Humor** - To laugh and be playful without harming others or putting others down
- ◆ **Effort** - To do your very best
- ◆ **Common Sense** - To use good judgment
- ◆ **Problem Solving** - To find solutions to difficult and everyday problems
- ◆ **Responsibility**-To respond appropriately; to be accountable for your actions
- ◆ **Patience** - To wait calmly for someone or something
- ◆ **Friendship** - To make and keep a friend through trust and caring
- ◆ **Curiosity** - A desire to investigate and seek understanding
- ◆ **Cooperation** - To work together toward a common goal or purpose
- ◆ **Caring** - To feel and show concern for others
- ◆ **Pride** - Satisfaction from doing your personal best
- ◆ **Resourcefulness** - To respond to challenges and opportunities in an innovative and creative way



## **SCHOOL DAY**

The school day begins at 7:45 a.m. and ends at 2:10 p.m. on Monday, Tuesday, Thursday, and Friday and school begins at 8:10 a.m. and ends at 2:10 p.m. on Wednesday. Children who walk to school, or are transported by parents, should NOT arrive before 7:30 a.m. **PLEASE OBSERVE THIS ARRIVAL SCHEDULE.** Students should be dropped off in front of the school when transported by car.

Buses will park in the back of the school to unload and load students. NO CARS should be driven behind the school. Please note the **entrance and exit drives** at the school.

Buses will unload at 7:35 a.m. and walkers may enter the building at that time. Students who are eating breakfast will be dismissed from the bus as soon as it arrives or any time after 7:30 a.m. Any requests, which parents make for children to leave school grounds during the school day, should be limited to absolute necessities. Please send a **written note** to your child's teacher stating time and date your child must leave and who is picking them up **at the office**. You must **sign out** your child in the office. We ask that you **not** go directly to the classroom to pick up your child.

**All entry/exit doors remain locked throughout the day.**

## **SCHOOL HOURS**

Parents and student cooperation is requested in observing the daily school schedule.

### **Monday, Tuesday, Thursday and Friday Schedule:**

- 7:25 a.m. Breakfast served
- 7:35 a.m. Students may enter the building
- 7:45 a.m. Tardy bell
- 2:10 p.m. Dismissal

### **Wednesday Schedule:**

- 7:50 a.m. Breakfast served
- 8:00 a.m. Students may enter the building
- 8:10 a.m. Tardy bell
- 2:10 p.m. Dismissal



**ATTENDANCE:** Please call the school office (825-2158) **before 8:45 a.m.** to report an absence or the school will call. After a child is absent for any reason, HE/SHE SHOULD BRING A **WRITTEN EXCUSE FROM HOME** STATING THE REASON FOR ABSENCE AND SIGNED BY A PARENT OR GUARDIAN.

## SCHOOL BREAKFAST & LUNCH

The school cafeteria will begin serving lunches on the first student day. The price of lunch is **\$8.75** per week or **\$1.75** for single meals. The price of breakfast is **\$6.25** per week or **\$1.25** for a single breakfast. When paying weekly, please send money on the first school day of that week. Another option is to pay for lunches by the semester:

First semester	\$157.50
Second semester	\$157.50

If your child brings lunch and wishes to purchase milk, the price is 40 cents per carton, and can be paid for on a daily basis.

If you pay by check, make all checks payable to **Middlebury Elementary School**. Please do not add anything else to the check. Make it for the lunches only! Thanks!

If you need assistance, please investigate the free or reduced price lunches (see *The Messenger* for details). Reduced price for lunches are \$.40 a day. Reduced price for breakfast is \$.30 a day. Free/reduced price meals are available to those families that qualify in the Middlebury Community Schools along with free textbook assistance.

We urge all parents to complete the application form for Free/Reduced meals. Even if you are not sure that you want free/reduced price meals for your children, complete the application and return it to the office. If you have any questions, please call the office.

It is important to note that schools are required to offer all students all required food items.

The hot lunch includes "five food" items from the 4 food component groups. The student must take all of the five food items, which includes milk as one item. The main entrée usually counts as two of the food components and is required on all lunch trays. A la Carte items may be purchased daily.

We need the help of all parents to go over the menu with their children so they will know what the lunch consists of each day. If you have any questions, please call the school.

