

Weekly Staff Information Packet (SIP)

July 26 – 30, 2010

(You may click on a page item to go directly to it)

July 26, 2010 – NO SIP

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July 27, 2010 – NO SIP

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July 28, 2010

School Administrators, Teachers –

Media Opt-Out Form (David Smith & Tammy Dodderidge) 2

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July 29, 2010 – NO SIP

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July 30, 2010

All Staff –

District Inservice Locations for August 10 (Sara Reiter) 4

District Inservice Locations for August 11 (Sara Reiter) 7

SIP
MEMO

07/28/10



to: School Administrators, Teachers
from: David Smith, chief of staff, and Tammy Dodderidge, communications manager
subject: Media Opt-Out Form
date: July 28, 2010

The Communications Office is instituting a new policy regarding the publication of photographs/images of students for publicity purposes.

In the past, we have asked teachers and principals to send home a media release form which parents must sign to give the district permission to use a student's image online and in our publications. This year, we are changing that policy and asking parents/guardians who DO NOT want their child's image to be reproduced/published to sign a waiver "opting out" of the process.

We are asking teachers and/or principals to make sure that these forms are sent home to all parents. Returned forms should be kept on file in the school office. When staff members or media come into buildings to photograph events/students, they should always check in with the office to see if there are students whose parents have "opted out" of the process. These students should not be photographed.

We appreciate your help with instituting this new policy. If you have questions, please feel free to contact Tammy at 279-2225.

This form is also posted on our website at <http://www.kckps.org/privacy/>.



Media Opt-Out Form for the Kansas City, Kansas Public Schools

(Complete and return this form ONLY if you do NOT give permission for your student to appear in news media or school and district publicity images.)

School events, classroom activities and special programs are sometimes photographed or videotaped by school representatives or local media to post on Web sites or in newsletters or to air on television news or cable programs.

If you do NOT want to have your child(ren) photographed or videotaped for the above purposes, please sign and return this form to your child's school office. **This form applies only to the current school year.**

Today's Date _____

Student's Full Name _____

School _____

Student's Current Grade Level _____

Teacher's Name (Elementary Only) _____

Graduation Year _____

Parent or Guardian's Name _____

Parent or Guardian's Signature _____

District Inservice Locations

SIP
MEMO

07/30/10

to: All Staff
from: Sara Reiter, Project Manager-Excellence in Instruction
subject: District Inservice Locations for August 10
date: July 30, 2010



Attached please find a listing of locations for District Inservice meetings to be held on August 10. If you have any questions please call either the contact person listed or me at 627-2422. Thank you!

District In-service Locations

August 10, 2010

1:00 pm - 4:00 pm

Group	Location	Contact Person
28 Non-Pilot Elementary Schools	Report to school site	Eva Tucker & Jennifer Malone
Emerson & Mark Twain	Wyandotte High School	Mary Viveros
Middle & High School Literacy/English	Harmon High School	Margie Ramirez
Middle & High School Math	Wyandotte High School	John Scanlan
Middle & High School Science	Wyandotte High School	Mary Ann Coleman
Middle & High School Social Studies	Harmon High School	Brenda Burney
Middle & High School World Languages	Harmon High School	Brenda Burney
Career & Technical Programs	Ed. Center Room 246	Megan Spohrer
Mid School Family & Cons. Science	Ed. Center Room 246	Megan Spohrer
JDC	Attend with Regular Ed.	Gayla Steenbergen
Art, Music, P.E. & Theater	Schlagle Auditorium	Jean Ney
ESL	Harmon High School	Sabina Hacker
Technology Teachers Elem.& Middle	West Middle School Computer Lab	Julie Leach
Librarians	Northwest Middle School	Karen Vaverka
PRESCHOOL		
Pre K Teachers- At Risk	KCKECC or Morse- check with principal	Kim Shaw
SPED		
Mark Twain and Emerson SLC Teachers and Paras	Wyandotte High School with Gen. Ed. Peers	Kim Shaw
School Psychologists	See directions from your Coordinator	Kim Shaw
School Social Workers (SpEd only)	See directions from your Coordinator	Kim Shaw
Elem. SLC Para Educators:	Attend PD with Gen Ed. Peers from your site	Kim Shaw
Elem. Harmon/Washington Clusters	Attend PD with Gen. Ed. Peers from your site	Kim Shaw
Elem. Schlagle/Wyandotte Clusters	Attend PD with Gen. Ed. Peers from your site	Kim Shaw
Middle School Sped. SLC Teachers	Attend PD with Gen. Ed. Peers from your site	Kim Shaw

District In-service Locations

August 10, 2010

1:00 pm - 4:00 pm

Middle School Para Educators	Harmon High School	Kim Shaw
High School Sped. SLC Teachers	Attend PD with Gen. Ed. Teachers from your site	Kim Shaw
High School SLC Para Educators	Harmon High School	Kim Shaw
Elementary Lifeskills, STEPS. SpEd Teachers and Para Educators	Attend PD with Gen. Ed. Peers from your site	Kim Shaw
Middle and High Schools Lifeskills, STEPS. SpEd Teachers and Para Educators	Wyandotte High School	Kim Shaw

District Inservice Locations

SIP
MEMO

07/30/10

to: All Staff
from: Sara Reiter, Project Manager-Excellence in Instruction
subject: District Inservice Locations for August 11
date: July 30, 2010



Attached please find a listing of locations for District Inservice meetings to be held on August 11. If you have any questions please call either the contact person listed or me at 627-2422. Thank you!

