

NEWTOWN MIDDLE SCHOOL

2019-2020

Student/Parent Handbook

Study Skills Guide

Assignment Book



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WELCOME

Welcome to Newtown Middle School. We are looking forward to a successful and exciting school year. The entire faculty is eager to offer you help and assistance, but remember you are responsible for your own success. You must be an active learner. You can guarantee your success by giving the maximum effort.

Do not hesitate to seek advice or assistance. Please ask your teachers, your counselor, assistant principal, or principal. We encourage your best efforts and are confident you will have a great year.

TELEPHONE DIRECTORY

Newtown Middle School
11 Queen Street
Newtown, CT 06470
Fax: 203-270-6102

Website: www.newtown.k12.ct.us/~nms/

ATTENDANCE – 203-270-6145 – IF YOUR CHILD WILL BE ABSENT OR LATE

Principal – B-Wing Office

Mr. Thomas Einhorn 203-426-7642 Email: einhornt@newtown.k12.ct.us

Assistant Principal – C-Wing Office

Mr. James Ross 203-426-7641 Email: rossj@newtown.k12.ct.us

C-Wing Office – 203-426-7638 or 203-426-7639

Guidance Counselors – 203-426-7644

Mrs. Tina Broccolo, Ms. Susan Connelly, Mrs. Tanya Hague-Doehr, Ms. Marisa Underberger

Nurses 203-426-7636

Mrs. Andrea Trager, RN
Mrs. Jocelyn Taweh, RN

School Psychologists

Mrs. Marci Rockwell 203-426-7642 ext. 8662

School Resource Officer – 203-270-6103

Officer William Chapman

Social Workers

Mrs. Christen Cowden 203-270-6188 - Mrs. Lauren Peyton 203-426-7631

Speech/Language Therapist – 203-270-6112

Ms. Fabrizio

Library/Media Specialist – 203-426-7633

Mr. Andrew San Angelo

The Newtown Public School District is committed to a policy of equal opportunity/affirmative action for all qualified persons and equal access to Boy Scouts of America and other designated youth groups. The Newtown Public School District does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Newtown Public School District does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction. Inquiries regarding the Newtown Public School District's nondiscrimination policies and practices should be directed to:

Title IX, Title VI, and Section 504 District Compliance Officer
[Jean Evans Davila](#), Assistant Superintendent
3 Primrose Street, Newtown, CT 06470
203-426-7617

Title IX, Title VI Coordinator
[Sonia Raquel](#), Special Education Supervisor
3 Primrose Street, Newtown, CT 06470
203-270-6176

504 Coordinator
Deborah Mailloux-Petersen
Director of Pupil Personnel
3 Primrose Street, Newtown, CT 06470
203-426-7629

NEWTOWN PUBLIC SCHOOLS MISSION STATEMENT

The mission of the
Newtown Public Schools,
a partnership of students, families,
educators and community, is to

INSPIRE EACH STUDENT TO EXCEL

In attaining and applying the knowledge,
skills and attributes that lead to personal
success while becoming a contributing
member of a dynamic global community.

We accomplish this by creating an
unparalleled learning environment
characterized by:

- **High expectations**
- **Quality instruction**
- **Continuous improvement**
- **Civic responsibility**

NEWTOWN PUBLIC SCHOOLS CORE BELIEFS

WE BELIEVE THAT:

- Each individual is unique and has value.
- Everyone can and will learn well.
- It takes effort and persistence to achieve one's full potential.
- High expectations inspire higher level of performance.
- Honesty, integrity, respect, and open communication build trust.
- Quality education expands the opportunities for individuals and is vital to the success of the entire community.
- Educating children is a shared responsibility of the entire community.
- Family is a critical influence in each individual's development.
- Understanding all forms of diversity is essential in a global society.
- All individuals are responsible for their behavior and choices.
- Educated and involved citizens are essential for sustaining a democratic society.
- Everyone has the responsibility to contribute to the greater good of the community.
- Continuous improvement requires the courage to change.



www.wordle.net 08/20/09

STUDENT'S PERSONAL MISSION STATEMENT



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SOCIAL AND EMOTIONAL LEARNING (SEL) COMPETENCIES

SELF-AWARENESS

The ability to accurately recognize one's own emotions, thoughts, and values and how they influence behavior. The ability to accurately assess one's strengths and limitations, with a well-grounded sense of confidence, optimism, and a "growth mindset."

- IDENTIFYING EMOTIONS
- ACCURATE SELF-PERCEPTION
- RECOGNIZING STRENGTHS
- SELF-CONFIDENCE
- SELF-EFFICACY

SOCIAL AWARENESS

The ability to take the perspective of and empathize with others, including those from diverse backgrounds and cultures. The ability to understand social and ethical norms for behavior and to recognize family, school, and community resources and supports.

- PERSPECTIVE-TAKING
- EMPATHY
- APPRECIATING DIVERSITY
- RESPECT FOR OTHERS

RESPONSIBLE DECISION-MAKING

The ability to make constructive choices about personal behavior and social interactions based on ethical standards, safety concerns, and social norms. The realistic evaluation of consequences of various actions, and a consideration of the well-being of oneself and others.

- IDENTIFYING PROBLEMS
- ANALYZING SITUATIONS
- SOLVING PROBLEMS
- EVALUATING
- REFLECTING
- ETHICAL RESPONSIBILITY

SELF-MANAGEMENT

The ability to successfully regulate one's emotions, thoughts, and behaviors in different situations — effectively managing stress, controlling impulses, and motivating oneself. The ability to set and work toward personal and academic goals.

- IMPULSE CONTROL
- STRESS MANAGEMENT
- SELF-DISCIPLINE
- SELF-MOTIVATION
- GOAL SETTING
- ORGANIZATIONAL SKILLS

RELATIONSHIP SKILLS

The ability to establish and maintain healthy and rewarding relationships with diverse individuals and groups. The ability to communicate clearly, listen well, cooperate with others, resist inappropriate social pressure, negotiate conflict constructively, and seek and offer help when needed.

- COMMUNICATION
- SOCIAL ENGAGEMENT
- RELATIONSHIP BUILDING
- TEAMWORK



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NEWTOWN MIDDLE SCHOOL

CLUSTER TEACHERS 2019-20

CLUSTER

ROOM ASSIGNMENT

CLUSTER

ROOM ASSIGNMENT

7 BLUE

Mrs. Connolly
Mrs. Morais
Ms. LeBlanc
Ms. Pereira

A-25 Lang Arts/Coord
A-24 Math
A-20 Science/Coord
A-22 SSt

8 GREEN

Ms. Lang
Mrs. Chase
Mr. Esposito
Ms. Neff

A-8 Lang Arts
A-9 Math
A-10 SSt
A-4 Science

7 ORANGE

Mrs. Nucifora
Ms. McKeegan
Mrs. Catanese
Mr. DeBenedetto

A-16 Lang Arts
A-18 Math
A-21 Science
A-17 SSt

8 RED

Mrs. Olsen
Mrs. Han
Mr. Chivinski
Mr. Schupp

A-12 Lang Arts
A-13 Math
A-14 SSt
A-3 Science

7 GREEN

Mrs. Kontra
Ms. Stevens
Mrs. Musco
Mr. Miller

C-11 Lang Arts
C-14 Math
C-7 Science
C9 SSt.

8 BLUE

Mr. Washburn
Mrs. Hart
Mrs. Iacofano
Mr. Cruz

C-4 Lang Arts
C-3 Math/Cors.
C-1 Science
C-2 SSt

7 RED

Mrs. Laferriere
Mrs. Hallak
Ms. Dye
Mr. Ryan

C-18 Lang Arts
C-16 Math/Coord
C13 Science
C15 SSt

8 PURPLE

Mrs. Talluto
Mrs. Pope
Ms. Hayducky
Mrs. Oliver

C20 Lang Arts
C17 Math
C19 Science/Coord
C22 SSt/Coord

School Counselors

Tina Broccolo – 8 Blue, 8 Red
Ms. Underberger – 8 Green, 8 Purple
Sue Connelly – 7 Blue, 7 Red
Tayna Hague-Doehr – 7 Green, 7 Orange

Special Education

Ingrid McClay, Evelyn Bachar,
Dacia Pace, Robert Gendreau,
MaryAnn Bisson- Co-Coord

ADDITIONAL NEWTOWN MIDDLE SCHOOL STAFF

Unified Arts Teachers

Art – Miss Coles
 Art – Mrs. Ladue
 Computer Integration– Mrs. Smith
 French – Ms. Malkin
 Spanish – Ms. Jauregui
 Spanish – Mrs. Steeves
 Spanish – Mr. Zetoff
 Health Education – Mr. Tammero
 Family & Consumer Science – Ms. Volpacchio
 Technology Education – Mr. Eppley
 Music – Mr. Hedin
 Music – Mr. Ianello
 Music – Mr. Mahoney
 Music – Mr. Pope
 Physical Education – Ms. Fontaine
 Physical Education – Mr. Kantor
 Physical Education – Mr. LaRosa
 Reading/Writing – Mrs. Colwell
 Reading/Writing – Mrs. Bowles
 Reading/Writing – Ms. Papalia

Room

A1
 D4
 B5/B7
 A6
 D6
 A7
 A23
 D14
 B8
 A2
 D10/D12
 D9/D12
 D9/D12
 D7
 A-Gym/B-Gym
 A-Gym/B-Gym
 A-Gym/B-Gym
 A11
 B4
 B2

Special Education Teachers

Special Education Supervisor – Mrs. Hall
 Special Education – Ms. Bachar
 Special Education – Mrs. Bisson
 Special Education – Mr. Gendreau
 Special Education – Mrs. McClay
 Special Education – Ms. Pace
 Special Education – Ms. Ryan