### **THE MESSENGER**

The "Middlebury Community Schools *Messenger*" can now be accessed through our corporation website ([www.mcsin-k12.org](http://www.mcsin-k12.org)). This publication is designed to give information needed by all school patrons. Additionally, we hope you had time to read the articles written to inform you of various school policies and programs. We hope you find this method of providing information helpful and will retain the sections you will need for reference throughout the year. If you need a paper copy, please contact the office for one.

## **BOOK RENTAL**

The book rental and purchase list is to inform you of books and supplies your child will be using this year. Exact amount is appreciated whenever possible. Please **do not** include lunch money with book fees. This is very much appreciated by teachers, staff and the bookkeeper. THANKS for your cooperation! Should you have questions or have a problem meeting this obligation, call the school office to arrange for a payment plan.

*BOOK FEES ARE DUE: September 12, 2008*

Kindergarten Fees:           \$60.00  
Grades 1-5 Fees:               \$102.00

Make checks payable to **Middlebury Elementary School**.

## **HEAD LICE**

Pediculosis (head lice) is always a possibility in any family. We encourage you to make careful head checks of all family members to determine that your children have not been infected during the summer. A simple treatment is available from your pharmacist if needed. The school nurse will be checking **all** children for head lice ***within the first two weeks of school***. Should your child be found to have the lice or eggs, he or she will be excluded until all evidence has been removed. Please give your full cooperation for a healthy school population. If you have any questions, please contact the school nurse.

## **READING RECOVERY**

Middlebury Community Schools is the training site for the Reading Recovery program in Northern Indiana. Mrs. Angie Miller is the Reading Recovery teacher in our building. Reading Recovery is a program designed to offer intensive work with individual students having trouble in reading. Mrs. Miller will be teaching first-grade students who qualify for the program, one-half hour every day to help them attain better reading skill levels.



## **TITLE I PROGRAM**

The Title I program at Middlebury is based upon current research concerning emergent readers and early intervention strategies. Students in need of extra help in reading will be given instruction from a certified teacher in groups of no more than three students. The "Early Literacy Groups" allow teachers to use strategies that help readers become independent.

## **HIGH ABILITY PROGRAM**

The High Ability Program of Middlebury Community Schools is called **EXPLORE**. The acronym, EXPLORE, stands for Expanding Potential through Learning Opportunities, Resources, and Experiences. The purpose of this program is to provide a challenging and socially appropriate environment for academically talented students in grade 1-3. The program provides a learning environment, which permits and encourages the capable student to develop his potential while interacting with like ability students as well as chronological peers. It provides a climate that values and enhances intellectual ability, talent, creativity, and problem solving.



## **PUPIL INSURANCE**

An order form for student accident insurance is available from our school office. The schools do not carry medical insurance for students. Checks for this insurance should be made payable to **Markel Insurance Company** for the policy you choose. The completed form and premium are due no later than *August 28, 2009*. We encourage parents **NOT** covered by other health policies to consider school insurance. If you have questions, please call the phone number listed on Markel's form.

## **PHYSICAL EDUCATION**

We are asking that each student have an extra pair of gym shoes to keep at school for the P.E. classes. If this creates any hardships for your family, please contact Mr. Miller at school. Students will not be able to participate in gym class without shoes.

## **SCHOOL TELEPHONE**

Our phone system has after hours voice mail. You may call the school at any time and leave a message by pressing different options. For example, press #1 to report if your child is absent; press #2 to hear the school lunch menu. The school telephones are to be used for school business only, not personal calls by students. Students must have permission by the teacher or the office to make a phone call. Thank you for your understanding.

## **DISCIPLINE EXPECTATIONS**

The staff at Middlebury Elementary School has high expectations for all of our students in the areas of discipline. We approach any discipline problem or concern with a positive attitude. An attitude that believes, "all children are good children, some make good choices and some make bad choices, but it does not make bad children." We model the Life Goals here at MES:

1. Treat others right
2. Do the right thing.

Classroom teachers establish their own expectations for student behavior within their classroom and there are school-wide expectations established for all other areas on the school grounds. This includes the halls, restrooms, lunchroom, playground, walking to and from school, riding a school bus, and other areas.

