

August 15, 2016

Dear Greenvale Park Faculty and Staff,

With this letter I would like to officially begin our school year and welcome you once again to an exciting opportunity to make a difference in someone else's life.

Now starting my tenth year at Greenvale Park, I would also like to use this letter to tell you why I am so pleased to be part of this district. Northfield's schools are considered to be among the finest in the nation. They are routinely recognized for educational excellence. Such recognition doesn't occur by chance. It is the result of three things: motivated students, caring parents/guardians, and dedicated faculty and staff members. I believe that the real strength of the Northfield Public Schools lies in the collective talents of an exceptionally well-trained and dedicated faculty and staff.

As a faculty/staff member, you have a very important job in an outstanding school system. While I publicly proclaim the classroom teacher's role in the successful schooling of children, anyone who has worked in a public school knows that parents, volunteers, office support staff, child nutrition staff, teacher assistants, custodians, and bus drivers play vitally important roles in creating a school environment that is safe, clean, and conducive to student learning. In Northfield, all jobs are important and each of us contributes directly to the welfare of our children. Please keep this in mind.

The first day back is Monday, August 29, 2016. **Our PTO will be providing breakfast in the Media Center at 8:00am. In the past we have done a potluck at our first staff meeting on the first Monday back. This year the first staff meeting is on a Tuesday. Since our PTO planned for Monday, it makes sense to eat together on Monday. The entire faculty and staff are invited to our breakfast. Non-licensed staff who are not required to be back on August 29, 2016 can attend our breakfast as an option. Please be sure to fill out a Payroll Claim Form so that you are compensated.** Educational Assistants (EAs) should remember that they have an all-day training on Tuesday, August 30, 2016. I've spoken to Mary Hanson and she shared with me that EAs will be back in the buildings at 9:00am that day. In this way EAs can also join our 9:00am – 11:00am staff meeting ☺ Licensed faculty will meet at the High School on Tuesday, August 30, 2016. See Pre-Fall Development Schedule at the end of this letter for further information about our first week back.

When you arrive back this fall you'll find new faces and dare I say new energy! To assist you in getting to know the 2016-2017 faculty and staff of Greenvale Park I am including a personnel roster and map of the building as on-line documents.

I will be mailing letters to parents today regarding classroom placement with information about Ready, Set, Go Day. I can't wait to see everyone again!

David Craft, Principal
Greenvale Park

Pre-Fall Development

| <u>DATE</u> | <u>TIME</u> | <u>EVENT</u> | <u>LOCATION</u> |
|------------------------------|--------------------|---|-----------------------------|
| Monday, August 22 | 8:00am | OPTIONAL Everyday Math Workshop <i>(See email from Mary Hanson Sent 8-2-16, 2:32pm)</i> | High School Media Center |
| | 3:30pm | End of Day | |
| Wednesday, August 24 | 7:45am | New Teacher Workshop | Middle School |
| | 3:45pm | End of Day | |
| Thursday, August 25 | 7:45am | New Teacher Workshop | Middle School |
| | 3:45pm | End of Day | |
| Monday, August 29 | 7:30am | Teacher Work Time | Greenvale Park |
| | 3:30pm | End of Day | |
| Tuesday, August 30 | 7:30am | Coffee and Rolls | Middle School Café |
| | 8:00am | All Staff Meeting | Middle School Auditorium |
| | 9:00am | Faculty and Staff Meeting <i>(DCSDS Representatives from Greenvale Park present new PLC Forms: Danielle, Alisha, Stephanie H.)</i> | Greenvale Park Media Center |
| | 11:00am | RSG training with MTSS Coaches <i>(During Teacher Work Time)</i> | Greenvale Park |
| | 12:00pm | Lunch on Your Own | |
| | 1:00pm | Flex Time <i>(Possible Information Sharing or Teacher Work Time)</i> | Greenvale Park |
| | 3:30pm | End of Day | |
| Wednesday, August 31 | 7:45am | Ready Set Go Day | Greenvale Park |
| | 3:45pm | End of Day | |
| Thursday, September 1 | 7:30am | Data Review Course <i>(Look for email from Hope Langston with a link for Schoology)</i> | Greenvale Park |
| | 8:30am | Professional Development <i>(One of the choices can be the required online Bullying Course for which Mary Hanson will send you a web link via email)</i> | High School |
| | 11:30am | Lunch on Your Own | |
| | 12:30pm | Professional Learning Communities | High School |
| | 1:30pm | Professional Development | High School |
| | 3:30pm | End of Day | |