A19
 A-Annex
 C10
 E4
 C8
 A5

GATES

Mrs. Hepburn

C26

School Counselors

Mrs. Broccolo
 Ms. Connelly
 Ms. Underberger
 Mrs. Hague-Doehr

Counseling Office
 Counseling Office
 Counseling Office
 Counseling Office

School Psychologist

Mrs. Rockwell

C-Wing Office

Librarian/Media Specialist

Mr. SanAngelo

Library Media Center

Social Worker

Mrs. Cowden
 Mr. Cribbins
 Mrs. Peyton

C-Wing Office
 E5
 A-Annex

Speech Pathologist

Ms. Fabrizio

C-Wing Office

Nurses

Mrs. Taweh, RN
 Mrs. Trager, RN

Health Office
 Health Office

School Resource Officer

Officer Will Chapman

C-Wing Office

Administrators

Mr. Thomas Einhorn – Principal
 Mr. James Ross – Assistant Principal

B-Wing Office
 C-Wing Office

ADDITIONAL NEWTOWN MIDDLE SCHOOL STAFF
2019-2020

EDUCATIONAL ASSISTANTS, INTERNS, & BUILDING SUBS

Ms. Bachar

Elisabeth Dean
Arminda Estevez
Kristin Jarvis

Mrs. Bisson

Jill Tino
Donna Wilson

Ms. Pace

Susan Burbank
Denise Shull

Ms. McClay

Holly Casperson
Liz Gallo
Wendy Holden

Mr. Gendreau

Karen Bambino
Betsey Leety
Karen Martin
Rowley, Judy

Mrs. Smith

Interns

Building Subs

Thomas Lovell

Academic Resource Center

Ms. Megan Quinn

ADDITIONAL ASSISTANTS

Office Aide

Carmen Riddle

Lunch Room Aide

Beth Nanna

OFFICE STAFF

Terri Greenfield	Executive Secretary
Sue DaPra	Data Clerk
Lisa Petrovich	Secretary
Stacy Premus	Data Clerk
Cheryl Arendt	Secretary
Mary Pat Frobey	Data Clerk

2019-2020
STAFF VOICE MAIL DIRECTORY
203-426-7600

Last Name	First	Role	Mailbox #
Einhorn	Thomas	Principal	6101
Ross	James	Asst. Principal	6104
Arendt	Cheryl	C-Wing Secretary	7641
Bachar	Evelyn	Special Education	8605
Bisson	Maryann	Special Education	7609
Bowles	Patricia	Reading/Writing	8611
Broccolo	Tina	School Counselor	6147
Catanese	Judith	Science	8617
Chivinski	Ron	Social Studies	8620
Chase	Christina	Math	
Coles	Leigh Anne	Art	8663
Colwell	Karen	Reading/Writing	8609
Connelly	Susan	School Counselor	6148
Connolly	Mary	Language Arts	8623
Cowden	Christen	Social Worker	6188
Cruz	Phil	Social Studies	8625
DaPra	Sue	Data Clerk	
DeBenedetto	Tom	Social Studies	8627
Dye	Kathleen	Science	8631
Eppley	Kevin	Technology Ed	8678
Esposito	Paul	Social Studies	8634
Fontaine	Michelle	Physical Education	8637
Fraczek	Nancy	Library Tech	8638
Frobey	Mary Pat	C-Wing Office	7638
Gendreau	Robert	Special Education	8768
Greenfield	Terri	B-Wing Secretary	7642
Hague-Doehr	Tanya	School Counselor	6144
Hall	Maureen	Special Education Supervisor	7629
Hallak	Michelle	Math	8643
Han	Stephanie	Math	8640
Hart	Bonnie	Math	8644
Hayducky	Jennifer	Science	8645
Hedin	Keith	Music	8646
Iaciofano	Elizabeth	Science	8648
Ianello	Lou	Music	8649
Jauregui	April	Spanish	8619
Kantor	Ken	Physical Education	8650
Kontra	Amanda	Language Arts	8651
Ladue	Kristen	Art	8629
Lafferiere	Cheryl	Language Arts	8655
Lang	Susan	Social Studies	8652
LaRosa	Joseph	Physical Education	8653

Last Name	First	Role	Mailbox #
LeBlanc	Valerie	Science	8654
Mahoney	Mark	Music	8658
Martin	Sarah	Social Worker	7631
McClay	Ingrid	Special Education	8660
McKeegan	Kerry	Math	8613
Malkin	Anna	French	8659
Miller	Christopher	Social Studies	8672
Morais	Jillian	Math	8664
Moulthrop	Bruce	Tech	8665
Musco	Susan	Science	8666
Neff	Emily	Science	8601
Nucifora	Brooke	Language Arts	8668
		School Psychologist	8662
Oliver	Shari	Social Studies	8669
Olsen	Abigail	Language Arts	8670
Pace	Dacia	SPED	8636
Papalia	Nadia	Reading/Writing	8674
Pereira	Kim	Social Studies	8672
Peyton	Lauren	Social Worker	7631
Pope	Jennifer	Science	8606
Pope	Jonathan	Music	8676
Rockwell	Marcie	School Psychologist	7640
Rose	Tikva	Special Education	
Ryan	Tracy	Special Education	8684
Ryan	William	Social Studies	8683
San Angelo	Andrew	LMC Specialist	8686
Schupp	Jeffrey	Science	8610
Small	Susan	Counseling Office Secretary	7644
Smith	Rachel	Computer Integration	8377
		Speech/Pathologist	6112
Steeves	Michelle	Spanish	8691
Stevens	Elizabeth	Math	8692
Tammero	Andrew	Health	8641
Trager	Andrea	Nurse	7636
Volpacchio	Anna	Family & Consumer Science	8682
Washburn	Chester	Project Adventure	8695
Zetoff	Jason	Spanish	8696

2019-2020
NEWTOWN MIDDLE SCHOOL CLASS TIME SCHEDULE

<u>Period</u>	<u>Time</u>	<u>Minutes</u>
Depart Cafeteria & B Gym	7:50	
Homeroom/ Announcements	8:00 - 8:04	4
Period 1	8:08 - 9:00	52
Period 2	9:03 - 9:55	52
Period 3	9:58 - 10:50	52
Period 4	10:53 -11:45	52
Period 5	11:48 -12:40	52
Period 6	12:43 - 1:36	53
Period 7	1:39 - 2:32	53

SCHOOL HOURS

Homeroom begins at 8:00 a.m. at which time all students must be in cluster classrooms.

At 8:00 a.m. opening exercises will begin. These exercises will include the Pledge of Allegiance and an opportunity for silent meditation and morning announcements. School will be dismissed at 2:32 p.m.

**2019-2020
NEWTOWN MIDDLE SCHOOL GRADE LEVEL SCHEDULES**

7 GREEN / RED		7 BLUE / ORANGE	
Periods	Homeroom 8:00-8:04	Periods	Homeroom 8:00-8:04
1	Core Academics 8:08- 9:00	1	Core Academics 8:08- 9:00
2	Core Academics 9:03-9:55	2	Core Academics 9:03-9:55
3	Unified Arts 9:58-10:50	3	Core Academics 9:58-10:50
4	Learning Lab then Lunch 10:53-11:45	4	Learning lab then Lunch 10:53-11:45
5	Core Academics 11:48-12:40	5	Core Academics 11:48-12:40
6	Core Academics 12:43-1:36	6	Unified Arts 12:43-1:36
7	Unified Arts 1:39-2:32	7	Unified Arts 1:39-2:32

8 GREEN / RED		8 BLUE / PURPLE	
Periods	Homeroom 8:00-8:04	Periods	Homeroom 8:00-8:04
1	Unified Arts 8:08- 9:00	1	Unified Arts 8:08- 9:00
2	Unified Arts 9:03-9:55	2	Core Academics 9:03-9:55
3	Core Academics 9:58-10:50	3	Core Academics 9:58-10:50
4	Core Academics 10:53-11:45	4	Unified Arts 10:53-11:45
5	Learning Lab then Lunch 11:48-12:40	5	Lunch then Learning Lab 11:48-12:40
6	Core Academics 12:43-1:36	6	Core Academics 12:43-1:36
7	Core Academics 1:39-2:32	7	Core Academics 1:39-2:32

2019-2020 2-Hour Delay Schedule

Period	Times	7-Blue & 7-Orange	7-Green & 7-Red	8-Blue & 8-Purple	8-Green & 8-Red
2	10:08 - 10:43 (35 minutes)	Academics (35)	Academics (35)	Academics (35)	Unified Arts (35)
3	10:46 – 11:21 (35 minutes)	10:46 – 11:13 Academics (27) 11:16 – 11:41 Lunch (25) 11:44 – 11:59 LL (15)	Unified Arts (35)	Academics (35)	Academics (35)
4	11:24 – 11:59 (35 minutes)		11:24 - 11:40 LL (16) 11:43 - 12:18 Academics (35)	Unified Arts (36)	11:24 - 11:51 Academics (27) 11:54 - 12:19 Lunch (25)
5	12:02 – 12:38 (36 minutes)		12:21 - 12:46 Lunch (25)	12:02 – 12:18 LL (16) 12:21 – 12:48 Academics (27)	12:22 - 12:38 LL (16)
6	12:41 – 1:16 (35 minutes)	Unified Arts (35)	12:49 - 1:16 Academics (27)	12:51 – 1:16 Lunch (25)	Academics (35)
7	1:19 – 1:54 (35 minutes)	Unified Arts (35)	Unified Arts (35)	Academics (34)	Academics (35)
1	1:57 – 2:32 (35 minutes)	Academics (35)	Academics (35)	Unified Arts (35)	Unified Arts (35)