If a staff member sends a student to the office, Mr. Miller will confer with the student and send a discipline form home to the parent/guardian for a parent signature OR will call a parent on the telephone. It is our intention to keep you informed on what is happening with your child as it occurs. Mr. Miller will have a conference with any parent at any time at your request.

Please refer to "*The Messenger*" for "Rules of Conduct for Students of Middlebury Community Schools." We hope these steps never have to be taken at Middlebury. If you have any questions, please give Mr. Miller a call.

## **ELECTRONIC AND GAMES**

All electronic equipment must be kept at home. These items include, but are not limited to, CD players, iPods, Gameboys, cell phones, etc. These items can cause a distraction to the learning environment; therefore, they should not be brought to school. A classroom teacher can make an exception during field trips and/or special classroom events.

## **BUS RIDING GUIDELINES**

### A. Boarding Bus

1. Be at stop on time
2. Do not destroy surrounding property
3. Line up in orderly fashion
4. Allow bus to come to full stop before boarding
5. Be seated promptly

### B. Riding the Bus

1. Be seated promptly and remain seated in assigned seats
2. Do not obstruct walkway
3. Keep all parts of body inside of windows
4. Do not litter (inside or outside)
5. Do not tease, scuffle, trip, hold, hit, or use body in objectionable manner

6. Do not eat or drink on the bus
7. Talk quietly and do not use profanity or objectionable language
8. Do not smoke
9. Listen respectfully and obey all instructions given by the bus driver
10. Do not bring drugs or alcoholic beverages onto bus

C. Unloading

1. Remain seated until bus comes to a full stop
2. Unload from front to back alternating sides without crowding
3. Stay six feet away from the side of the bus
4. **Always** go around the **front** of bus (**NEVER BEHIND**) when crossing roadway
5. All electronic equipment **MUST** be returned to book bag and left there during the school day. If the equipment is noticed at school, it will be taken from the student to be picked up at a later time.

D. Discipline

1. The bus drivers, along with the principal, are responsible for the safety of all students and, therefore, must expect the best behavior from each student on the bus
2. A student may be assigned a certain seat on the bus for improper behavior
3. A student may be suspended from riding the bus by the driver and the Principal from one to five days for improper behavior
4. A student may be expelled from riding a bus for the remainder of the school year because of continuous misbehavior.

Riding a school bus is a privilege that we should all be thankful for and not take for granted.

### **WALKERS**

An adult is on duty at the crosswalk in front of the school each morning from 7:30 to 7:40 a.m. and assists students crossing the street each afternoon at dismissal time. There is also a police officer on duty now at the end of the day to let out the buses and help with the crossing of walkers. All students who need to walk across State Road 13 (Main Street) are asked to cross at the stoplight in the center of town or with the assistance of the crossing guard in front of the school.

Students should stay on the sidewalks when walking to and from school. Students should stay off and out of yards along the way home and respect the property of others. The same rules apply to and from school as on the playground.

**BIKES** are **not** recommended as a form of transportation to and from school. It is very dangerous riding bikes along Main Street during school times. It is recommended not to let students ride their bikes to and from school. If a child rides a bike to school, the parent must sign a written permission form.

Thank you for your cooperation.

## **HEALTH CONCERNS FROM OUR SCHOOL NURSE**

A number of our students need medications while at school. All medication, either prescription or over-the-counter, must be kept in the clinic and dispensed either by the school nurse or her designee. **Prescription medication can only be given out if the medication form is filled out in full by the child's doctor and by the parent.** When having prescriptions filled, it is helpful to request from the pharmacist a duplicate bottle so that we can keep one bottle at school while you keep the other one at home. Medication will not be given out unless it is in its original container. **Nonprescription medication can only be given if the student's parent fills out the top part of the medication form.** You are welcome to bring in medication from home such as chewable Tylenol, antacids, and cough medicine. All medication must be brought in its original container. Our clinic stocks Tylenol and ibuprofen for our students if they become ill while at school and they do not have medication from home.

If your child becomes ill at school, we will contact you to pick him/her up. Please be thorough in completing the enrollment card. Be certain to add work numbers, and phone numbers of other persons we can call if we are not able to contact you. Please contact our office anytime there is an address or phone number change. Also, please do not send your child to school if he/she is running a fever or if he/she was sick the night before. By keeping children home to fully recuperate, we can decrease the duration of the illness and decrease the spread of flu and colds to other students. If your child is not able to come to school, please contact the office as soon as possible. You may leave a message on our voice mail at any time the office is closed. If we do not receive notification from you that your child will not be in school, we will call your home. In the event that we cannot reach you at your home number, we will begin calling work numbers and then the emergency numbers provided on the enrollment card.

