**Dates to Make a Note of -**

**Student Led Conferences**

*7th Grade:*

September 12th and 14th; March 27th and 28th

*8th Grade:*

September 20th and 21st; February 28th and 29th

If a need arises during the year, please feel free to contact us for a conference. We are available from 10:15 – 11:00.

**Middle School Dances**

Winter Wonderland Dance: December 9th

Spring Dance: March 23rd

8th Grade Dance: April 20th

**End of Semester Rewards Days**

Fall Semester Award Day – December 15th

Spring Semester Award Day – May 23rd

**Graduation**: May 24th

**Homeroom Procedures**

1. Students must go to locker/restroom before going to homeroom. Students will not be allowed to go to restroom/lockers once they enter homeroom. Students will report directly to their 1st period class from homeroom; they will only have a two-minute passing period
2. Students will have agenda open the previous day so that the teacher can check for parent’s signature. Student will also place any forms or monies to be collected on the agenda.
3. Students will read silently and work on book logs while teacher checks for signature and notes.

**Classroom Procedures**

1. Students who are tardy will receive a demerit.
2. Have agenda opened to today’s date and write down the topic and any homework. Teacher will sign agenda after the student has finished writing (within the first 5 minutes of class)
3. Students will write down and complete BLAZE = Essential question in their composition notebook along with the date
4. Students will complete RAYS = Daily warm up (5-10 minutes)
5. Begin class
6. 5 Minutes left in class get ready for dismissal
7. *Students are to remain in their seats until dismissed by the teacher. The teacher dismisses the class NOT THE BELL*

**Assignment format**

Headings are written on upper right hand corner

1. Name: first and last name (no abbreviations)
2. Date
3. Class period/Subject

**Snack Procedures – ONLY DURING 3RD PERIOD**

*(Any student eating a snack during any other time will receive a demerit; including connections)*

Since students do not have lunch until 12:48, we will allow students to have a snack during 3rd period while working on Blaze and Rays. Students may have a small snack that does not require utensils. (EXAMPLES: carrots, celery, goldfish, pretzels, energy bar, or string cheese) Students may bring plain water to drink. No powder, juices, flavored water, coffee, tea or soda will be allowed. If a student has something besides water, the student will be asked to put it away; they will only be able to drink it during lunch. Students may not go to the water fountain during this time.

**Afternoon Homeroom**

Students will return to homeroom in the afternoon on Wednesdays where they will receive any school communication.

**Graded Work Folders**

Work Portfolio should be sent home at least monthly with graded assignments to be signed by parent and returned to school by next class. If folder is not signed and turned in within two school days, the student will receive a demerit.

**Notebook Check Procedures**

1. Each teacher will have a section in grade book for notebook checks
2. Binders will be checked monthly in academic classes
3. Notebook check will go towards 7 C’s grade.

**Mid-Quarter Progress Reports**

Mid-Quarter Progress Report will be sent home between grading periods

Dates: September 7th, November 16th, February 8th, and April 25th.

**Discipline System**

1st Demerit – Silent lunch and email to parent

2nd Demerit – Silent lunch, email to parent, and student will complete “At-Home Detention Packet” and return to teacher the next school day during homeroom.

3rd Demerit – Write-up.

**Benchmark Exams**

Students will take benchmark exams a various points in the year to monitor students’ progress in each academic area. Results of the benchmark will be reported back to the students and parents.

**Incentive for exemption from final exams (Pending Board Approval)**

Students may earn an exemption from final exams if they accomplish the following:

* All 3’s in a specific academic class.
* All assignments turned in for all classes
* Mastery in 5 of the 7 C’s categories.
* Satisfactory grade in all connections classes
* Meet expectations in all areas of the CRCT

**Earning Awards Days**

Students will have the opportunity to earn awards day.

Dress down on Friday – No demerits or write-ups during that week.

Participate in quarterly awards day – No demerits or write-ups during that quarter.

Participate in end of semester awards day – No more than one write-up in a non-“Zero Tolerance” offence.

**Making up homework when absent**

When you are absent it is the your responsibility to get the work you missed by first checking the website and then going to see your teacher. It is not the teacher’s responsibility to track you down. If you are absent one day, you have one day to make up your assignments. For example: If you are absent on Monday and return to school on Tuesday, you should have all make-up work completed by Wednesday. If you have are out for an extended period of time, please keep in contact with the website and your teachers to keep track of your assignments and arrange when your assignments will be due.

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_