



September 2018

UPCOMING DATES

September 3 - No School

September 4 - August "Pawsitive Pride" Winner Lunch with Dr. Sinclair

September 10 - PTO Meeting

September 12 - Pawsitive PALs Meet, Safety Day, and mid-quarter reports go home

September 14 - PTO-Sponsored Glow Dance at Manchester

September 17 - No School

September 21 - PTO-Sponsored Walk-a-thon

September 28 - First Grade at Arbor Day Farms

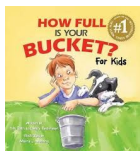
BE KIND.

WORK HARD.

KEEP IMPROVING.

PAWSITIVE PALS GROUPS

Manchester students meet monthly in multi-grade "pal" groups to focus on lessons related to How Full is Your Bucket?



UPDATE POWERSCHOOL

Parents: please update your child's PowerSchool. Everyone must do it every year to give field trip permission, computer usage permission, and permission to be included in the yearbook. Please contact our office if you need assistance. Students will be unable to attend field trips without the update and permission form signed.

Breakfast begins at 7:35

Walking Club supervision starts daily at 7:55

Daily Schedule 8:15-3:06

As we get back in the swing of things, there are some very important safety procedures that we must all be on the same page about. Safety is our highest concern at Manchester (followed very closely by high levels of learning)! Please support safety by:

- Not parking in driveways (or lawns) across from Manchester
- Remember that the 3-way stop is not a drop-off (very unsafe)
- The cul de sac by the 3-way stop is a drop-off (safe)
- No left-hand turns off HWS Cleveland Blvd. into the Manchester lot after 8:00 am (very unsafe)
- No parking and getting out of cars in the drive (unsafe and greatly clogs the flow of traffic)
- If your child needs help getting in or out of the car, please park in a designated parking spot
- Keep the handicap lane (painted blue by the kindergarten entrance) clear - it is for district vehicles
- Stay back (and encourage your child to do the same) from the yellow line along the sidewalk - we've seen several people walking in the drive (very unsafe)
- Use your hang tag (it helps us quickly and easily find your child)

We care about your child's safety, as well as your own, so please follow our preventative safety measures. Thank you!

**Safety Day at
Manchester
SEPT. 12 - 9-10:30**

Students will participate in practice of our key safety drills. Teachers have reviewed the SRP protocol (see the included page for the visual). We will practice leaving the building for an evacuation, lockdown inside the building, and a lockout drill.

**PAWSITIVE PRIDE WINNER LUNCH
SEPT. 4**

Students have been working hard at being safe, respectful, and responsible, which are our three school rules. Teachers have been handing out red tickets, which are our positive reinforcement tickets. Teachers each will draw one ticket winner. That student will receive a special sign for the front yard, and they will get to each lunch with Dr. Sinclair.

NEW PLAYGROUND

Manchester is getting new playground equipment! Check out this rendering of what soon will be near the K/1st playground. Thank you to a generous anonymous donor and PTO for this great addition!



**SODEXO LUNCH PRICES
2018-2019**

Student Breakfast \$1.50

Adult Breakfast \$2.20

Student Lunch \$2.50

Adult Lunch \$3.85

Free/Reduced Breakfast & Lunch Prices

Free/Reduced breakfast/lunch forms are to be filled out each year. See attachment to this email for a copy of the form or apply online at <https://mealapp.lunchtimesoftware.net/>. The form can also be found in paper form in our front office. Please know that families are responsible for the balance incurred between the first meal served and the submission of paperwork. Please see Patty, our secretary, with any questions.



LUNCH TIMES

Kindergarten	Lunch 11-11:25	Recess 11:30-11:45
First Grade	Recess 11:00-11:15	Lunch 11:15-11:40
Second Grade	Recess 11:15-11:30	Lunch 11:30-11:55
Third Grade	Recess 11:40-11:55	Lunch 11:55-12:20
Fourth Grade	Recess 12:00-12:15	Lunch 12:15-12:40
Fifth Grade	Recess 12:20-12:35	Lunch 12:35-1:00

JUNIOR ACHIEVEMENT - Volunteers Needed!
WOULD YOU LIKE TO MAKE A DIFFERENCE IN YOUR CHILD'S CLASSROOM?

September 2018

At Manchester we offer the Junior Achievement program to all grades K-5, but we need parent volunteers to make it successful. We are asking parent volunteers to share their time for 30-45 minutes during five visits. Junior Achievement enhances the students' understanding of the local economy. Student lessons teach about spending, saving, business, and many more topics. Grades 3-5 will have JA in the Fall and K-2 will need volunteers in Winter/Spring.