## **PLAYGROUND AND LUNCH SCHEDULES**

### **MORNING RECESS TIMES:**

<b>8:55-9:10 a.m.</b>	<b>Grade Three</b>
<b>9:10-9:25 a.m.</b>	<b>Grade Two</b>
<b>9:30-9:45 a.m.</b>	<b>Grade One</b>
<b>9:45-10:00 a.m.</b>	<b>Kindergarten</b>

### **LUNCH SCHEDULE AND RECESS TIMES:**

<b>10:45-11:35 a.m.</b>	<b>Grade One</b>
<b>11:05-11:55 a.m.</b>	<b>Grade Two</b>
<b>11:30-12:20 p.m.</b>	<b>Grade Three</b>
<b>11:50-12:10 p.m.</b>	<b>Kindergarten</b>

## **WEATHER AND RECESS**

There are many times when students will be required to wear coats and jackets out at recess. Every attempt is made to have students go out at recess, as this is also a valuable time for their learning. Students will be required to wear a jacket when the weather is below **60 degrees**. Students may go without jackets when the weather is above **60 degrees**.

## **SCHOOL CLOSING AND SCHOOL DELAY INFORMATION**

In case school is delayed or cancelled because of road or weather conditions during the winter or because of emergencies at any time, the information will be reported to the following radio or television stations before 7:00 a.m.:

***WFRN-FM Radio 104.7; WHFB-FM Radio 99.9; WNDU, Radio 1490 AM; WJVA Radio 1580 AM; SUNNY, Radio 101.5 FM; WSJV-TV 28; WNDU-TV 16; U-93-FM Radio 92.9; WSBT-TV 22; 960 AM Radio; OLDIES, Radio 94.3 FM.***

If classes need to be dismissed during any school day because of road and weather conditions, or other emergencies, the information will be reported to the same radio and television stations. Parents should make arrangements for children to be able to get into the house, or go to another safe place, in case no adults are home in such a situation.

## **PARENT VOLUNTEERS/3 For Me Program**

There are many times during the year when we need your help. If you can assist in any way, please contact the school office at 825-2158. This is a great way to fulfill your "3 For Me" goal for your child. Watch for more information from our PTO. All help is greatly appreciated!

## **SCHOOL VISITATION**

Parents are encouraged to visit school frequently and actively participate in the education of their child. We request that parents avoid conferences with the teacher during these visits, but rather schedule a conference for a mutually acceptable time.



The first few days of school, testing days, days directly before or after vacations, and the last days of school are not the best time to visit. Teachers would appreciate knowing when visitors will be on hand, just as parents appreciate knowing when they will have company at home. Younger siblings and school-age students from other schools are prohibited from visiting except in unusual situations approved by the teacher and/or principal in advance.

Parents and other family members are welcome to come in to have lunch with their student/child. If you wish to do so, please make sure that you call the office by 9:00 AM so

that the cafeteria can be informed of any additional lunches that need to be made for the day. Family members are not allowed to go out to recess with their student/child.

For the protection of the students, all non-students are to report to the office upon entering the building. **Please do not go directly to the classroom.**

## **SCHOOL BOARD POLICIES**

### **POLICY OF NON-DISCRIMINATION ON THE BASIS ON DISABILITY Section 504 of the Rehabilitation Act of 1973 Americans with Disabilities Act (ADA)**

It is the policy of the Middlebury Community Schools to provide a free and appropriate public education to all disabled students, and not to discriminate against any otherwise qualified individual with a disability, in admission or access to, or treatment or employment in, any program or activity sponsored by this school corporation.

