

Washington Elementary School

General Schedule

2011-2012

**Mr. Ron Scott, Principal
Mr. Michael Stegman, Superintendent**

**Washington Elementary
114 North E Street
Washington, KS 66968
1 (785) 325-2261 x2
1 (888) 325-2503 x2**

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USD 108 WASHINGTON COUNTY SCHOOL 2011-2012 SCHOOL CALENDAR

Aug	15	Fall Sports Practices Begins
Aug	22,23,24 th	Teacher In-services Days
Aug	25	First Day of School (1/2 day) , no lunch, 11:30 dismissal
Sept	5	NO SCHOOL – Labor Day
Sept	16	Late Start - school starts at 9:00 a.m. (Teacher in-service 7:30 -9:00 a.m.)
Sept	22	School Pictures Taken
Sept	30	PTO Book Fair – West lobby
Oct	10	NO SCHOOL – Teacher In-service
Oct	11	Randy Nadler Assembly, 8:00 a.m., West Gym; K-6 th
Oct	21	End of First Quarter
Oct	21	Picture Retakes
Nov	1	Parent/Teacher Conference
Nov	3	Parent/Teacher Conference
Nov	11	Late Start - School starts at 9:00 a.m. (Teacher In-service 7:30 -9:00 a.m.)
Nov	23	NO SCHOOL (P/T Conf. Comp Day)
Nov	24,25	NO SCHOOL – Thanksgiving Vacation
Dec	5	Elementary Winter Program, 7:30 p.m., High School Gym
Dec	16	Late Start - School starts at 9:00 a.m. (Teacher In-service 7:30-9:00 a.m.)
Dec	22-Jan 1	Winter Break
Jan	2	School Begins 8:00 a.m.
Jan	6	End of First Semester
Jan	23	NO SCHOOL – Teacher In-service
Feb	16	Parent/Teacher Conference
Feb	20	NO SCHOOL – Teacher In-service
Feb	23	Parent/Teacher Conferences
Mar	9	End of Third Quarter
Mar	19	NO SCHOOL P/T Conf. Comp Day
Mar	20-23	NO SCHOOL - Spring Break
April	6	NO SCHOOL – Good Friday
April	9	Class Group Pictures 8:00 a.m., West Gym
May	4	May Fete Program, 7:30 p.m., High School Gym
May	7	NO SCHOOL - Teacher In-service
May	20	High School Graduation – 2:00 p.m., High School Gym
May	22	8 th Grade Graduation - 8:00 p.m., High School Gym
May	23	Tiger Relays, 12:30 p.m. – High School Track
May	24	Last Day of Classes – No lunch, 11:30 a.m. dismissal
May	25	Teacher In-service

GENERAL SCHEDULE
WASHINGTON ELEMENTARY

7:40 a.m.....Teachers arrive who have morning duty.

7:45 a.m.....Other teachers and students arrive.

7:55 a.m.....Bell to summons students from playground.

8:00 a.m.....First Class Session

9:30-9:45 a.m.Recess for grades Kg. through 6th.

11:40 a.m.....Lunch dismissal for Kg., 1st, 2nd & 3rd.

11:40 a.m.-12:10 p.m.Noontime for grades Kg., 1st, 2nd & 3rd.

11:50 a.m.....Lunch dismissal for grades 4th, 5th & 6th.

11:50 a.m.-12:20 p.m.Noontime for grades 4th, 5th, & 6th.

1:30-1:45 p.m.....Recess for grades Kg. through 6th

3:12 p.m.Dismissal Bell

3:20 p.m.Bus leaves Washington

SCHOOL PHONE NUMBERS

WASHINGTON ELEMENTARY SCHOOL TOLL FREE NUMBER
1-888-325-2503 ext. 2

REGULAR SCHOOL PHONE NUMBERS
WASHINGTON ELEMENTARY 1-785-325-2261 ext. 2

SCHOOL FAX MACHINE
WASHINGTON ELEMENTARY 1-785-325-2801

MORNING AND NOON SUPERVISION
WASHINGTON ELEMENTARY

EAST BUILDING: The morning duty shall begin promptly at 7:40 a.m. and end at 7:55 a.m. The supervision of the outside will be done on an alternating basis with the staff members. A schedule will be distributed to the staff at the beginning of the school year. The supervisor may allow the students to pass to their lockers, or classrooms, but most students shall remain outside if weather permits. If students are outside, the supervisor shall also be outside watching the area.

NOON DUTY: 4th 5th & 6th grade teachers will supervise the noon play period which will begin when the first class returns from the lunchroom. An alternating schedule for the staff members will be distributed and they will remain on duty until the last class is called in at the appropriate time. (4th -6th Grades will return to class at 12:20 p.m.)

