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**[howard\_staf] Rules Round Up cont.**

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**From :** Mellissa Swift <swift\_m@4j.lane.edu> Thu, Sep 03, 2015 08:08 AM  
**Sender :** howard staf-bounces <howard\_staf-bounces@4j.lane.edu>  1 attachment  
**Subject :** [howard\_staf] Rules Round Up cont.  
**To :** Howard Staff <howard\_staf@4j.lane.edu>

Hello Staff...

As a follow up to our conversation yesterday, I've attached the Rules Round Up checklist for classroom teachers. Please remember to teach/reteach each setting at least twice, check it off, and turn it into Rae's box by Friday 9/16.

The Cafeteria Round Up is as follows...

The amazing Cyria will be leading the rules in the cafeteria on Wednesday for every grade-level. Teachers are expected to bring their classes to the cafeteria at their designated time and stay to assist with management and rule reinforcement. I included which grade-levels are doing recess first vs. lunch first because conversation about transition to and from will be different.

8:30-8:45 5th Grade (recess then lunch)  
8:45-9:00 4th Grade (recess then lunch)  
9:00-9:15 1st Grade (recess then lunch)  
(Cyria to 3rd Grade recess round up)  
9:45-10:00 3rd Grade (lunch then recess)  
10:00-10:15 2nd Grade (lunch then recess)  
10:25-10:40 Kinder (then go straight to lunch)

I apologize for the delay in getting this out to you, by the way. If there are any scheduling issues that pop up that I didn't account for, then please let me know immediately so we can make adjustments.

For classified staff, Rae will be meeting with you tomorrow (Friday) morning to discuss the expectations for the playground and cafeteria. This is to ensure that everyone is on the same page. And she will also review the schedule with you. Please look at the Recess Round Up schedule carefully because a couple of you are scheduled to teach expectations for recesses that are not on your regular schedule.

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 **Rules Round Up.pages**  
178 KB

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