Inquiries regarding compliance with these policies may be directed to:

Mrs. Jane Allen, 504/ADA Coordinator  
Middlebury Community Schools  
57853 Northridge Drive  
Middlebury, IN 46540

Public schools may not discriminate against qualified individuals on the basis of disability in any of its programs, services, or activities. As the school corporation is unable to remove all physical barriers due to financial reasons, alternative methods of providing accessibility are permissible under the regulations. Achieving program accessibility with certain administrative policies will take the cooperation of all staff members. Therefore, staff members should be aware of certain administrative policies that have been adopted to provide accessibility to programs, services, and activities, to both students and patrons of the community. These policies of assistance to students and/or patrons are detailed in the ADA handbook located in the principal's office, along with the Transition Plan (a detailed plan of barrier removal).

### **DANGEROUS WEAPONS POLICY #5772**

The School Board will not tolerate the possession of weapons, bombs, devices, instruments, materials, or substances animate or inanimate, that are used for, or are readily capable of, causing death or serious bodily injury by any student member while on Corporation property, at a school-sponsored event, or on a school vehicle.

This policy shall also encompass such actions as look-alike items, false fire alarms, bomb threats, or intentional calls to falsely report a dangerous condition.

## **DRESS AND GROOMING POLICY #5511**

The School Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance, except when their choices interfere with the educational program of the schools.

Accordingly, the Superintendent shall establish such grooming guidelines as are necessary to promote discipline, maintain order, secure the safety of students, and provide a healthy environment conducive to academic purposes. Such guidelines shall prohibit student dress or grooming practices which:

- A. present a hazard to the health or safety of the student himself/herself or to others in the school;
- B. interfere with school work, create disorder, or disrupt the educational program;
- C. cause excessive wear or damage to school property;
- D. prevent the student from achieving his/her own educational objectives because of blocked vision or restricted movement.

**Wearing Apparel at Middlebury** will be in good taste and appropriate to the educational atmosphere. The following dress guidelines are designed for Middlebury students:

1. Shorts and/or skirts need to be fingertip length and made of non-cling, non-transparent fabric. Un-hemmed, layered shorts, or biker shorts may not be worn.
2. Tank tops, halter tops, or see-through shirts of any kind may not be worn.
3. Articles of clothing, including pins/buttons, that advertise illegal substances or that display profanity, obscenity, or inappropriate innuendoes may not be worn.
4. Torn, ripped or clothing with holes may not be worn.
5. Midriffs must be covered with clothing.
6. Clothing must be worn as designed to be worn.
7. No caps/hats are allowed to be worn in the school.
8. Snow apparel: K, 1<sup>st</sup> and 2<sup>nd</sup> grade students ARE REQUIRED to wear boots, snow pants/suit, hats, and gloves to play in the snow and on the snow piles. 3<sup>rd</sup> grade students are STRONGLY ENCOURAGED to wear the above mentioned items but are not required to play in the snow. We feel good common sense is important for ALL students to enjoy the snow and cold weather.

Please plan now for cold weather. Boots, mittens, and warm hats should be considered now! It is of great concern to see the number of students without these important items when the weather turns cold.

**SCHOOL BOARD POLICY  
#2416**

It is the policy of the Middlebury Community School Corporation that students will not be required to participate in a personal analysis, evaluation or survey that is not directly related to academic instruction without prior written consent of the student's parent or guardian. Any instructional materials related to such an analysis, evaluation or survey will be made available for inspection by the parent or guardian. Questions about this policy may be addressed to the building principal or to the superintendent's office.

**ELEMENTARY DRUG FREE POLICY  
#5530  
*Middlebury Community Schools***

The School Board recognizes that the misuse of drugs is a serious problem with legal, physical, and social implications for the entire school community. As the educational institution of this community, the schools should strive to prevent drug abuse and help drug abusers by educational, rather than punitive, means. For purposes of this policy, "drugs" shall mean:

- A. all dangerous controlled substances as so designated and prohibited by Indiana statute;
- B. all chemicals which release toxic vapors;
- C. all alcoholic beverages;
- D. tobacco and tobacco products;
- E. any prescription or patent drug, except those for which permission to use in school has been granted pursuant to Board policy;
- F. anabolic steroids;
- G. any "look-alike" substances;
- H. any other illegal substances so designated and prohibited by law.

The Board prohibits the use, possession, concealment, or distribution of any drug or drug paraphernalia at any time on Corporation property or at any school-related event. It further establishes a drug-free zone within 1000 feet of any facility used by the Corporation for educational purposes.