If you can help, contact Candice Milone at cmilone@epsne.org and give your name and your child's teacher. Thank you for making a difference!

#BEKIND

WE ARE FOCUSED ON TEACHING ABOUT KINDNESS AT MANCHESTER. WHILE WE KNOW THE IMPORTANCE OF KINDNESS EACH AND EVERY DAY, WE WILL FOCUS ON KINDNESS IN A THOUGHTFUL AND SPECIFIC WAY EACH MONTH. STUDENTS WILL BE LEARNING ABOUT THE IMPORTANCE OF KINDNESS IN THE UPCOMING WEEKS. WE WILL ALSO ALL BE "SECRET KINDNESS AGENTS" BY SPREADING RANDOM NOTES OF KINDNESS AROUND OUR BUILDING.

KEEPING CONNECTED

  **Manchester Elementary School**
Public School
14 miles - 2750 N HWS Cleveland, Omaha

Liked

 **@ElkhornPS_MN**

<https://www.elkhornweb.org/manchester/>

[Calendar](#) [Contact](#) [News](#)  [Parents](#) [Teacher Sites](#) [X](#) [A](#) [D](#)

 **MANCHESTER ELEMENTARY**
MOUNTAIN LIONS

Making GREAT things happen for our students. . . It's what we do!

VISITORS at Manchester

Doors remain locked at Manchester during the school day. Safety protocols are consistent across all EPS buildings. Visitors enter the building in the front entrance only after the office staff has granted access. Please push the button outside to alert the office that you're visiting. The office will request identification over the speaker system. Please give your name and reason for your visit. The door will unlatch, and you may enter. Please sign in on the visitor sheet in the office and take a visitor badge. We ask that you sign out and return your badge when you leave the building.

The office staff will ensure items are delivered to children when parents bring them to the office.

WALKING CLUB

Students who arrive between 7:55-8:10 will participate in Manchester's daily walking club. Walking Club occurs outside if the temperature is 20 degrees or above and not raining. In the event of adverse weather, walking club is moved inside.

PETS & ANIMALS

Please do not bring pets up to Manchester. We would like to be respectful and supportive of allergies and fears that some students have.



THE SCHOOL DAY

School begins daily at 8:15 and dismisses at 3:06.

Breakfast is available daily to all students from 7:35-7:55. Students who do not wish to eat breakfast will attend Walking Club at 7:55. Supervision begins at 7:55. Please ensure that you do not drop your child off prior to 7:55 unless he/she is eating breakfast.

Students who arrive late are to check in with the office upon arrival. Students must be signed out in the office by a parent in order to leave early.

School dismisses daily at 3:06. Students should leave school at dismissal unless they have been asked to remain at school. There is no supervision after 3:20. Please ensure your child is picked up as close to dismissal as possible.

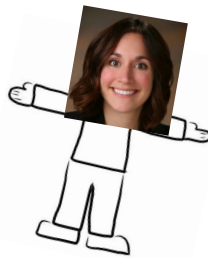


Find out more at:

www.ManchesterPTO.com

Manchester PTO meets monthly on Monday evenings.

FLAT
SINCLAIR



I am thrilled to be the new principal at Manchester! To help us get to know each other a bit better this year, Flat Sinclair will be coming home with Manchester families. I'm hopeful that when your child is drawn to take Flat Sinclair home, you will show her (and me) about your family and your child. I encourage you to take pictures with Flat Sinclair. I am hopeful your child will write a letter to me to turn in when Flat Sinclair comes back to Manchester. Flat Sinclair will go home on Thursdays to be returned the following week on Wednesday. We will have several Flat Sinclairs that will go home, as our enrollment is over 540 students. Thank you in advance for participating! I look forward to getting to know the Manchester families.

