

Dear Students & Parents,

It is our pleasure to welcome you to the middle school. Please read over and discuss this informational letter.

### **Organizational Expectations**

Students will be expected to reserve a binder that contains folders for each academic subject, Explorations, and Fine Arts elective. Students are expected to utilize the binder as an organizational tool for note taking, class assignments, homework assignments, school notifications and planner.

*Students will receive an assignment-planner book.* Each day we will spend time recording in this book what we have done, assignments to take home, and upcoming tests. Students are expected to review and discuss the planner with you and have you sign or initial it each night. Please do not initial or sign the planner in advance.

### **Grading Policy**

**All assignments must be turned in on time.** Late assignments will be marked down **10% the first day late**. Any assignment turned in more than one day late will receive a **50%**. If a student is ill or has an excused absence, he or she will be given two days for every day absent to make up the missed assignments.

**With the exception of tests, students may correct or redo assignments for a grade up to 70%.** Excluding Math, students have **one day** from the day an assignment is returned to correct it for a higher grade. Because Math assignments are checked in class each day and the skills are sequential, students may not correct them for a higher grade.

### **Explorations, Fine Arts, and Outdoor Education**

Students will be engaged in exploring various career paths throughout the school year. They are expected to come each day with necessary materials, dress and footwear. In addition, Outdoor Education is an important part of our curriculum and students are expected to dress appropriately for the weather when we are working outside. We will have periodic brain breaks in addition to our lunchtime. It is important that the students are dressed appropriately to go outside as all students are expected to participate. Please see the Chatfield handbook for notes on the dress code.

### **Success in School**

Finally, your child's growth and learning is our priority. We are pleased to meet with you if you feel you would like to set up a goal setting conference or if you have questions or concerns. Please feel free to contact us before or after school at (810) 667-8970.

Your Partners in Education,

**6<sup>th</sup> Grade**  
Jennifer Bierbusse  
Tracy Boyle

**7<sup>th</sup> Grade**  
Jean Block  
Bob Kurtz

**8<sup>th</sup> Grade**  
Bill Kraly  
Karla Pretty

**Assistants**  
Michele Guerra  
Judy Mariconi  
Lori Raymond