Lunch

11:16 – 11:41 7-Blue & 7-Orange
 11:54 – 12:19 8-Green & 8-Red
 12:21 – 12:46 7-Green & 7-Red
 12:51 – 1:16 8-Blue & 8-Purple

Lessons

11:24 - 11:40 7-Green & 7-Red
 11:44 - 11:59 7-Blue & 7-Orange
 12:02 - 12:18 8-Blue & 8-Purple
 12:22 - 12:38 8-Green & 8-Red

2019-2020 ERD Schedule

Period	Times	7-Blue & 7-Orange	7-Green & 7-Red	8-Blue & 8-Purple	8-Green & 8-Red
1	8:08 - 8:43 (35 minutes)	Academics (35)	Academics (35)	Unified Arts (35)	Unified Arts (35)
2	8:46 – 9:21 (35 minutes)	Academics (35)	Academics (35)	Academics (35)	Unified Arts (35)
3	9:24 – 9:59 (35 minutes)	9:24 – 9:51 Academics (27) 9:54 – 10:19 Lunch (25) 10:22 – 10:38 LL (16)	Unified Arts (35)	Academics (35)	Academics (35)
4	10:02 – 10:38 (36 minutes)		10:02 - 10:18 LL (16) 10:21-10:56 Academics (35)	Unified Arts (36)	10:02-10:29 Academics (27) 10:32 - 10:57 Lunch (25) 11:00 - 11:16 LL (16)
5	10:41 – 11:16 (35 minutes)		10:59 - 11:24 Lunch (25)	10:41 – 10:57 LL (16) 11:00–11:27 Academics (27)	
6	11:19 – 11:54 (35 minutes)	Unified Arts (35)	11:27-11:54 Academics (27)	11:30 – 11:55 Lunch (25)	Academics (35)
7	11:57 – 12:32 (35 minutes)	Unified Arts (35)	Unified Arts (35)	Academics (34)	Academics (35)

Lunch

9:54 – 10:19 7-Blue & 7-Orange
 10:32 – 10:57 8-Green & 8-Red
 10:59 – 11:24 7-Green & 7-Red
 11:30 – 11:55 8-Blue & 8-Purple

Lessons

10:02 - 10:18 7-Green & 7-Red
 10:22 - 10:38 7-Blue & 7-Orange
 10:41 - 10:57 8-Blue & 8-Purple
 11:00 - 11:16 8-Green & 8-Red

updated 10/23/2017

2019-2020 Emergency Closing Schedule

Period	Times	7-Blue & 7-Orange	7-Green & 7-Red	8-Blue & 8-Purple	8-Green & 8-Red
1	8:08 - 8:34 (26 minutes)	Academics	Academics	Unified Arts	Unified Arts
2	8:37 – 9:03 (26 minutes)	Academics	Academics	Academics	Unified Arts
3	9:06 – 9:32 (26 minutes)	Academics	Unified Arts	Academics	Academics
4	9:35 – 10:03 (28 minutes)	Cafe Lunch	Café Lunch	Unified Arts	Academics
5	10:06 – 10:34 (28 minutes)	Academics	Academics	Cafe Lunch	Cafe Lunch
6	10:37 – 11:03 (26 minutes)	Unified Arts	Academics	Academics	Academics
7	11:06 – 11:32 (26 minutes)	Unified Arts	Unified Arts	Academics	Academics

SECTION B STUDENT INFORMATION

ARRIVAL PROCEDURES FOR BOTH PARENTS AND STUDENTS

Students should not arrive at school before 7:30 a.m., unless they have made prior arrangements with their teachers to receive extra help. If they arrive between 7:30 a.m. and 7:50 a.m., they will report to the cafeteria or the B-gym. The Library Media Center is open at 7:50 a.m. for students' use.

Parents who drive children to school between 7:30 a.m. and 8:00 a.m., should enter the horseshoe area in front of the school, **NOT THE MAIN PARKING LOT, INCLUDING THE C-WING ENTRANCE. REMINDER - THE HORSESHOE IS A "NO PARKING" ZONE.** Also, please note the sign in the horseshoe area in the morning. Parents should pull as far forward as possible (the overhang extends the length of the building) to alleviate congestion on Queen Street. Additional drop-off can be in the back of the school at the cafeteria entrance.

Parents who pick up their children at the end of the day, at the student pick-up area in the back at the cafeteria door, should do so by 2:45 p.m. After 2:45, they can be picked up from the Lobby.

A student who is being dismissed during the school day must bring in a note signed by a parent or guardian to the C-Wing office before school. The note should state the time and reason for the dismissal. A student will NOT be dismissed until a parent or guardian signs out his/her child from the C-Wing office.

We certainly value every child's safety and appreciate your cooperation.

BICYCLES

If you ride a bicycle to school, park it in the bike rack provided. Do not ride the bike on school property between 7:30 a.m. and 3:00p.m., instead walk your bike off campus. All bicycles should have locks. Reminder: The law requires all children under the age of 15 to wear helmets when riding bicycles.

BOOKBAGS

Bookbags must be stored in lockers during the entire school day. Certain circumstances may require modifications to this rule.

BUS INFORMATION

Be on time at your designated bus stop. Wait until the bus comes to a complete stop before attempting to enter. You may not ride on any bus other than the one to which you are regularly assigned without permission from the office. Such permission will be granted only in emergencies or in cases of verified job requirements and temporary or permanent changes of residence. Written requests must be sent to Mrs. Frobey in the C-Wing office by your parents if these circumstances occur. Bus passes cannot be issued for a Friday night sleep-over at a friend's house, etc.

BUS RIDER SAFETY REGULATIONS

All school behavioral standards apply to the bus.

1. Remain seated at all times.
2. Keep arms, legs, head, and any materials you may be carrying inside the bus at all times.
3. Observe all other safety rules regarding entering or leaving the school bus. When crossing to the opposite side of the street, proceed only after checking for approaching cars from either direction and upon signal from the bus driver.
4. Do not walk in between buses parked on school property. Students must form an orderly line prior to boarding their bus at its departure time and point. All students waiting for buses outside the school buildings are to wait quietly without running and playing in the bus area.
5. Refrain from eating food or drinking beverages on the bus.

CAFETERIA

All School Behavioral Standards apply in the cafeteria.

CLOSED CAMPUS

You must remain on school grounds from 7:50a.m. or your time of arrival until you board the school bus after dismissal. Failure to do this is considered truancy. You may not leave school grounds without a teacher or administrator's permission.

When going from one area in the building to another, always remain inside the building unless accompanied by a teacher.

DISMISSAL

Students who ride school buses are dismissed at 2:32 p.m. through the doorways that open to our parking lot.

Students who are not on a bus route and walk to their homes are dismissed through the front of the building near the A gym. These students are to leave at dismissal time.

Walkers

Regular bus students are discouraged from walking! Because of the dangerous situation created in the past by massive numbers of our middle school students descending on the town center any NMS student wanting to walk **must** bring a signed permission note to his/her homeroom teacher. Emails and phone calls will not be sufficient. Students will then be issued a walking pass for that Friday only. We regret the inconvenience this causes; however, we are working diligently to keep our students safe! Parents who want to give their student permission to walk every Friday may do so. These students will be issued a permanent pass for the year.

Parent Pickup

All students who are being picked up must report to the cafeteria at dismissal. Students who are picked up by private vehicles will be dismissed through the back door of the cafeteria by a staff member. All private vehicles will form one single line in the driveway along the left side of the school (facing school from Queen Street). All other students will remain in the cafeteria until 2:45 p.m. when they will be dismissed to meet parents in the main parking lot after the buses have left.

Note that the horseshoe and Queen Street are “**NO PARKING**” zones. Only emergency vehicles are permitted to enter the horseshoe between 2:00 and 3:00 p.m.

Walk directly to buses or designated waiting areas for your bus at dismissal times.

If it is necessary to leave school early for any reason, a written note signed by your parent, guardian, doctor, or dentist, must be received in the C-Wing office prior to homeroom period on the day of early dismissal. You will be issued an early dismissal pass and will be dismissed from the office area at the requested time.

DISMISSAL (EARLY)

A student who is being dismissed during the school day must bring a note signed by a parent or a guardian to the C-Wing office. The note should state the time and reason for the dismissal and be delivered before school begins in the morning. A dismissal pass will be issued. All early dismissal students must be signed out by a legal parent/guardian.

Due to bus traffic, we ask parents to pick up students by 2:00 p.m. for dismissal requests.

DRESS CODE

NMS CLARIFICATION OF DRESS CODE

The overall guideline for dress at the Middle School requires that all dress be appropriate.

- 1. Shirts, shorts and dresses must not be overly brief. A helpful guideline is that shorts or skirts should be mid-thigh length.**
- 2. Revealing necklines, strapless tops and visible bra straps are prohibited.**
- 3. Exposed midriffs are prohibited.**
- 4. Underwear must not be visible.**
- 5. Pajama bottoms may not be worn.**
- 6. Jackets, coats, sunglasses, and headgear (including hats) are considered to be outerwear. These items must be stored in lockers during school hours, 7:50 a.m. to 2:32 p.m.**

NMS CLARIFICATION OF DRESS CODE (Continued)

7. Articles of clothing which have inappropriate words/pictures, or alcohol/tobacco references, or phrases with double meanings may not be worn.
8. Footwear must be worn at all times.
9. Chains and bandanas may not be worn in school at any time.

DISTRICT DRESS CODE **STUDENT DRESS AND GROOMING**

Policy 5132
adopted July 21, 2016

Students shall dress in professional clothing appropriate to the school setting. Restrictions on freedom of student dress may be applied whenever the mode of dress in question:

1. is unsafe either for the student or those around the student;
2. is counterintuitive to school operations and the education process in general;
3. is contrary to law.

