

THE BUZZ

Healthy Lifestyle Tips

Healthy living is within your reach. There are steps you can take right now that will make today healthier than yesterday!

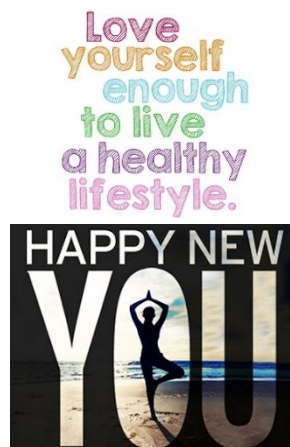
- ✓ Take Stock – make appointments with your doctor and dentist – catch up on routine screenings and immunizations
- ✓ Check your BMI – and measure your waist to see if your waistline is putting your health at risk
- ✓ Assess your activity – how much physical activity do you get in a week? Make physical activity fun, keep track of your activity, set a goal and work it into your daily lifestyle.
- ✓ Keep a food diary – write down everything you eat – you can't change what you don't acknowledge – plan ahead and stock your pantry with healthy foods and bring healthy snacks with you so you are prepared when you get hungry.
- ✓ Check your mood and energy – are you experiencing any symptoms of depression or anxiety? Learn how to manage your stress with positive coping skills such as meditation or activities that keep your stress level in check. Burn off stress or anger with a walk or run or retreat to a quiet place and take a few deep breaths and refocus. Keep a gratitude journal and write down positive people, events and things you are thankful for and switch your focus to "Wow, look how much I have".
- ✓ Sleep better – No TV or computer two hours before bedtime, no heavy exercise close to bedtime, take a hot bath and set a regular sleep schedule.
- ✓ Consider your social network – how strong are your connections with friends? Spend time with people, build both virtual and face-to-face relationships and if a close relationship is painful, get help.

IMPORTANT!

W-2 distribution is this month

It is important to keep your personal information up-to-date! If your name and/or address has changed within the past year, be sure to let us know!

Please review your information in Employee Access in Skyward. For name changes, please contact Staff Services and provide your new social security card.



JANUARY

16 – MARTIN LUTHER KING, JR DAY

17 – SCHOOL BOARD MEETING

25 – EXECUTIVE SECRETARY MEETING

Be sure to check out the Putnam Pulse issued weekly by Superintendent Rick Surrency for accomplishments and announcements taking place across our District

December 2016 Appointments

Paul Clendenin, NEFEC
Dorothy Enriquez, Miller Middle
Lisa McDuffy, Transportation
Elysha Campbell, Palatka High School
Justin Campbell, James A. Long
Tramaine J. Ingram, Palatka High School
Deborah McGruder, Ochwilla Elementary
Kim Stanley, Dept of Federal Programs
Maggie Gibeau, Moseley Elementary
Brandon Busey, Information Services
Rosa Delaney, Crescent City High School
Shaudreakia Gibbs, Miller Middle
Leslie Regan, Interlachen Elementary
Thomas Schultz, E.H. Miller
Kyle Williquette, Information Services
Ronald Cassidy, NEFEC

December 2016 Retirements

Cynthia Flower, Crescent City High School
Carol Hubbell, Interlachen Elementary
James Monroe, Interlachen Elementary
Debra Robinette, Middleton-Burney
Dona Williams, Transportation

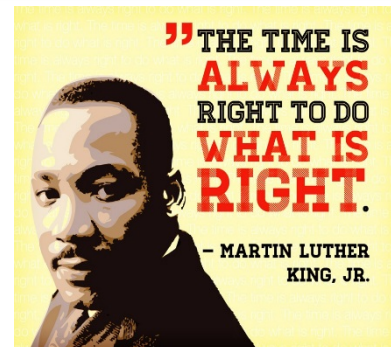
UF | IFAS Extension
UNIVERSITY of FLORIDA

University of Florida Weight Management

Weight Management Program NOW in Palatka!

Looking for a way to lose weight and get healthier? This no-cost healthy lifestyle program aims to help participants lose weight, increase fitness, improve nutrition and manage stress. Compensation for travel to sessions will be provided. Call us now for more information! Please call ASAP to see if you meet eligibility requirements.

352-273-5235



Staff Services

Deborah Decubellis, Director
Patsy Munch, Executive Secretary
Christine Wright, Executive Secretary
Sheri Wilkinson, Certification Specialist
Jackie Smith, Personnel Specialist
Melissa DeRossett, Personnel Specialist
Mechele Nunley, Personnel Specialist