- Students who violate the above rules will be disciplined by the building principal. Possible disciplinary measures include in-school suspension, out-of-school suspension, probation, a due process hearing, expelled or other measures.
- Major efforts will be invested in the Red Ribbon Week activities each year.
- Each teacher will provide drug free instruction each year as part of the health curriculum.

**MIDDLEBURY COMMUNITY SCHOOLS' COMPUTER NETWORK/INTERNET  
ACCEPTABLE USE AGREEMENT**

The last page of the agreement is for the parent or guardian to sign and date giving permission for their child to use the computers here at Middlebury. Please return the signed form to your child's teacher. If you have any questions or concerns with the agreement, please call the office. Thank you for your cooperation. This form is for NEW STUDENTS to Middlebury Elementary School. You only need to sign the agreement one time while attending the elementary school.

**Several laws created during the 2005 session of the Indiana General Assembly are now in effect for ALL Indiana public schools:**

**Bullying (SEA 285):** Legally defines bullying. Creates local safe school committees. Provides statewide training to help teachers and administrators prevent and intervene in bullying situations and discipline bullies before they escalate to mental, physical harm, or worse.

**Pledge, Flags, Moment of Silence (SEA 332):** Requires a U.S. flag to be displayed in each classroom and the voluntary daily reciting of the pledge of allegiance. Provides exemptions for students who choose, or whose parents choose for them, not to participate. Requires school corporations to establish a daily moment of silence. Requires Indiana's Attorney General to defend schools in any civil suit based on the law's provisions.

**MIDDLEBURY ELEMENTARY SCHOOL  
2009-2010**

		<b>ROOM #</b>
Principal	Jeremy Miller	Office
Secretary to the Principal	Susan Stahnke	Office
Bookkeeper	Amy Powers	Office

**TEACHING STAFF**

Kindergarten	Ashli Engle	10
	Jackie Shuler	11
	Karen Johnson	9
	Jennie Siri	8
Grade One	Patty Prendergast	5
	Cathy Brandenberger	4
	Joseph Parks	3
	Lucy Dickey	2
Grade Two	Nancy Christner	A2
	Lynn Beier	B3
	Lori Luken	A3
	Annette Mast	B1
Grade Three	Angie Troyer	C2
	Derek Sallee	D1
	Theresa VanElk	D3
	Allyce Puckett	C3

## SUPPORT STAFF

Special Education	Kelly Jantzi	14
Special Education Assistant	Jennifer Ball	14
Special Education Assistant	Lori Scott	14
Speech Language Teacher	Susan Smith	17
Music	Rick Loar	13
P.E.	Heidi Christner	Gym
Art	Emily Clevenger	12
School Nurse	Michelle Miller	Office
Librarian	Linda Garber	Library
Title I Coordinator	Cathy Morgan	Ad. Center
Elementary Counselor	Carole Pascarella	18
Psychologist	Ying Li	
Gifted & Talented Coordinator ?	Cathy Morgan	Ad. Center
Reading Recovery Coordinator	Patti McGlauchlen	O.V.E.S.
Reading Recovery Teacher	Angie Miller	Rdg. Recovery

## SUPPORT STAFF

		<b>ROOM #</b>
Head Custodian	Sherie Neff	16
Custodians	Jerry Knopper	16
Matron	Linda Harshbarger	16
Cafeteria Manager	Brenda Bowers	Kitchen
Cooks	Margaret DeLucenay	Kitchen
	Linda Neely	Kitchen
	Kathy Hartzler	Kitchen
	Crystal Christner	Kitchen
Instructional Assistants	Marsha Maloney	
	Dena Deal	
Building Assistants	Vicki Lundquist	Office
	Kathy DeMott	
Library Assistant	Deb Doeden	Library
Title I Teacher	Melanie Owens	15
	Elyse Graber	

**P.T.O. OFFICERS**

President  
Secretary  
Treasurer

Shayne Cripe  
Miranda Cripe  
Lavon Yoder

**BUS DRIVERS**

Bus #49  
Bus #17  
Bus #3  
Bus #21  
Bus #4  
Bus #1  
Bus #35  
Bus #6  
Bus #32

Willy Miller  
Monica Elliott  
Steve Fisher  
Sherry Weaver  
Darlene Cross  
Jill Rhodes  
Dave Williams  
Bob Derr  
Mark Loving