

## *Middle School Guidelines*

### **Haiku, PowerSchool, and Google Docs**

Haiku is a learning management system that is very similar to your child taking an online class. Every student has a Haiku class for each subject. Teachers can post more detailed information about a particular subject in this Haiku class; as well as, classroom discussions or one-on-one discussions, create online assessments, post homework assignments and projects, and even create a wiki project where a group of students is able to work on the same project simultaneously from home. Each parent will be provided with their own login information so that they can stay informed about their child's Haiku class. PowerSchool is where parents can stay informed on how their child is doing in a particular subject and whether or not all homework is being turned in. Parents are encouraged to check PowerSchool on a weekly basis. Login information is provided for each parent as well. Parents are required to pick up login in person from the front office. Each student will be assigned a Google account which offers an additional opportunity for collaboration with the teacher using technology.

### **Teacher Websites & Emailing Teachers**

Each teacher has a website with general information, or syllabus, about their subject area(s). Teacher websites can be found on the Fisler Website, under the Academics/ Middle School tab. Emailing a teacher is an excellent way to communicate with your child's teachers. Teachers check their emails several times throughout the day and will get back to you as soon as they have a free moment to do so.

### **Homework Policy**

Please refer to the brochure you received on the first day of school for specific information regarding Robert C. Fisler School's Homework Policy. This policy is based on the Fullerton School District Board policy as well as the ideas discussed in:

Vatterott, Cathy. *Rethinking Homework: Best Practices That Support Diverse Needs*. Alexandria, VA: ASCD, 2009. Print.

**Absences and Make-up Work:** Students who are absent, have the number of days they were absent to make up work missed during their absence. It is the student's responsibility to check Haiku, or ask a teacher about work missed during an absence.

### **Middle School Discipline Policy**

We are continuing with our school-wide discipline policy called Positive Behavioral Interventions & Supports (PBIS). Expected school-wide behaviors and individual classroom behaviors are posted on the Matrix page within this packet. The Middle School Team (6th - 8th) has come up with expected classroom behaviors so there is consistency from classroom to classroom. Students can earn FISH Tickets for exhibiting positive behavior.

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Students will be held accountable for their behavior. Possible consequences are:

1. Verbal warning
2. Loss of privilege, time in office, conference with student\*\*
3. Parent contact through email or phone call home\*\*
4. After school detention (Tuesdays, 2:55 - 3:55 PM) \*\*
5. Community service \*\*
6. In-School suspension \*\*
7. SOAR Saturday School (Saturdays, 8:00 - 12:15 PM) \*\*
8. Out of school suspension \*\*

\*\* Parent contact through email or call home, followed by a discipline referral requiring parent signature, which must be returned to referring teacher.

Items 2-3 are considered behavior notices. Three behavior notices will result in an after school detention. Three detentions will result in a Saturday School. A missed detention will result in a Saturday School. A missed Saturday School will result in a school suspension. Severe behavior may lead directly to a detention, Saturday School, or suspension.

### **Tardy Policy**

It is the student's responsibility to be seated in class when the first bell rings.

4 Tardies = an "N" in citizenship

8 Tardies = a "U" in citizenship

"N" in citizenship for tardies will prohibit students from being on the Honor Roll or Principal's Honor Roll.

### **Basic Computer Tips**

1. All 7th and 8th graders should save their files in the following format with no spaces or punctuation. Naming files correctly is essential in order for students to receive credit for assignments.

`Class#NameofAssignmentLastNameFirstName`

For example: 3DuffyVocabSmithJohn

2. iWork files now save automatically when the student closes the file. Every time you press Command S, a version of the file is saved. You can browse and review those versions by holding down the title of the document when open.
3. There is no "Save as..." command. Instead, choose "Duplicate". When you close the file, you will be able to rename it there.

### **Responsible Use Forms**

You will receive a Responsible Use Form to sign from the Fullerton School District. Please

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read it carefully. Keeping our children safe with technology is a shared responsibility between students, parents and staff. Visit Mrs. Rounds' website for computer guidelines at home.

### **Parent, Teacher, Student Conferences**

Parent conferences are held twice a year. Fall conferences will be held September 23-27 and spring conferences will be held March 10-14 for all students with a current grade of C- or below in any class. Conference scheduling paperwork will be sent home with your child from Mr. Stava about a week before conference time. Please sign up for a scheduled time and send the form back to Mr. Stava with your child. All parents and students are welcome to schedule a conference during this week, even if your child has above a C- class grade. Monday through Wednesday are reserved for scheduled appointment times; and Thursday and Friday are reserved for walk-in appointments. Additionally, at any time parents have a concern about their child's progress in school, they are encouraged to contact the teacher whether it is conference week or not. Please do so through email or stop by the classroom after school.

Each student will share a keynote presentation with their parents letting them know what they have been doing, how they are doing, and if they feel the parent needs to meet with that teacher. Parent will be asked to fill out a form that they have viewed this presentation with their children.

### **Extracurricular Activities**

There are many ways for your child to get involved at Fisler and have a more rewarding school experience through one of our many after school clubs or activities. Below is a list of clubs and activities along with the advisor(s) of each.

NJHS - National Junior Honor Society - Ms. Ellison & Mrs. Beecher

Yearbook - Mr. Stava

Girls Who Code - Mrs. Rounds

Mathena Math Club - Mr. Uribe and Mrs. Santillan

After School Sports - Volleyball, Basketball, Soccer, Softball - Ms. McIntosh

## *Additional Helpful Information*

**School Policies:** The "Partners in Learning Guide" is the student handbook of all school policies that students are held accountable for such as dress code, attendance and dismissal, cell phones on campus, and playground/blacktop rules. This handbook is found on the Fisler website under the Parents tab, along with other ways parents can get informed and involved at Fisler School.

**Student Safety:** Parents who drop off (or pick up) their children on the south side of the school on Hetebrink **need to pull completely up parallel to the curb** before allowing a student to get out of (or get in) the car. There is too much traffic for students to try to

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maneuver their way through the traffic of cars during this busy time of day. All students are to use the crosswalks when coming onto the school campus.

**District Benchmarks and State Testing:** The District administers three benchmarks for grades 7 and 8 in the subjects of language arts, writing, and mathematics. If students are completing all classroom homework and studying for classroom assessments, then they are prepared for these important assessments. The assessment windows are below. Please make sure your child is not absent during a scheduled assessment. Writing benchmark dates to be determined.

Benchmark 1: October 10 • Benchmark 2: December 19 • Benchmark  
3: March 13

**Need Extra Help?** Students needing extra help on a homework assignment or clarification on what was covered in class that day are encouraged to come by any classroom after school to talk with their teachers. Teachers are available for a short time each day after school.