REGULATIONS FOR POLICY 5132

approved July 21, 2016

1. The administration will take appropriate determination on the newest clothing fads or styles as they pertain to the dress policy.
2. Students must wear proper and safe footwear. Any footwear deemed unsafe to the student or others will be prohibited.
3. Sexually provocative clothing - short shorts, see-through clothing, no shirts, garments designed or worn in such manner as to expose parts of the body constituting what generally is considered immodesty will be prohibited.
4. Clothing bearing messages that countervail the educational process – profanity, sexual suggestiveness, glorification of the drug/alcohol culture, insignias or other apparel that advertises membership in a gang, messages that incite violence will be prohibited.
5. Articles that are part of one's attire but also designed so that they can be used as weapons – rings that simulate brass knuckles, belt buckles with the edges sharpened, nailed or cleated shoes, jewelry obviously designed to inflict injury will be prohibited.
6. Grooming/apparel or lack thereof that constitute a health concern – long hair that is unbound while a student is operating machinery in a classroom or swimming in the pool, or wearing shoes or wearing heavy outdoor coats in classrooms will be prohibited.

FIRE DRILLS

Fire drills at regular intervals are required by law and are an important safety precaution. It is essential that when the signal is given, every person leaves the building by the prescribed route – quickly and silently. The teacher in each classroom will give the students instructions. Signs in each classroom indicate which exits are to be used.

HALL PASSES

You should not be in the halls during class periods unless you are accompanied by or have a pass from a teacher. Special room passes are available from your teacher to be used to go to the lavatory or your locker. Students are required to sign in and out when they leave a classroom, gymnasium, cafeteria, etc.

LIBRARY MEDIA CENTER

The Library/Media Center contains a variety of print (books, magazines, newspapers, etc.) and non-print (computer) resources which may be used by students for assigned study. It is open from 7:50 a.m to 3:00 p.m. daily.

Students must use the media center responsibly. Periodically, teachers reserve the Library/Media Center for full classes. If you wish to use the Center on an independent basis during the day, schedule a time through one of your team teachers. Your teacher will then issue you a pass for a specific time. Present your pass to the media specialist, and sign in when you arrive. Students wishing to use the media center before or after school may do so without passes.

Fines are charged for overdue books at a rate of five cents per day. You are personally responsible for any library materials which you use. At the conclusion of the school year, report cards, yearbooks, and awards are withheld from any students who have either not returned overdue materials or paid overdue book fines.

LOCKERS

At the start of each year you will be issued a locker with its own special combination. You are expected to keep your locker clean and orderly. To help you with this, we will have locker clean-out several times a year. Please do not write or put decals or stickers on your lockers. Instead, use magnets to post information in your locker.

Your locker combination should not be shared with anyone. If you forget your combination, please see your homeroom teacher. Desks and lockers are the property of Newtown Public Schools. Therefore, they may be inspected by school officials at any time.

TO OPEN YOUR LOCKER

The combination works this way. Set the lock on zero, turn to the right two times **past** zero to the first number, left **past** the first number to the second number, (make sure you go **past** the first number), then right for the third number, and the lock should open.

LOST & FOUND

If you find something, take it to the C-Wing office where it can be claimed by the owner. Lost articles will be kept for two weeks. After that, the articles will be given to a charity.

PHYSICAL EDUCATION

In the event you have a medical excuse and cannot participate in P.E. class either permanently or for a short period of time, ie more than 2 classes, you must have a written excuse from your doctor on file with the school nurse.

For reasons of health and safety you are required to have a change of clothes for each gym class.

PHYSICAL EDUCATION DRESS CODE

Students attending physical education classes will dress appropriately. For reasons of health and safety, students are required to have a change for each physical education class. All students must wear either a regular t-shirt with short or long sleeves. Also all t-shirts must cover the entire stomach area of the body and chest.

All students must wear shorts that are not shorter than four fingers length from the kneecap, or they may wear long pants. Pants that are acceptable are as follows: warm-up pants, sweatpants, non-restrictive jean, and pants that do not touch the floor. Pants must be worn up to the waist. No students of either gender will at any time have any of their undergarments showing during class.

All students must tie their shorts or pants around their waist to avoid having undergarments exposed.
(Recommendation – wear pants or shorts that have strings.)

Student may not wear tank tops of any kind at any time.

Sneakers must be worn at all times with socks.

Flip flops, sandals, boots, slip on sneakers, and dress shoes **are not acceptable** footwear for physical education classes.

ROLLERBLADES

Rollerblades are prohibited in school and on school grounds.

SCHOOL COUSELORS

The school counselors at the Middle School will help you understand our school and its programs. They can also help you with any questions, problems, or concerns you might have while you're at the Middle School. They are available, too, if your parents have questions about the needs of a student your age, the school, or its programs. The school counselors can be contacted at 203-426-7644. Requests for an appointment with your school counselor can be made before and after school and between periods. Your school counselor will give you a pass to confirm your appointment time.

SCOOTERS

Scoters are prohibited.

SELLING OF MERCHANDISE

Students may not solicit or sell any items in the building without prior approval from the administration. This includes candy, soda, tickets, etc.

SKATEBOARDS

Skateboards are prohibited.

STUDENT VISITORS

Student visitors are allowed in the building or on campus after 2:45 p.m.

Students who wish to visit former teachers on a day when school is in session should call the principal's office to make an appointment. Student visitors should not interfere in any way with the dismissal of Middle School students. No children are allowed to sit in on a class regardless of residency status.

TELEPHONES

Students are not allowed to use cell phones in school. They should remain in their lockers during school hours. The office telephones should be used by students for emergencies only.

Deliveries from home should be left in the lobby. Messages and deliveries received from home will be forwarded to students at lunchtime or at the end of the school day ONLY in order not to interrupt instruction.

TEXTBOOKS

Make sure you cover all textbooks. Print your name, in the space provided, on the inside front cover of each book. A lost or damaged book is your responsibility, and you will be expected to pay for it.

SECTION C DISCIPLINARY GUIDELINES

NEWTOWN MIDDLE SCHOOL PHILOSOPHY OF DISCIPLINE

Discipline is an active teaching and learning process which reflects the mission and core beliefs of the Newtown Success-Oriented School Model. Quality behavior emphasizes appropriate habits of self-discipline demonstrated by respect, responsibility, independence, and individual accountability.

Errors in judgment that lead to disciplinary referrals are viewed as opportunities for learning. Therefore, with their teachers, students who violate school rules develop plans to correct their mistakes. This approach emphasizes solutions to problems rather than punishment. If a student makes an error in judgment which cannot be easily rectified by the student and teacher, the teacher may refer the student to the appropriate administrator who then works with the student to determine the cause of the conflict and to develop a plan that will "make the situation right" (restitution). When appropriate, a consequence is also assigned.

Teachers or administrators notify parents of all discipline interventions and plans. If a plan is not working, the matter is revisited. Repeat offenders are referred to the RTI Team and/or an administrator as well as to the appropriate guidance counselor. In serious situations, an administrator is contacted immediately.

SCHOOL BEHAVIORAL STANDARDS

Safety – Students will behave in a manner which provides for the safety of all.

Respect – All members of the school community will demonstrate respect to each other.

Attendance – Students will attend school regularly and on time.

DISCIPLINARY GUIDELINES

In order to maintain our school standards the following infractions will meet with consistent consequences. All infractions will be kept on file. Restitution and parent contact will be components in every situation.

Consequences listed below are for first offenses only. Subsequent offenses will result in escalating consequences. If an incident is very serious, consequence for a first offense may be more stringent than what is listed below. If you are suspended for any reason, you may not participate in any extracurricular activities while that suspension is in effect.

SITUATION/BEHAVIORS	MINIMUM CONSEQUENCE
SAFETY	
1. Possession or use of alcohol, drugs, tobacco, or use of tobacco products/paraphernalia.	Students who violate this policy will be subject to disciplinary action which includes, but is not limited to, suspension or expulsion, and/or a program recommended by the Student Support Team. Refer to District Policy 5131.6
2. Possession or use of weapons (guns, knives, slingshots, explosives, fireworks, stink bombs, or any other item which might be construed or used as a weapon)	Out-of-School-Suspension (police involvement where applicable) Refer to District Policy 5114 Section D.
3. Possession or use of any item which might be considered dangerous (e.g. anything in aerosol spray cans, glue, laser pointers, roller blades of any kind, scooters, water pistols, white-out)	Item will be surrendered; parents will be called to retrieve. Students may also be subject to disciplinary action which includes, but is not limited to, suspension or expulsion.
4. Intentional false alarms – fire department, 911, etc.	Out-of-School-Suspension; community service (if possible with town dispatcher); fire violations referred to NPD, fire marshal, 911 youth officer.
5. There should be no physical contact between students.	Reinforced by teacher and may be referred to school counselor or administrator for additional intervention and restitution.
6. Physical or verbal threat of violence (against teacher, peer, or property)	Students who violate this policy will be subject to disciplinary action which includes, but is not limited to, suspension or expulsion, and/or a program recommended by the Student Support Team. Police involvement when appropriate. Refer to District Policy 5114 Section D.
7. Assault (physical attack on a student or staff member)	Students who violate this policy will be subject to disciplinary action which includes, but is not limited to, suspension or expulsion, and/or a program recommended by the Student Support Team. Police involvement when appropriate. Refer to District Policy 5114 Section D.
8. Inappropriate use of technology 22	Community service, suspension, police involvement when appropriate. Refer to District Policy 5114 Section D.

