



**Jie Ming**  
Mandarin Immersion Academy

August 13, 2018

Dear Jie Ming Mandarin Immersion Families,

First and foremost, I am excited to welcome you all to the 2018-2019 school year at Jie Ming Mandarin Immersion Academy. After 7 years, we are finally moving to our own building. It will be a great place for Jie Ming to grow and our students to learn.

Jie Ming started in 2011. It has become a top 10 elementary school in the state of Minnesota. We continue to be the number 1 in Minnesota Comprehensive Assessment in reading, math and science in our district. 100% of our students are proficient in science this year. I truly believe bilingual education is the best gift you can give to your children. It is our mission to educate our students to be bilingual, bicultural and biliterate. We are looking forward to working with you to fulfill this goal.

This year we are going to continue focus on STEAM education. This connects the real world with our classroom learning. Students develop communication, collaboration, critical thinking and creativity through the engineering process. We are also applying for the APPLE Distinguished Class to help us with personalized learning.

Families and our community members are important in making our school atmosphere safe and educational. We are looking forward to working with you throughout the year to make important decisions that impact both your child as an individual and the school as a whole. As a start to this partnership, we hope you will join Jie Ming PTA, read to your child 30 minutes every day, attend school events, volunteer at school...etc. To volunteer at school or go on field trips, you will need to fill out the volunteer background check form with a \$12 application fee. This is valid for one calendar year.

I am very privileged to lead Jie Ming. My colleagues and I appreciate the trust that you've shown in us by sending your children here every day. We will do what is possible to ensure that your children have a safe and educational school year.

We have new staff members who are joining Jie Ming this year.

K : Caiyun Zhou    K. Yu Tian

1st: Xinyue Zong    1<sup>st</sup> : Hongtao He

ELL teacher: Pang- Ngia Vang    TA: Yu Han    TA: Hongchun Gu    TA: TBD

Parents/Guardians in primary households are expected to complete iUpdate. In iUpdate, you can update your household and contact information to ensure that you receive important information from the school by US mail, phone, text, and email, provide day care/alternative addresses to arrange school bus transportation, sign



the online consent for the Technology Use Agreement Form, Field Trip Form, Media Permission Form, and indicate interests in the Extended Day Learning ( EDL ) program, Summer Term ( S-Term) programs, and extracurricular activities. 2018-2019 Back-to-School iUpdate has been available to families since Monday, July 16<sup>th</sup>, 2018.

The first day of school can be overwhelming for students. Here are a few things to know so you and your child can prepare.

► **SCHOOL HOURS**

School begins at 9:30 a.m. and ends at 4:00 p.m.

► **OPEN HOUSE**

Please join us on **Thursday, August 30th from 4pm to 6pm for our Open House**. We will have a ribbon cutting for our new school during this time. You will be able to bring school supplies, visit classrooms, meet your child's teachers and classmates, learn about new and exciting activities planned for the year, and connect with families and friends.

► **WELCOME TO KINDERGARTEN**

Welcome all the kindergarten students. Our kindergarten teachers will have pre-conferences with the families on Tuesday, September 4<sup>th</sup> or Wednesday, September 5<sup>th</sup>. It is a good opportunity to meet the teacher and receive the helpful information to assist you and your child, and open discussion for questions and answers.

► **IMMUNIZATION**

Now is the time to plan for a healthy start to school. Make sure your children are up to date on their immunizations and bring immunization records to school. Learn more at [www.spps.org/studentwellness](http://www.spps.org/studentwellness).

► **MEDICATIONS & HEALTH**

If your child requires medication at school or has a health condition, please contact the school nurse at 651-744-4770

► **ATTENDANCE**

Please make sure to always report your child's absence by 10:00 AM. You can do this by calling the 651-744-4770. If no call has been made by a parent/guardian regarding your child's absence, please send a note stating the reason for the absence with your child when he/she returns to school. Any three consecutive absences due to health/medical issues MUST provide a doctor's note.

► **BREAKFAST**

All students receive a free breakfast at school, served daily from 9:15 am to 9:30 am through the Breakfast to Go program. As students arrive at school, they can grab their breakfast and eat in class. Hot and cold breakfast options are available daily and include local and homemade bakery items, yogurt, whole-grain cereals, fresh fruit and more. Students interested in eating breakfast should go to the cafeteria to pick up their food.



► **LUNCH**

Jie Ming is on the last year of the Community Eligibility Provision (CEP) Program that receives Free Lunch for all students. Therefore, every student enrolled in Jie Ming receives a healthy lunch at NO COST. It is extremely important that your family still completes the FREE and Reduced Lunch Price Meal Application. You may complete this application online at <https://mealapp.spps.org>

School meals are made from scratch with a focus on local ingredients and a wide selection of fruits, vegetables and salads. Many recipes are created by parents and chefs in our community. New items this year include chicken alfredo, tamales, and revised recipes for entrees like sweet and sour chicken.

2018-19 Regular-Priced Lunch	
PreK-5	\$2.40
Grades 6-8	\$2.60
Grades 9-12	\$2.80
Adult	\$4.10

► **DISCOVERY CLUB**

Discovery Club is a fun and nurturing child care program that supports learning and development before school, after school, on non-school days and during summer. For a list of fees, more information and to apply, call 651-632-3793 or visit [spps.org/discoveryclub](http://spps.org/discoveryclub). Jie Ming’s discovery club will be at the Highland Elementary School. The school bus will bring the students from and to Highland Elementary School.