WEST BUILDING: The morning duty shall begin promptly at 7:40 a.m. and end at 7:55 a.m. The supervision of the outside will be done on an alternating basis with the staff members. If students are outside, the supervisor shall also be outside watching the area. A schedule will be distributed to the staff at the beginning of the school year.

NOON DUTY: Kg, 1st, 2nd & 3rd Grade teachers will supervise the noon play period which will begin when the first class returns from the lunch room. An alternating schedule for the staff members will be distributed and they will remain on duty until the last class is called in at the appropriate time. (They will return to class at 12:10 p.m. for K-3rd.)

CLASSROOM TEACHERS: Classroom teachers, grades Kg. through 6th, are scheduled periodically to walk with the students to hot lunch at the appointed time. The classroom teacher then is responsible to see that order is kept in the halls during the rest of the noon period. Each classroom teacher is required to have his/her class back in the classroom by the scheduled time. See Schedule below:

Grades Kg., 1, 2 & 3	8:00 - 11:40 a.m. 12:10 - 3:12 p.m.
Grades 4, 5, & 6	8:00 - 11:50 a.m. 12:20 - 3:12 p.m.

GUIDELINES FOR RECESS AND RIDING THE BUS TO LUNCH

Students will ride the bus to lunch and stay inside for recess if any of the following conditions exist. 1. It is raining. 2. It is snowing heavily. 3. A wind chill advisory has been issued. Otherwise students should expect to be outside and dress appropriately.

FIRE DRILL
WASHINGTON "EAST" ELEMENTARY SCHOOL

State law requires monthly fire drills. Teachers should familiarize themselves with exit routes and fire drill procedures.

After students have filed out of the building, have them form a circle and count off so the teacher can quickly tell if all students are present. Close classroom doors as soon as the last person files out.

- Board RoomOut Southwest entrance, (use East door.)
- Resource RoomOut Southwest entrance, (use West door.)
- Fifth Grade, Mrs. GilliamDown the east side of West stairs and out the Southwest door, (use West door)
- Fourth Grade, Mr. KearnOut Southeast door-east side of hallway,(use East door.)
- Sixth Grade, Mrs. DragastinUse West side of east stairs and out theSoutheast door. (use east door.)
- Science LaboratoryUse West side of West stairs and out theSouthwest door, (use east door).
- School OfficeOut Southeast door-west side of hallway,(use west door.)
- Sixth Grade, Mrs. ColgroveUse the West side of West stairs and outSouthwest door. (use East door).
- Fourth Grade, Mrs. PetersUse East side of East stairs and out theSoutheast door, (use West door).
- Title RoomUse West side of East stairs and out theSoutheast door, (use East door).
- Speech Room Use East side of West stairs and out theSouthwest door, (use West door).
- Gymnasium Go out West door of gym.



FIRE DRILL

WASHINGTON "WEST" ELEMENTARY SCHOOL

State law requires monthly fire drills. Teachers should familiarize themselves with exit routes and fire drill procedures.

After students have filed out of the building, have them form a circle and count off so the teacher can quickly tell if all students are present. Close classroom doors as soon as the last person files out.

- Title Room Mrs. DeanGo out South doors (use southwest door).
- Third Grade-Mrs. ClarkGo out South doors (use southeast door).
- Second Grade-Mrs. KossGo out South doors (use southeast door).
- Second Grade-Mrs. Rundle.....Go out South doors (use southwest door).
- First Grade – Mrs. Gauby, Mrs. KingstonGo out South doors (use southwest door).
- Kindergarten-Mrs. FragerGo out East hallway using North side of
.....hallway out first exit door to the South.
- Resource Room.....Go out Northeast classroom door, then out
.....first exit door to the South.
- Kindergarten-Mrs. CeclreGo out South doors (use southeast door).
- Music Room.....Go out southeast classroom doors, then
.....out first exit door to the South.
- Computer Room.....Go down West side of hallway to the
.....North then out West entrance.
- Library/Speech.....Go out Exit doorway on West side of
.....classroom.
- Gym.....Go out South doors to West main entrance
.....using North side of hallway.
- Art Room (Vocational Building)Go out Northeast door-walk to
.....east side of parking lot.



TORNADO DRILLS

State law requires that the school have three tornado drills during the school year. Teachers should familiarize themselves with the routes and procedures.

WASHINGTON "EAST" ELEMENTARY SCHOOL

All students are to go to the ground floor, sit in east-west hallway against the wall and protect your head with your arms.

WASHINGTON "WEST" ELEMENTARY SCHOOL

Resource Room, Mrs. Cercle (Kindergarten), Mrs. Koss (2nd grade).....Go to nurses station and teachers lounge - go down east side of hallway.