District In-service Locations

August 11, 2010

8:00 am - 4:00 pm

Group	Location	Contact Person
28 Non-Pilot Elementary Schools	Report to school site	Eva Tucker & Jennifer Malone
Emerson & Mark Twain	Wyandotte High School	Mary Viveros
Middle & High School Literacy/English	Harmon High School	Margie Ramirez
Middle & High School Math	Wyandotte High School	John Scanlan
Middle & High School Science	Wyandotte High School	Mary Ann Coleman
Middle & High School Social Studies	Harmon High School	Brenda Burney
Middle & High School World Languages	Harmon High School	Brenda Burney
Career & Technical Programs	Ed. Center Room 246	Megan Spohrer
Mid School Family & Cons. Science	Ed. Center Room 246	Megan Spohrer
JDC	Attend with Regular Ed.	Gayla Steenbergen
Art, Music, P.E. & Theater	Schlagle High School	Jean Ney
ESL	Harmon High School	Sabina Hacker
Technology Teachers Elem.& Middle	West Middle School Computer Lab	Julie Leach
Librarians	Northwest Middle School	Karen Vaverka
PRESCHOOL		
Pre K Teachers- At Risk	KCKECC or Morse- check with principal	Kim Shaw
SPED 8:00 am - 11:00 am		
Mark Twain and Emerson SLC Teachers and Paras	Wyandotte High School with Gen . Ed. Peers	Kim Shaw
School Psychologists	See directions from your Coordinator	Kim Shaw
School Social Workers (SpEd only)	See directions from your Coordinator	Kim Shaw
Elem. SLC Para Educators:	Attend PD with Gen Ed. Peers from your site	Kim Shaw
Elem.Harmon/Washington Clusters	Attend PD with Gen. Ed. Peers from your site	Kim Shaw
Elem. Schlagle/Wyandotte Clusters	Attend PD with Gen. Ed. Peers from your site	Kim Shaw
Middle School Sped. SLC Teachers	Attend PD with Gen. Ed. Peers from your site	Kim Shaw
Middle School Para Educators	Harmon High School	Kim Shaw

District In-service Locations

August 11, 2010

8:00 am - 4:00 pm

High School Sped. SLC Teachers	Attend PD with Gen. Ed. Teachers from your site	Kim Shaw
High School SLC Para Educators	Harmon High School	Kim Shaw
Elementary Lifeskills, STEPS. SpEd Teachers and Para Educators	Attend PD with Gen. Ed. Peers from your site	Kim Shaw
Middle and High Schools Lifeskills, STEPS. SpEd Teachers and Para Educators	Wyandotte High School	Kim Shaw
High School and Elem. Gifted	Attend with Gen Ed. Peers from your site	Kim Shaw
Speech Pathologist, OT's, MT's & PT's	See directions from Coordinator	Kim Shaw
Nurses	See directions from Nurse Facilitator	Kim Shaw
ECSE	Attend PD with Gen. Ed. Peers from your site	Marylee Griffiths
SPED 1:00 pm - 4:00 pm		
Mark Twain and Emerson SLC Teachers and Paras	Reardon Center	Kim Shaw
School Psychologists	Reardon Center	Kim Shaw
School Social Workers (SpEd only)	Reardon Center	Kim Shaw
Elem. SLC Para Educators:	Reardon Center	Kim Shaw
Elem. Harmon/Washington Clusters	Reardon Center	Kim Shaw
Elem. Schlagle/Wyandotte Clusters	Reardon Center	Kim Shaw
Middle School Sped. SLC Teachers	Reardon Center	Kim Shaw
Middle School Para Educators	Reardon Center	Kim Shaw
High School Sped. SLC Teachers	Reardon Center	Kim Shaw
High School SLC Para Educators	Reardon Center	Kim Shaw
Elementary School Lifeskills, STEPS. SpEd Teachers and Para Educators	Reardon Center	Kim Shaw
Middle and High School Lifeskills, STEPS. SpEd Teachers and Para Educators	Reardon Center	Kim Shaw
High School and Elem. Gifted	Reardon Center	Kim Shaw
Speech Pathologist, OT's, MT's & PT's	Reardon Center	Kim Shaw
Nurses	Duck Pond	Kim Shaw
ECSE Teachers	Reardon Center	Kim Shaw