Disciplinary Guidelines (continued)	
SITUATION/BEHAVIORS	MINIMUM CONSEQUENCE
RESPECT	
1. Sexual Harassment	Reminder of law; students who violate this policy will be subject to disciplinary action which includes, but is not limited to, suspension community service, police involvement when appropriate. Refer to District Policy 5114 Section D.
2. Verbal Abuse (general)	Parent contact explaining what was said. If language is obscene, see "No Tolerance" practices.
3. Verbal Abuse (profanity/obscenity directed at staff member) or insubordination.	See "No Tolerance" Practices.
4. Vandalism or Stealing	Restitution, community service; in-school suspension; possible financial responsibility, police involvement when appropriate.
ATTENDANCE	
1. Truancy	
2. Tardiness (unexcused) or class cutting	Make up time with teacher or missed class; community service; parent contact or conference
MISCELLANEOUS SITUATIONS/BEHAVIORS	MINIMUM CONSEQUENCE
1. Cheating - It is the expectation of the NMS that students will maintain the highest degree of integrity for completing their own work.	Refer to the District Cheating Policy 7-410
2. Use of cell phones or other electronic devices at inappropriate times.	Any personal property, particularly those of a technical nature, are brought to school at the student's/family's own risk. Newtown Public Schools is not responsible for any damage, theft or loss. Student will surrender item which will be sent to nearest office and held for parent to collect if used inappropriately.
3. Inappropriate Dress	Student will be asked to correct dress to conform to dress guidelines.
5. Fighting	Restitution, community service; suspension, and police involvement when appropriate.
6. Writing Inappropriate Comments in Yearbooks	This applies to situations in which a student writes in another student's yearbook without the owner's permission or writes inappropriate comments, gestures, or pictures. Student may be asked to replace or pay for damaged yearbook; privilege of purchasing a future yearbook may be withheld.

"NO TOLERANCE" PRACTICES

Policy #1 - Obscene Language

Use of obscene language is offensive, unacceptable and will not be tolerated. If a student chooses to use obscene language, it will be addressed as indicated below.

Policy #2 - Defiant and Insolent Behavior of Students towards Staff members

It is the expectation of NMS that students be respectful to all staff members. This includes being polite and following directives to ensure the everyday smooth and safe running of our school.

Defiance or contemptuous rudeness will not be tolerated. When it has been determined that a student's behavior has been defiant or insolent, it will be addressed as indicated below.

1. First offense will automatically result in one hour of community service (2:40-3:40 P.M.) to be completed within two school days of the offense.
2. Second offense will automatically result in one-day in-school suspension. Implementation will take place the following school day.
3. Continued non-compliance will result in a meeting with the student and his/her parent(s)/guardian(s) and a school administrator.
4. Appropriate and firm actions will be implemented.

SECTION D ACADEMIC INFORMATION

ACADEMIC CONCERN/RETENTION PROCEDURE

After First Marking Period

- Concern list is compiled by cluster teachers, counselor and administrator
- Counselor meets with students failing one or more core subjects
- Parents conference with teachers in the fall
- Cluster revises or develops Scientific Research-Based Intervention (SRBI) plans based on academic concerns

After Second Marking Period

- Concern list reviewed and revised by teachers, counselor and administrator
- Counselor meets with students who have multiple D's and F's in core classes to create an action plan
- Parents of those students with multiple D's and F's will be invited in for spring conferences with cluster teachers
- Cluster revises or develops SRBI plans based on academic concerns
- A letter from the principal will be sent to the parents of students with multiple D's and F's in core classes

After Third Marking Period

- Concern list reviewed and revised by teachers, counselor and administrator
- Cluster revises or develops SRBI plans based on academic concerns
- A letter will be sent to parents of students with the potential of failing two or more core subjects to schedule a meeting
- Students who receive a letter will conference with the principal, counselor, and parents to review/revise an action plan and will be given summer school information

ACHIEVEMENT RATINGS

Outstanding Progress	A+ (97-100)	A (93-96)	A- (90-92)
Very Good Progress	B+ (87-89)	B (83-86)	B- (80-82)
Satisfactory Progress	C+ (77-79)	C (73-76)	C- (70-72)
Needs to Improve, Poor Progress, Passing	D+ (68-69)	D (66-67)	D- (65)
Unsatisfactory, Work not acceptable with respect to individual ability, Failing	NM=No Mark	P/F – Pass/Fail I - Incomplete	F=Below 65

EFFORT RATINGS (Citizenship)

Outstanding	A
Very Good	B
Satisfactory	C
Needs to Improve	D
Unsatisfactory	F

GRADES AND INTERSCHOLASTIC SPORTS

In order to participate in Interscholastic Sports at Newtown Middle School, a student cannot have a failing report card grade (F) in more than one subject on the most recently issued report card.

HONOR ROLL

Achievement grades in all subjects will be considered to determine eligibility for the honor roll. A student must receive an overall achievement grade average of 85% or higher.

A grade of C+ or lower in any subject or a Pass (P) designation will exclude the student from the honor roll.

Note: Pass/Fail (P/F) option for grading may be used only if stated in Individual Educational Plan (IEP) or through prior arrangement by a team consisting of school counselor, parent, teacher, and administrator.

When the computer calculates the average, it will use the following numerical values for the letter grades:

A+ (97-100)	C+ (77-79)	EFFORT GRADES
A (93-96)	C (73-76)	A Outstanding
A- (90-92)	C- (70-72)	B Very Good
B+ (87-89)	D+ (68-69)	C Satisfactory
B (83-86)	D (66-67)	D Needs to Improve
B- (80-82)	D- (65)	F Unsatisfactory

NM = No Mark F= Below 65

STANDARDS FOR PROMOTION/SUMMER SCHOOL

- **In order to advance to the next grade, grade 7 and 8 students must pass three of the four core subjects (language arts, math, science and social studies).** If a student passes only two of the core subjects, he/she will need to pass one course in summer school in order to be promoted. If the student passes only one course, or passes two courses but does not attend summer school, he/she will be retained.
- **Students may take only one course in summer school.**

Participation in field trips, activities, and Moving-Up ceremony will be determined on an individual basis.

AUDIT POLICY FOR WORLD LANGUAGE

Students who did not participate in a world language program in 7th grade will be offered the option of auditing a world language in 8th grade. Examples:

- An 8th grade student who is new to the district and did not have world language in 7th grade
- An 8th grade student who was in the 7th grade reading program and has mastered basic reading skills.
- Exceptions will be considered on an individual basis.

Students who participated in a world language class in 7th grade will move to the 8th grade program regardless of grade received in 7th grade. Auditing is not an option.

Grading

- All students who are auditing are responsible for doing homework, projects, quizzes and tests. They will be graded on these individual assessments.
- All students who are auditing world language will receive a mark of NM (No Mark) on their report cards.
- Students may change, throughout the year, from audit status to full credit participation with grades recorded on their report card. This will be determined through assessment of student performance and participation, and dialogue between student, parent(s), and world language teachers and school counselor.

CHANGING OF GRADES

Deadline for teachers to make changes (i.e. Incomplete grades due to overdue assignments, illness, etc.) is 2 weeks from date the report card is issued, after which time the grade may become an "F". Extenuating circumstances will be considered on an individual basis.

HOMEWORK

The maximum percentage of any quarter grade that homework will count is 20%.

HONOR ROLL

Achievement grades in all subjects will be considered to determine eligibility for the honor roll. A student must receive an overall achievement grade average of 85% or higher.

A grade of C+ or lower in any subject or a Pass (P) designation will exclude the student from the honor roll.

Note: Pass/Fail (P/F) option for grading may be used only if stated in Individual Educational Plan (IEP) or through prior arrangement by a team consisting of school counselor, parent, teacher, and administrator.

When the computer calculates the average, it will use the following numerical values for the letter grades:

A+ (97-100)	C+ (77-79)
A (93-96)	C (73-76)
A- (90-92)	C- (70-72)
B+ (87-89)	D+ (68-69)
B (83-86)	D (66-67)
B- (80-82)	D- (65)

EFFORT GRADES

A	Outstanding
B	Very Good
C	Satisfactory
D	Needs to Improve
F	Unsatisfactory

NM = No Mark	F = Below 65
P/F = Pass/Fail	I = Incomplete

ALGEBRA I

The counseling office and math department evaluate 7th grade students for the 8th grade Integrated Math Algebra I program. The rubric below indicates the wide range of criteria examined for qualification. Units taught in Integrated Math Algebra I include: equations, algebraic reasoning, linear functions, inequalities, systems of equations, non-linear functions, exponential operations and functions, and the study of quadratics and function. Students who have developed strong abstract reasoning skills may be recommended to take this high school Integrated Math Algebra I course as 8th grade students.

EIGHTH GRADE ALGEBRA I RUBRIC

Units taught in Algebra I include: first and second degree equations, polynomials, exponential properties, linear functions and systems, the study of quadratics and factoring. Students who have developed strong abstract reasoning skills may be recommended to take this 9th grade high school Algebra I course as an 8th graders.

RUBRIC FOR ALGEBRA I

- 6th Grade teacher profile 12-15 total
- 6th Grade final math grade of 93 (A) or higher
- 6th Grade Degrees of Reading Power Score (78)
- 7th Grade teacher profile 12-15 total
- 7th Grade first semester grade of 93 average or higher
- 7th Grade second semester grade of 93 or higher
- 7th Grade third semester grade of 93 or higher
- High School placement test grade of 70 or higher

*NOTE: a “93” translates to A on the report card, not A-

The 6th and 7th grade teacher profiles evaluate five characteristics: work ethic, educational maturity, problem solving, computation and conceptual understanding.

If you have any questions about the math offerings in eighth grade, please call the NMS Counseling Office at 203-426-7644. Parents of 7th grade students who qualified for Algebra I are notified in May.