September Counseling Corner From Mrs. Wiley



It's great to be back for another school year! The Elkhorn Public Schools offers some excellent programs to provide support for families. These are some of the programs offered:

Counseling:

- Arbor Family Counseling (Every Elkhorn Public School student may have 2 free visits) Phone: 402-330-0960 Website: www.arborfamilycounseling.com
- Nebraska Family Helpline: 1-888-866-8660 or www.nebraskafamilyhelpline.ne.gov
- "Grief's Journey" provides support groups for children who have experienced the death of a loved one (FREE) . Contact: 4025022773 or info@griefsjourney.org

Families in Need:

- Operation School Bell: Winter coats and clothing for students..
- Celebration of Giving Project: This program provides families with gifts around the holidays. (Please contact me at: swiley@epsne.org if you would like to be a part of one of these programs)

Outside programs for Parenting Websites:

- Love and Logic: 800-338-4065 or loveandlogic.com
- Nebraska Family Helpline: 1-888-866-8660

Community programs for Health Care/support::

- **Healthcare: Kids Connect of Nebraska (DHHS): Health insurance for kids: Medicaid: Omaha (402) 595-1178 and Economic Assistance: Omaha (402) 595-1258**
- **One World Health: 402-734-4110**
- **C.O.P.E.: Food, Clothing, Assistance:**
3434 North 204th Street
Elkhorn, NE 68022
Phone Number- (402) 616-2330

Guidance Class:

The theme for guidance class is Study Skills i.e. Listening, Organizational skills, etc Please contact me if you have any questions. Thank You!!!!

Shelly Wiley, School Counselor, swiley@epsne.org

Manchester Spirit Gear 2018-2019

*Order form on the following page

Orders are due on August 24.

Wear your spirit gear on Fridays!



\$15

A
Sport Tee (V-Neck or Crew)



\$25

B
¼ Zip Pullover
**Adult sizes only*



\$40

C
Hoodie

\$15



D
Long-Sleeve T-Shirt

\$12



E
T-Shirt

\$20



F
¾ Vintage Tee
**Adult sizes only*

All EPS schools utilize Standard Response Protocol procedures. We will teach, review, and practice responses during various drills. Teachers will practice with their students, and we will practice as a whole school at our school safety day on Wednesday, Sept. 12.



STUDENT SAFETY

A critical ingredient in the safe campus recipe is the uniform response to an incident. Weather events, fires, accidents, intruders and other threats to student and staff safety are scenarios that are planned and trained for by campus administration.

SRP

Our campus is expanding the safety program to include the Standard Response Protocol (SRP). The SRP is based on these four actions. Lockout, Lockdown, Evacuate and Shelter. In the event of an emergency, the action and appropriate direction will be called on the PA.

- LOCKOUT** - "Secure the Perimeter"
- LOCKDOWN** - "Locks, Lights, Out of Sight"
- EVACUATE** - "To the Announced Location"
- SHELTER** - "For a Hazard Using a Safety Strategy"

NOTIFICATION PROGRAM

Timely notification is essential with any type of crisis. Please verify that you have the correct information in the campus notification system.

TRAINING

Please take a moment to review these actions. Students and staff will be trained and the school will drill these actions over the course of the school year. More information can be found at <http://iloveguys.org>



**LOCKOUT
SECURE THE PERIMETER**

Lockout is called when there is a threat or hazard outside of the school building.

- STUDENTS:**
 - Return to inside of building
 - Do business as usual
- STAFF**
 - Recover students and staff from outside building
 - Increased situational awareness
 - Do business as usual
 - Take roll, account for students



**LOCKDOWN
LOCKS, LIGHTS, OUT OF SIGHT**

Lockdown is called when there is a threat or hazard inside the school building.

- STUDENTS:**
 - Move away from sight
 - Maintain silence
 - Prepare to evade or defend
- STAFF:**
 - Lock classroom door
 - Lights out
 - Move away from sight
 - Maintain silence
 - Prepare to evade or defend
 - Do not open the door
 - Take roll, account for students



**EVACUATE
TO A LOCATION**

Evacuate is called to move students and staff from one location to another.

- STUDENTS:**
 - Bring your phone
 - Leave your stuff behind
 - Form a single file line
 - Show your hands
 - Be prepared for alternative instructions.
- STAFF:**
 - Grab roll sheet if possible
 - Lead students to Evacuation Location
 - Take roll, account for students



**SHELTER
FOR A HAZARD USING SAFETY STRATEGY**

Shelter is called when the need for personal protection is necessary.

- SAMPLE HAZARDS:**
 - Tornado
 - Hazmat
- SAMPLE SAFETY STRATEGIES:**
 - Evacuate to shelter area
 - Seal the room
- STUDENTS:**
 - Use Appropriate Safety Strategy
- STAFF:**
 - Use Appropriate Safety Strategy
 - Account for staff and occupants



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MANCHESTER ELEMENTARY HAS A NEW APP...