► **AFTER-SCHOOL PROGRAMS/EXTENDED DAY LEARNING ( EDL)**

Extended Day Learning (EDL) program is an after-school program that is offered during the school year on Mondays and Wednesdays from 4:00 PM to 5:45 PM starting on October 8<sup>th</sup>, 2018. If interested, please indicate interest in iUpdate and/or complete the paper-copy application in the Main Office. For more information, please contact the Department of Alternative Education at 651-744-8020 or visit [www.spps.org/alted](http://www.spps.org/alted).

Summer Term (S-Term) programs are offered during the summer. New S-Term dates are still to be determined. For more information, please contact the Department of Alternative Education at 651-744-8020 or visit [www.spps.org/summer](http://www.spps.org/summer).

► **MySPPS SMARTPHONE App**

Stay up to date on what’s happening at our school. Download the MySPPS app from Google Play Store or the Apple App Store. Once you “Follow” Jie Ming, you’ll have instant access to school news and events, track bus delays, view sports schedules, review meal menus and much more. Just search “MySPPS” in the app stores. Learn more at [spps.org/MySPPS](http://spps.org/MySPPS).



## ► SCHOOL BUS TRANSPORTATION

Jie Ming collected the kindergarten Bus Transportation Forms from students and /or families at the Spring of last school year. The Transportation Department has been creating and finalizing bus routes for every student. If you've moved over the summer, please update your information by completing iUpdate. If your child needs the SPPS Transportation Services/ School bus from and to a day care/alternative address, please indicate and provide the day care/alternative address in iUpdate or notify a school staff member immediately. Day Care/ alternative addresses DO NOT carry over from year to year.

If your child is taking the bus to school, you should receive a yellow postcard through U.S. mail in late August. The postcard lists details about where and when to meet the bus. Please arrive at the bus stop **five minutes before** the bus is scheduled to pick up your child. Be sure to track the status of your child's bus on your school's website, at [spps.org/bus](http://spps.org/bus) or through the MySPPS smartphone app.

If you believe your student is taking the bus but did not receive a postcard, please call our lead clerk, Traci Makarenko at 651-744-4770 **as soon as possible** or you can email her at [traci.makarenko@spps.org](mailto:traci.makarenko@spps.org).

## ► SCHOOL DROP-OFF & PICK-UP

When dropping off or picking up your child from school, please familiarize yourself with the following procedures.

**Children should not be dropped off at school before 9:15 AM due to No adult supervision during that time.**

If you need child-care, please contact Discovery Club at 651-744-2611.

**The bus drop off /pick up will be on Sue Street.**

**Parent drop off/pick up will be through the Sheridan Avenue W. parking lot.** Please do not leave your car unattended while the engine is still on. If you would like to walk your child into the school, please find an available space to park your car, and then walk your child into the school.

## ► EARLY PICK-UP

If you would like to pick up your child early from school, please send a note with your child to inform your child's teacher or notify the Main Office before 3:00 PM. All early dismissals **MUST** be reported. Every student, who leaves school early, must be signed out in the Main Office.

## ► CHANGES IN END-OF-DAY DISMISSAL

All students are dismissed at 4:00 PM. If there is a change in your child's end-of-day dismissal, please send a note with your child to inform your child's teacher or notify the Main Office before 3:00 PM. If you notify the Main Office later than 3:00 PM, there is no guarantee that the message will reach the appropriate staff on time before the end-of-day.

Students are **NOT ALLOWED** to ride a bus home that is not assigned to them. They **May NOT** ride a bus home with a friend or a relative, who has a different bus assigned.



► **UNIFORMS**

Our school requires all students to wear uniforms. Please visit our website at <https://www.spps.org/jieming>. Click on “Families” and from the drop down choose “Dress Code’ for more in-depth information. All the tops require Jie Ming logo on them.

► **SCHOOL CALENDAR**

Jie Ming calendar will be posted online at <https://www.spps.org/jieming>. Please note that dates may change as the year progresses, and updates may be posted from time to time. For the full district calendar, visit [spps.org/calendar](https://www.spps.org/calendar).

► **SCHOOL SUPPLIES**

Please check our school website for the school supply lists for your child’s grade. These lists are also available in the school office and may be picked up at our Open House. If you need assistance for school supplies, please call our lead clerk, Traci Makarenko at 651-744-4770 or email her at [traci.makarenko@spps.org](mailto:traci.makarenko@spps.org).

► **CONTACT INFORMATION**

Please check our school website regularly, <https://www.spps.org/jieming> for information and updates. If you have questions the website doesn’t answer, please call our lead clerk, Traci Makarenko at 651-744-4770 or you can email her at [traci.makarenko@spps.org](mailto:traci.makarenko@spps.org)

**JIE MING PTA**

Jie Ming PTA has a private online community to connect families, communicate events, organize volunteers, coordinate play-dates and much, much more. It is called Konstella. Sign up using this link: <https://www.konstella.com/cd/ivN2MP>. If you have any questions? Please email Jie Ming PTA at [info@jiemingpta.org](mailto:info@jiemingpta.org)

All of us at Jie Ming are looking forward to seeing **grades 1-5 on Tuesday, Sept. 4th** and **kindergarten students on Thursday, Sept. 6th**. I am so proud to be part of this wonderful community.

Sincerely,

Bobbie Johnson, Principal  
Jie Ming Mandarin Immersion Academy

