

Woodland Primary School
Mark Houk, Principal

MEMO

DATE: 2-21-13
TO: Michael Green
FROM: Mark Houk

RE: FEBRUARY 27 SCHOOLBOARD VISIT 9:30-11:30

We are looking forward to visits from school board members this next week! Below, I have highlighted some of what is going on during the 9:30-11:30 segment of time at Woodland Primary.

-Board members are welcome to visit any area of our school, however, I have noted some classrooms or settings that are either new or particularly worth note to those not in our school everyday.

-I will try and be available to show board members areas of our school operation as or if they wish.

-Please have all check in at the Main Office upon arrival.

9:30-10:15

*KG/1st Grade end of our school is in their Reading Block.

-Please visit our classrooms AND make a point of listening in on small groups in Great Space and Reading Room #101

-Perhaps make a point to say "hello" to Mrs. Pitt-Garland in room #203 and to second year KG teacher Mrs. Wallace in room #210.

*A portion of our 3rd Grade is at a "Special" during this time (PE/Music or Library)

*2nd grade is typically engaged in Math lessons

10:00-10:30

We have some recess going out on the playground (2nd/3rdGrades)

10:30-11:55 2nd Grade Reading Block

*Mrs. Long room #106 and our Reading Room #101 coordinate to provide Reading Block services to our most intensive readers during this block.

*3rd grade is engaged in Math and other subjects during this time.

*1st grade will be at Specials (PE/Music or Library)

*KG begins our lunch time by heading up to cafeteria – 11:15.

Other Places Programs to visit:

-ELL Classroom – Portable #PO5 (Mrs. Robison/Mrs. Sprague/Mrs. Dittmer)

-Special Education Pre-School – Portable #PO6 (Mrs. Dahl/Mrs. Sanders)

-PE in the gym with Mrs. Olson/Mrs. Grayson – check out our new paint job and baskets

-Mrs. Kleinschmidt – 3rd grade room #110

-Mrs. Morris – 3rd grade room #111

-Ms. Owens – 2nd grade room #204

*****There will be Master Schedules and School Maps on my office table for board members to utilize upon their arrival!*****

