

TEACHERS

Special Awards must be turned in to Leanna by **April 15th**.
Teachers please email these names to me and copy Culpepper or Gholston (depending on building).

DUE BY MAY 2, 2010

- Student Summer Reading List to office for review
- Philosophy Paper (if not already turned in)
- List of Class Accomplishments
- Next year projects & special classroom activities –
A list with the DATE is needed to build the calendar for next year and help us in our planning: (example: 1st grade bedtime stories, Valentine tea, 2nd grade fairy tale day, 3rd grade Pink Palace, 4th grade forestry dept, book luncheons, Jackson trip, etc)
- Learning Fair suggestions

DUE BY MAY 13, 2010

- Elementary teachers please check your attendance records and turn in any child that has 17 or more absences to Donna Clement.
- Student Academic Award Information for EOY certificates or as soon as possible **(If you have students that you are not sure if they will be either Headmaster or Principal's list submit their name for both awards. If you have more than one student in line for highest in subject please list both/all names. It is easier to discard an unneeded award than to type one last minute.)**