PROGRESS REPORTING

Report Cards and Interim Progress Updates: There are four Report Card Terms each school year. To view your child's academic progress, please visit the PowerSchool Parent/Student Portal through the web link on our website. If you would like to set up a PowerSchool account or would like to request a paper copy of a Report Card or Interim Report please contact our School Counseling Office.

Teacher/Parent Conferences - The entire faculty is available for scheduled conferences on early dismissal days in the fall and the spring.

STUDY SKILLS STANDARDS

The “Newtown Middle School Study Skills Standards” booklet contains lists of required materials and guidelines for good study habits. See Section G of this handbook.

Your teachers will review this with you throughout of the school year.

SECTION E ACTIVITIES

WHEN SCHOOL IS CANCELLED, ALL SCHEDULED ACTIVITIES ARE CANCELLED.

BASKETBALL & BASEBALL/SOFTBALL GAMES

(After school)

If students plan to attend basketball and baseball/softball games, they are not allowed to remain in the school unsupervised until the games begin. Students must go home on their buses first and then return to view the games. Thank you for your attention to this matter.

EIGHTH GRADE MOVING-UP DINNER DANCE

The purpose of this eighth grade Moving-Up Dinner Dance is to provide a continuing social opportunity reserved for eighth grade students only at Newtown Middle School. A catered buffet will be included in the cost of the ticket. Middle School age appropriate party attire is recommended.

Parents: Please avoid scheduling medical, dental, or other appointments for your child between 8:00 a.m. and 2:32 p.m. on this date. Early dismissals are not permitted.

Students must attend school for the entire day in order to be admitted to the Moving-Up Dance.

Students are not allowed to arrive in a limousine.

Attire is semi-formal. Boys are encouraged to wear a collared button shirt with khaki type pants. Jackets are not required.

Students arriving under the following circumstances will be sent home to change:

- boys wearing tuxedos, T-shirts, shorts, jeans, or sweat pants
- girls wearing backless or strapless dresses or dresses with hems below calf length or dresses with bare midriffs or formal prom gowns

EIGHTH GRADE WASHINGTON / GETTYSBURG TRIP

In order to participate in the grade 8 overnight field trip, students must be passing their subjects for the year. If they are failing three or more core subjects for the year prior to the time of the field trip, student may not attend.

FIELD TRIPS

All field trips require permission from your parents. Most will require fees. If the cost of a field trip presents a financial hardship, please have your parents inform your teachers or the principal. When attending a field trip, students must follow all school rules.

Since field trips are a privilege, violations of School Behavioral Standards can result in loss of these activities.

Reminder: It is the responsibility of the student/parent to arrange transportation for all school activities on a timely basis.

INTERSCHOLASTIC SPORTS

There are three interscholastic teams at the Middle School, boys' baseball and basketball and girls' softball and basketball. Tryouts for these teams begin in the fall and spring. Listen to the morning announcements for the time and place of tryouts.

In order to participate in interscholastic sports, a student cannot have a failing report card grade (F) in more than one subject on the most recently issued report card.

The yellow sports physical form must be completed by student's physician as well his/her parents. Please remember that physical exams are valid for only one school year. It is, therefore, advisable to have the sports physical performed in the summer so that it can be used for the entire school year. Please remember to return the completed yellow sports physical form to the Health Office or the student will not be allowed to play in practices or games.

INTRAMURALS/ACTIVITIES

This program offers a variety of sports. Everyone can play; no one is cut. Listen to the morning announcements for information on the intramural sports program.

Some activities include: math team, literary magazine, yearbook, drama club, concert choir, jazz band, Interact Club and technology club.

STUDENT COUNCIL

The Student Council of Newtown Middle School is an exciting and productive force in the school. The election week, held early in the school year, culminates in campaign speeches delivered in front of each grade followed by secret ballot elections.

Some of the many activities sponsored and directed by the Student Council include: dances, community service, and other school events. Regular meetings involve Student Council members, faculty advisors, and administrators. Student Council members must model School Behavioral Standards.

SECTION F PARENT INFORMATION

ATTENDANCE PROCEDURES

If sickness or emergency arises and your child must be absent from school, call the C-Wing office answering machine 203-270-6145. The answering machine is available to take calls anytime. If you know that your child is to be late due to an appointment, etc. please call the attendance answering machine or the C-Wing office. If you forget to call your child in by approximately 9:00 a.m., an automated voice message system will call your home, your cell phone numbers, your work numbers, and any emergency contacts you have listed to find out where your child is. You may also receive texts/emails if that is how you signed up on the Student Information Form at the beginning of school. Please also be aware that if you are an emergency contact for other students at Newtown Middle School, you will receive a call also for that child.

If you have any questions on this new automated system, please call 203-426-7638.

When your child is absent for more than one day, parents may request assignments by calling the School Counseling office at 203- 426-7644. Please allow 24 hours for this material to be compiled. All work missed during your absence must be made up within a reasonable period of time following your return to school.

If your child will be absent from school for an extended period of time due to accident or illness, you may initiate procedures for homebound tutoring through the School Counseling Office. **Personal vacations which do not coincide with the district's vacation schedule are not considered a legal absence from school.** However, all requests to take students out of school for personal vacations should be directed in writing to the C-Wing Office.

An undocumented absence, i.e. truancy, occurs when a student is absent for the entire school day or part of a day without parental consent, or with parental consent when the school deems that consent is not to be in the best interest of the student.

Students may not leave school grounds without written parent permission, notification of teachers, and notification of administrators. This rule applies to the normal school day as well as extra-curricular activities.

TARDY POLICY

It is the expectation of Newtown Middle School that students arrive to school on time to receive the maximum benefits of classroom instructions. Parents will be notified of their child's tardy record. A pattern of tardies will require the school to take action.

Absent/tardy procedure: letters & calls home for 10, 20, and 30 incidents by attendance office, counselor, and administrator

ACCIDENT INSURANCE

Except for interscholastic sports, the Board of Education does not provide accident insurance for students. For instance, a child who falls in gym class or gets hurt on the playground should not expect any insurance relief from the school system. The only type of insurance the Board of Education carries is liability insurance which is utilized if the school system has been negligent thereby contributing to the cause of the accident.

Each year, the Newtown school system does provide parents with the opportunity to purchase an insurance plan for their children in our schools at a small cost:

School time coverage protects students during school hours; during travel to and from school; during any activity sponsored by the school while under direct supervision of an adult school authority; during travel to or from the activity. The activity need not be in school, need not be during school hours, nor must it be on a school day.

Full time coverage protects students twenty-four hours a day, seven days a week and is not limited to school connected activities.

ADDRESSING CLASSROOM CONCERNS

Your concern must first be brought to the attention of the appropriate teacher. If the matter is not satisfactorily resolved, you are encouraged to discuss your concern with the administrative team.

If, after meeting with the principal, you feel that the matter has not been satisfactorily resolved at the school level, you may then put an appeal in writing to the Superintendent of Schools. The Superintendent will attempt to resolve the matter quickly and will communicate a decision in writing. If you are not satisfied with the Superintendent's decision, an appeal in writing should be addressed to the Board of Education. After a review and hearing by a committee of the Board of Education, the Board will render its decision in writing.

CHILD CUSTODY

If parents have specific custody arrangements about the rights or lack of rights of one of the parents to pick up the youngster at school, it is very important that the school is given a copy of the legal document issued by the court. The custodial parent(s) should also make an appointment with the principal to discuss the Agreement.

EMERGENCY PROCEDURES

- In state or national emergency situations, the Governor will give us information about the threat or order the closing of all public facilities. Building-based Crisis Management Teams will lead the implementation of the emergency procedures. We will coordinate our efforts with other town services including the health department, police, and fire departments.
- During emergency situations, children need to feel they are safe and that they will not be abandoned. They should be in a familiar environment with people they know. Therefore, our goal is to provide as normal a routine as is possible given the situation. If we need to dismiss, we will follow the regular procedures and add appropriate actions to ensure emotional security during such a dismissal.
- In the event you decide to remove your child from school, **please go to the main (B-Wing) office.** This process will allow us to monitor the location of all students. In grades K-8, we will only release a child to his/her parent or guardian, or to an adult you designate specifically for this purpose. In grades 9-12, parents may communicate with the school to arrange for their children to be released to a person listed on the emergency information card.