Library, Mrs. Frager (Kindergarten), Computer Room, Mrs. Dean (Title Room), Mrs. Rundle (2nd Grade).....Go to boys locker room-go down west side of hallway.

Music, Mrs. Gauby (1st grade), Mrs. Kingston (1st grade), Mrs. Clark (3rd grade)Go to girls' locker room-go down middle of hallway.

Vocational Building.....Go to hallway near restrooms.



Washington Elementary Art Schedule
 2011-2012 School Year
 Mrs. Toole

First Semester	Second Semester
MONDAY	MONDAY
10:40 am – 11:20 am Colgrove	10:40 am – 11:20 am Colgrove
TUESDAY	TUESDAY
10:40 am – 11:20 am Dragastin	10:40 am – 11:20 am. Dragastin
WEDNESDAY	WEDNESDAY
10:40 am – 11:20 am Gilliam	10:40 am – 11:20 am Gilliam
THURSDAY	THURSDAY
10:40 am – 11:20 am Kearn	10:40 am – 11:20 am Kearn
FRIDAY	FRIDAY
10:40 am – 11:20 am Peters	10:40 am – 11:20 am Peters



Washington Elementary Library Schedule
2011-2012 School Year
Mrs. Aufdengarten

MONDAY

12:30 pm-12:55 pm Kingston

1:00 pm – 1:25 pm Rundle

TUESDAY

12:25 pm – 12:50 pm Colgrove

1:00 pm – 1:25 pm Gauby

1:50 pm – 2:15 pm Koss

2:30 pm – 3:00 pm Cecrle

WEDNESDAY

12:25 pm – 12:50 pm Kearn

12:50 pm – 1:15 pm Peters

THURSDAY

12:25pm -12:50pm Dragastin

1:00pm -1:25 pm Frager

1;50 pm – 2:15 pm Clark

FRIDAY

12:25 pm – 12:50 pm Gilliam



Elementary Music Schedule
2011-2012 School Year
Mrs. Manning

MONDAY

8:10 am – 8:35 am	Dragastin
8:40 am – 9:05 am	Gauby
9:05 am – 9:30 am	Cecrle
9:50 am – 10:15 am	Frager
11:25 am – 11:50 am	Colgrove
12:25 pm – 12:50 pm	Peters
1:00 pm – 1:25 pm	Clark
2:00 pm – 2:35 pm	Koss

TUESDAY

8:10 am– 8:35 am	Colgrove
8:40 am – 9:05 am	Kingston
9:05 am - .9:30 am	Rundle
9:50 am – 10:15 am	
11:25 am – 11:50 am	Dragastin
12:25 pm – 12:50 pm	Kearn
1:00 pm – 1:25 pm	
2:00 pm – 2:25 pm	Gilliam

WEDNESDAY

8:10 am – 8:35 am	Dragastin
8:40 am – 9:05 am	Gauby
9:05 am – 9:30 am	Cecrle
9:50 am – 10:15 am	Frager
11:25 am – 11:50 am	Gilliam
12:25 pm – 12:50 pm	Peters
1:00 pm – 1:25 pm	Clark
2:00 pm – 2:25 pm	Koss

THURSDAY

8:10 am – 8:35 am	Colgrove
8:40 am – 9:05 am	Kingston
9:05 am – 9:30 am	Rundle
9:50 am – 10:15 am	
11:25 am – 11:50 am	Kearn
12:25 pm – 12:50 pm	Gilliam
1:00 pm – 1:25 pm	Gauby
2:00 pm – 2:25 pm	Koss

FRIDAY

8:10 am – 8:35 am	Rundle
8:40 am – 9:05 am	Kingston
9:05 am – 9:30 am	Cecrle
9:50 am – 10:15 am	Frager
11:25 am – 11:50 am	Peters
12:25 pm – 12:50 pm	Kearn
1:00 pm – 1:25 pm	Clark
2:00 pm – 2:25 pm	

Washington Elementary Band Schedule
2011-2012 School Year
Mr. Wilson

5 th Grade	6 th Grade
M – W – F 1:35 pm – 2:20 pm	M – W – F 2:25 pm – 3:05 pm



Washington Elementary School
Physical Education Schedule
2011-2012 School Year
Mr. Romeiser – East & West Buildings

Monday/Tuesday/Wednesday/Thursday/Friday

8:05 am – 8:35 am	4 th Grade
8:35 am – 9:05 am	5 th Grade
9:05 am – 9:35 am	6 th Grade
9:45 am – 10:15 am	2 nd Grade
10:15 am – 10:45 am	1 st Grade
10:45 am – 11:15 am	Kindergarten
11:15 am – 11:45 am	3 rd Grade