So Happy lets you know what's on the menu in the cafeteria. So Happy provides full nutritional information on what you eat, including calories and allergens. It's an easy way to stay connected and make better choices for a healthier future.

Breakfast • Lunch • Nutrition • Allergens
- So Happy by Sodexo.



EARN POINTS FOR HEALTHY HABITS
Log your food and activity to earn points within the app. The more points you earn, the more Monster Characters you can meet.



KNOW YOUR FOOD
Not only can you see the menu items, but you have access to the nutritional and allergen information, too.



VIEW WHAT'S ON THE MENU
The So Happy app allows you to see what's on the menu in your cafeteria.



BURN THOSE CALORIES
So Happy provides suggested activities to burn off your calories.



ALEXA ENABLED
Easily hear what's being served today. Just say, "Alexa, ask So Happy what's for lunch today?"



**AVAILABLE NOW
FOR DOWNLOAD!**



sodexo
QUALITY OF LIFE SERVICES

Dates to Remember

September 2017

- 10 PTO Meeting 6:30
14 Fall Dance 6-8pm
21 Walk-A-Thon (During the School Day)

Let's Make it a Great Year!



Get Active in the PTO!

All parents are automatically members of the Manchester Elementary PTO, so there are no dues to pay! We have several committees asking for additional volunteers (a partial list is below). This parent community is part of what makes Manchester so great – and we would love to have you actively participate!

PTO Meeting: Monday September 10, 6:30.

***Monthly PTO Meeting Attendance Prize:
4 Front Row Seats your child's music program**

PTO Email manchesterpto1@gmail.com

PTO Facebook

<https://www.facebook.com/#!/ManchesterPTO>

School Directory

<https://www.myschoolanywhere.com/>

Be on the Lookout for PTO Weekly Email Updates sent through Directory

Fall Dance

Join us for our First Manchester Family Dance Friday September 14 from 6-8pm! It is time for parents to show our kids that dancing is more than just flossing!

- Volunteers needed for Chaperones
- Pop and Water Donations Needed

Email Manchesterpto1@gmail.com to volunteer!

September Fundraising



Walk-A-thon Reminders Friday, September 21st

This is Manchester's largest fundraiser with our PTO relying on this event to fund the PTO annual budget.

If you know of a business interested in becoming a sponsor, please contact Jen Bohlsen at jen.bohlsen@gmail.com

WALK TIMES

Kindergarten walk at 8:35-9:15am
1st & 2nd grades walk at 9:20-10:00am
5th grade walks at 10:10-10:50am
3rd & 4th grades walk at 11:00-11:40am

Family Dinner Night

Do you want a night free of cooking and an easy way to raise money for Manchester? Join us for Family Dinner Nights!

Watch Manchester PTO Facebook posts and Weekly Emails for Dates and Restaurants!

Box Top\$ For Education

Box Tops are each worth 10¢ for schools and are found on hundreds of products! We will be submitting the first collection of Box Tops to Box Tops 4 Education in late October! We have some exciting competitions planned for this year, so be sure to participate! Your kids can bring the Box Tops in a plastic bag and give them to their teacher ... we will take care of the rest!

TAGG

Remember to Participate in the TAGG Program for an easy way to donate to Manchester PTO.

Step 1: Download TAGG App

Step 2: Identify Manchester PTO as your preferred cause

Step 3: TAGG purchases at participating vendors



TITLE SPONSORSHIP - \$750+

- Top billing at the event
- Primary placement of business name/logo on the back of Walk-a-Thon t-shirt. Shirts are worn throughout the year on field trips and fun days
- Primary placement of business logo on PTO website sponsor page
- Link to your business website featured on PTO website sponsor page
- Business name included in school directory



MOUNTAIN LION SPONSORSHIP - \$500

- Business name/logo included on the back of Walk-a-Thon t-shirt. Shirts are worn throughout the year on field trips and fun days
- Business included on the PTO website (www.manchesterpto.com) sponsor page
- Business name included in school directory



PRIDE SPONSORSHIP - \$250

- Business name included on PTO website sponsor page
- Business name included in school directory

Our Walk-a-Thon is Friday 9/21... and
WE NEED YOU TO BE A SPONSOR!

Please make checks payable to Manchester PTO and send check and completed form to
 ATTN: PTO/Walk-a-Thon 2750 N. HWS Cleveland Blvd., Omaha, NE 68116.
 Manchester PTO is a 501(c) (3) nonprofit organization. Thank you for your tax-deductible gift!