**NEWTOWN PUBLIC SCHOOLS HEALTH SERVICES
PRE-ENTRANCE REQUIREMENTS FOR ENTERING STUDENTS**

1. Physical Examinations are required before entry into Pre-school, Kindergarten, prior to school enrollment (if a new student coming from outside the state of CT) and in Grades 6 and 10. (A physical exam done within one year is acceptable).
2. State and local laws require the following immunizations to be completed **before** entry into school:
 - **POLIO VACCINATION** - Physician's verification of three (3) doses by entrance into school: the **last** dose received on or after the fourth birthday.
 - **DIPHTHERIA/TETANUS/PERTUSSIS IMMUNIZATION** - Physician's verification of four (4) doses before entrance into school: the **last** dose received on or after the fourth birthday. Students who start the series at age 7 or older only need a total of 3 doses. (DTaP is not given on or after 7th birthday.)
 - **Tdap/Td** - Physician's verification of immunization on entry into Grade 7. One dose for students who have completed their primary DTaP series. Students who start the series at age 7 or older only need a total of 3 doses of tetanus-diphtheria containing vaccine, one of which must be Tdap.)
 - **MEASLES /MUMPS/RUBELLA VACCINATION** - Physician's verification of immunization on or after twelve (12) months of age. A second vaccination before entering Kindergarten and the 7th grade. (2 doses separated by a least 28 days – this applies to all students Grades K-12)
 - **HIB (HEMOPHILUS INFLUENZAE TYPE B)** - Physician's verification of immunization on entry into Preschool or Kindergarten - exempt if passed his/her 5th birthday. One dose on or after 1st birthday.
 - **HEPATITIS B (HBV/HepB)** - Physician's verification of 3 doses with last dose given on or after 24 weeks on age. Spacing intervals for a valid HepB series are at least 4 weeks between dose #1 and dose #2; 8 weeks between dose #2 and dose #3; at least 16 weeks between dose #1 and dose #3; dose #3 should not be given before 24 weeks of age. This applies to all students K-12.
 - **VARICELLA** – Physician's verification of one dose on or after the 1st birthday or verification of disease. Before entry into Kindergarten and Grade 7 – 2 doses separated by at least 3 months with the 1st dose after the 1st birthday. For unvaccinated students 13 years of age and older, 2 doses given at least 4 weeks apart.
 - **INFLUENZA** – Physician's verification for Preschool students - 1 dose administered each year between August 1st-December 31st. (2 doses separated by at least 28 days required for those receiving flu for the first time)
 - **HEPATITIS A** – Physician's verification for Preschool, Kindergarten and 1st grade students - 2 doses given six months apart, 1st dose on or after 1st birthday. (Required for all Pre-K, Kindergarten & 1st grade students born on or after 1/1/07.)
 - **MENINGOCOCCAL** – Physician's verification of 1 dose for students entering Grade 7.
 - **PNEUMOCOCCAL** – Physician's verification for Preschool students - 1 dose on or after the 1st birthday for children less than 5 years old. The vaccine will be required for any student less than 5 years of age and born on or after 1/1/2007.
 - **NOTE:** Laboratory confirmation of immunity is only acceptable for Hepatitis B, Measles, Mumps, Rubella, Hepatitis A, and Varicella. Verification of Varicella Disease needs to be confirmed in writing by a MD, PA, or APRN that the child has a previous history of the disease, based on family or medical history.
 - **EXEMPTIONS** –1. Religious (proper forms are required) and 2. Medical (certification from a physician stating that the immunization is contraindicated)

3. Tuberculin testing - This applies to foreign and foreign-born students (new entrants and Kindergarten students) entering from a high risk country*. Physician's verification of a tuberculin test (Mantoux) given in the USA, including the date given and the results of the test.

- ***High Risk Country (As identified by the Center for Disease Control)** – Central and South America, Philippines, Asia, India, Haiti, Russia, Africa and Dominican Republic.
- **RESPONSIBILITY FOR COMPLIANCE with the State Immunization and Local Laws lie with the PARENTS.** The immunization record **MUST** be one that provides the necessary information about the type, date, and dosage and is to be signed by a physician. A health record from the previous school will also be accepted.

Revised March 2013

State requirements **require written** evidence of immunization, signed by your doctor, provided to the school prior to enrollment of student:

All requests for exemptions from immunizations based on religious grounds must be by written notification by the parent. Medical exemptions must be by order from a physician (MD) licensed to practice medicine in the United States.

Exemption forms may be obtained from the health office.

Physical examinations are also required for new entrants: **Sports physicals** are required for tryouts and athletic team participation and must be updated yearly. Physicals must be performed by a legal practitioner of medicine. Forms may be obtained from the health office.

SCREENING PROGRAMS

The following screening programs are conducted at Newtown Middle School:

7th grade – Scoliosis screening **8th grade** – Hearing and scoliosis screening

ADMINISTRATION OF MEDICATION

Nurses/trained school personnel may administer medication during school hours with the written permission of a parent **and** the written order of a physician. **Medications forms** may be obtained from the health office. Medication should not be transported by the student on the school bus, with the exception of inhalers and EpiPens.

Medication to be given should be brought to the school in the original prescription bottle by the parent and must be identified with the following:

- | | | |
|-----------------------|------------------|---------------------------------|
| - prescription number | - student's name | - medication name |
| - dosage | - doctor's name | - directions for administration |

EXCLUSION FOR COMMUNICABLE DISEASES

Students with a communicable/infectious disease or condition may need to be excluded from school pending medical diagnosis treatment. Some of the most common diseases/conditions requiring possible exclusion are chicken pox, strep throat, skin rashes, lice, pneumonia, etc.

For addition information or questions about any disease or condition please contact the school nurse at 203-426-7636.

PHYSICAL EDUCATION EXCUSES

Students may be excused from a PE class for a maximum of two classes with a parent/guardian note. Excuses greater than two days require a note from a medical doctor. Excessive use of a parent's notes will necessitate a conference with PE teacher and nurse. A student physically unable to participate will be required to complete a written assignment during class period. A student with a long term absence will be required to complete an in-depth research assignment.

GENERAL SUGGESTIONS

1. Sick children having temperatures of 100 degrees or above, vomiting, or other serious conditions, etc. will be sent home at the discretion of the nurse.
2. First aid will be given if your child is injured at school. If the ambulance or further medical attention is necessary, we will attempt to notify you immediately. **Please update your child's health emergency form as information changes.**
3. Children with rashes may be excluded pending diagnosis.
4. A child should have a normal temperature for 24 hours before returning to school after an illness.
5. Parents are responsible for reporting any special health problems or students with allergies to the school nurse. If medication is required follow the "Administration of Medication" policy.

Please contact the nurses for additional information at 203-426-7636 or Fax 203-270-4553 (attention Health Office)

HEALTH EDUCATION PROGRAM

The Newtown Board of Education has adopted a comprehensive health curriculum that emphasizes wellness, safety, life management skills, and decision-making. In the middle school, units include the following:

- Safety, Social/Emotional Health, Substance Use/Abuse, Healthy Body, Disease Prevention/Management (including HIV/AIDS), and Growth and Development. If you have any questions or concerns, please call the District Health Coordinator at 203-426-2798.

HEALTH SERVICES: PASSES

Students will not be admitted to the Health Office without passes except in emergencies. Students should first report to their classes and obtain passes from the teacher. Students who are ill may not leave school without first reporting to the nurse.

INCLEMENT WEATHER

In the event school is cancelled due to inclement weather or other reasons, the Superintendent, will make a Connect-Ed call to all parents with a message saying that school is either delayed or closed. The announcement will also be posted on the district website, newtown.k12.ct.us, CTWeatherCenter.com, newtownbee.com; radio stations: WEBE – 107.9 FM, WINE – Brookfield 940 AM, WLAD – Danbury 800 AM, WICC – Bridgeport 600 AM; TV stations: NBC channel 30, WFFB channel 3, and WTNH\channel 8.

NEWS RELEASES

If you prefer that your child's photo not be published in local newspapers, please notify the Middle School principal, in writing, by Friday, August 31, 2018.

P.P.T. SCHEDULE ON DELAYED-START DAYS

If there is an unscheduled delay, all P.P.T.'s scheduled before 10:30 a.m. will be cancelled. P.P.T.'s scheduled for 10:30 a.m. or after will take place according to the scheduled period time for the day.

PTA ROSTER for 2018-2019 School Year – EMAIL ADDRESS: newtownmspta@gmail.com

POSITION	NAME
Co-President	Melissa Beylouni
Co-President	Kristen Bonacci
1 st Vice President	Jen Chaudhary
2 nd Vice President	Monica Kwarcinski
Secretary	Julia Crisi
Treasurer	Brook Heinen
Principal	Thomas Einhorn
Assistant Principal	James Ross
Teacher Representative	

SCHOOL BREAKFAST AND LUNCH PROGRAM

The food service department provides a daily breakfast and lunch program. A **student breakfast is \$2.45**. A student lunch includes: one entrée, 2 bread or grain components, one 8 oz. milk and fruit and vegetables selections. **Lunch Price: \$3.35.**

Student meals are planned with the USDA approved *Food Based Menu Planning* approach for school lunch. Planned lunch menus will supply at least one-third of the Recommended Dietary Allowance (RDA) for calories, protein, Vitamins A and C, calcium, and iron and will supply no more than 30% calories from fat and no more than 10% calories from saturated fat (analyzed over a one-week period).

The menu is published in the Newtown Bee, and is on the Newtown School District website under Whitsons Culinary Group.

SCHOOL LUNCH PROGRAM

If you have any questions regarding how the school lunch program can accommodate students with dietary restrictions, please contact the resident dietitian, Rebecca O'Brien, at 203-426-7637. (This is handled on an individual case-by-case basis).

Free and reduced price meals are available to all eligible students. Applications are sent home by the first week of school and should be returned to the Newtown Food Service Department, Newtown High School, 12 Berkshire Road, Sandy Hook, CT 06482 no later than September 29, 2017. Attention: Jacki Kulikowski.

For more information regarding the school lunch program, please visit the Newtown School District website. Click on "Departments," then on school nutrition where you will find:

- The monthly school lunch menu
- Information regarding My School Bucks and Point of Service System
- Nutrition news from the dietitian
- And much more!!!

Any questions should be directed to the Food Service Department 203-426-7637.

STUDENT OBLIGATIONS

Report cards, Moving-Up certificates, and awards will be distributed after student obligations have been met.

STUDENT RECORDS

You have the right, upon written request, to inspect or review all material that is incorporated in your child's cumulative record folder. This would include all materials intended for school use or that would be available to parties outside the school system. If a student moves to another school system, records cannot be forwarded unless all the financial obligations for lost books, etc. have been met.

VISITORS AND VOLUNTEERS

Upon entering Newtown Middle School, each person will be asked to show a form of photo identification to the security guard. The visitor will then sign-in and be given a pass. Upon leaving, each visitor is to sign-out and return the pass to the security guard.

SECTION G

STUDY SKILLS STANDARDS

Good study skills help students to learn; these skills can become habits for life. The Newtown Middle School dedicates itself to improving student demonstration of learning as reflected in achievement and overall academic performance. It is our aim to foster the development of independence through self-motivation, self-discipline, and responsibility.

The Newtown Middle School Study Skills Standards were developed with these goals in mind. The following standards have been formulated to assist you in the acquisition of basic life-long study skills so that you will grow to be a self-directed learner.

1. Always have pens, pencils, and erasers.
2. Have textbooks covered at all times.
3. A Student Planner will be given to each student to use daily.
4. Adhere to the Guidelines for Productive Study.
5. Adhere to Written Work Standards.
6. Always proofread written work.
7. Complete all assignments in a timely manner.

HOMEWORK AND STUDY

It is expected that students will have homework assignments each night. The lengths of the assignments will vary with the grade level and the manner in which the student approaches the individual tasks.

The total working time seventh and eighth grade students should expect is an average of seventy minutes for seventh grade, eighty minutes for eighth grade.

Long-term assignments might include some or all of the following: book reports, written compositions, term papers, research projects, or preparations for demonstrations and exhibitions.

WRITTEN WORK STANDARDS

1. You are expected to complete all assignments by the dates they are due.
2. Homework must be done on standard-size, lined, 3-ring, loose leaf, paper unless otherwise indicated by your teacher.
3. Answers to assignments must be written in complete sentences unless otherwise indicated by your teacher.
4. Spelling and grammar are considered important. Homework turned in with numerous grammatical and spelling errors will be returned to be rewritten.

SPECIAL PROCEDURES

1. Late assignments may affect your grades. To complete a late assignment, you may be required to report after the school day or before classes the following morning.
2. Your parents will be notified if your teachers recognize a problem with completion of assignments.
3. When no written work is given for the following day, you should spend time studying, reviewing, reading, or working on long-term assignments.
4. If you are absent but well enough to do work, or if you miss a class during the day for any reason, you should contact a classmate before returning to school the next day for the assignment. By doing this, you will be able to complete your assignments. You should also touch base with your teacher upon return.

If you are absent for a short period of time, your parents may request assignments by calling the School Counseling Office at 203-426-7644. Please allow 24 hours for this material to be compiled. All school work missed during the absence must be made up within a reasonable period of time following your return to school.

If you will be absent from school for an extended period of time due to accident or illness, your parents may initiate procedures for homebound tutoring through the School Counseling Office.

Special Procedures (continued)

5. A vacation is not considered a legitimate reason for absence from school. All requests to take students out of school for vacations should be directed in writing to the appropriate homeroom teacher in advance.

GUIDELINES FOR PRODUCTIVE STUDY

1. **PLACE:** Choose a quiet place for study. Distractions can hinder your concentration and time on task.
2. **TIME:** Budget your time. Set aside a specific time during the afternoon or evening; plan on using this time each day for daily homework. On long term assignments do a little each day. Some students prefer to do easier assignments first while others prefer to begin with more challenging work. Develop a systematic approach which is effective for you.
3. **MATERIALS:** Have pencils, pens, assignment book, notebook, dictionary, and other reference materials at hand before you begin to study.
4. **HELPFUL HINTS:** For most of us, quiet is necessary for concentration. Conversations, visitors, and electronic devices can interfere with concentration and learning. Don't dawdle over your work. Keep your mind on the task at hand. Try to pick out essentials. Review notes frequently. Do not wait for the night before a test to study. Study independently unless your teacher suggests that you work cooperatively with another student. Always do your own work.

Parents, in an effort to help your child formulate a process when they embark upon a research project, it is hoped that you will find the "Ready To Research" a useful guide.

RESEARCH GUIDELINES (Newtown Middle School Library)

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1. RESEARCH TOPIC/QUESTION

Brainstorm related key words, phrases related to the topic; use a graphic organizer to help map ideas.

Understand the research purpose, question or problem to solve. Get a definition, if needed!

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2. GATHER AND ACCESS INFORMATION

Decide which resources you will need to use:

Books: use Destiny —remember, keyword, subject and power search options. Distinguish between primary and secondary resources; primary are written in or near the time period but may have gone through some revision.

Electronic: Internet? Combine key terms to narrow search if the topic is broad. Use a subject index such as Google if unsure of terms.

Databases: www. iConn.org and others are available on the school library web page: destiny.newtown.k12.ct.us. Click on Newtown Middle School

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3. EVALUATE AND ANALYZE INFORMATION

Cross- reference information; use many reliable resources

Evaluate web sites: How do you know if the web site is valid and meets the research purpose? Check for the 5 W's!

Paraphrase: You **must** restate the writer's ideas. Changing one word for another synonym in the same sentence is still considered plagiarism! Take the main idea and restate your understanding of it in your own words.

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4. Self-Reflect

Re-read the rubrics of the assignment. Did you complete each to the best of your ability?

Check mechanics and works cited format.

SELF DIRECTED LEARNING

A Guide for Parents

In accordance with the Parent Involvement Policy/School-Parent Compact ("No Child Left Behind" Sec. 1118), our Newtown Mission Statement and Core Beliefs have established our commitment to provide high-quality curriculum and instruction in a supportive and effective learning environment. The following pages outline additional support of a school-parent compact and show how parents, staff and students will share the responsibility for improved student academic achievement.

What is Self Directed Learning?

A self directed learner actively participates in the learning process and takes responsibility for his or her learning.

Why is Self Directed Learning so important?

In a study conducted by the District Quality Council during the 1996-97 school year, focus groups comprised of parents, staff, and various community members came to the conclusion that the skills and attitudes of a self - directed learner were essential to the development of a student's self esteem and his/her desire to succeed.

What can I do to help my child become a Self-Directed Learner?

The following information will provide you with an outline of self-directed skills and ways you can help foster them with your child.

A Self Directed Learner will use the following skills to varying degrees:*

- Observes the world and interprets it through discussion and critical thinking
- Seeks opportunities
- Finds and uses resources
- Sets goals and make plans to achieve those goals
- Self-evaluates and learns from experience
- Perseveres

Parents can help foster self-direction:

- 1. Provide a comfortable setting, adequate amount of time, and appropriate materials for daily work, assignments, and projects.**

A work area which is well lit and equipped with grade-level appropriate materials such as paper, pencils & pens, a calculator, a basket of colored pencils, markers, glue, ruler, etc.

- 2. Assist your child in understanding directions when necessary.**

Ask your child to read the directions out loud and discuss any aspects of the assignment that are unclear.

- 3. Ask your child questions that facilitate a well-planned and organized approach to meeting the objectives of the assignment.**

Tell me about your assignment. What materials or information do you need to complete it? How will you manage your time in order to have it completed by the due date?

- 4. Encourage your child to use the library, technology and other available resources.**

Have handy or know where to find maps, atlases, encyclopedias, a dictionary and thesaurus, internet-accessed information, fiction and non-fiction books related to your child's topic of study.

- 5. Ask your child questions that require reflection on what he or she has accomplished.**

*What did you learn from this assignment? What would you do differently next time? What are you really proud of?**

- 6. Facilitate good communication between your child and his or her teachers.**

If your child encounters difficulty with an assignment, start with the questions: Do you need me to help you figure out what to do next? Encourage your child to take the initiative to approach his/her teacher with further concerns. Assure your child that you will contact the teacher if he/she is unable to resolve the situation independently.

- 7. Encourage your child's efforts to explore his/her world.**

Listen carefully to your child's discoveries, observations, and natural curiosities. Help your child make connections and apply his/her knowledge to specific questions. Provide opportunities for further learning experiences.

- Self-directed learner skills adapted from the Newtown Public Schools Success-Oriented School Model, page A1

WHAT PARENTS CAN DO TO HELP

1. Check with your children to be sure that they understand objectives and scoring rubrics for all projects.
2. Check PowerSchool regularly.
3. Help your children find resources and materials.
4. Help your children think of creative alternatives for materials to keep the project cost to a minimum.
5. Keep your children focused and on-task, adhering to the time-lines and schedules set by the teacher.
6. Encourage and praise your children to help them stay motivated.
7. Act as guides or facilitators, when children are assigned projects. Please do not do the project!
8. Remind your children that they should strive to be resourceful and self- directed, as well as persevere to produce quality work.
9. When your children have completed the projects, ask them:
 - What did you learn from this project?
 - What would you do differently next time?
 - What are you really proud of?
10. Contact the teacher if your child:
 - is either not clear about the concept or is struggling with a concept

From time to time, teachers may ask your children to discuss a concept with you. The teacher does not expect you to know the answers to all of your children's questions!

- Brainstorm with your child.
- Remember: It's okay not to know the answer!
- Do not be quick to supply answers. Instead, ask questions that will direct your child's thinking.
- Direct your children to their textbooks (for science - the binder of handouts), class notes, as resources.

SHARED RESPONSIBILITIES

STUDENT	PARENT	TEACHER
Write all assignments in planner.	Check planner, PowerSchool and student's work to monitor completion of each assignment.	State assignments and deadlines clearly.
Take home materials needed to complete homework.	Make sure your child has materials; if not, develop a plan to get them.	Direct students to insert them in the plastic folders in their planners.
Do homework as assigned.	Provide an appropriate environment for the completion of homework.	Advise students of materials needed to complete assignments.
Inform teacher when experiencing difficulty in a specific class.	Inform teacher when your child is having a difficult time in a certain class.	Assess student's work; provide feedback to parents and students.
Display appropriate behavior in class.	Read and review handbook with child; support the enforcement of school rules.	Communicate with students and parents regarding student's progress and post grades on Parent Portal in a timely manner.
Attend school on a daily basis, participate actively, and be ready to learn.	Encourage your child to attend school regularly and to be an active learner.	Consistently enforce school rules.
Check your progress weekly on Parent Portal.	Check student progress on Parent Portal each week	Take daily attendance; notify appropriate personnel of any concerns. Provide activities to encourage active learning.

