

SCHOOL DISTRICT OF MENOMONEE FALLS WISCONSIN



NORTH MIDDLE SCHOOL
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August 2016

Dear North Middle School Students, Parents and Guardians:

Summer is rapidly coming to an end and the beginning of the 2016-2017 school year is just around the corner. We are anxious for the school year to begin and look forward to seeing the incoming sixth graders as well as the seventh and eighth graders. In addition, we are pleased to welcome seventh and eighth grade students who are new to North this year.

Parents, we assure you that we will do all that we can to provide your child with a positive experience. We strive for excellence in academic, social and emotional development. When student schedules are developed, consideration is given to both learning styles as well as the social needs of the students. Students are expected to be positive leaders and do their best in school. Students' cooperation and hard work, coupled with the efforts of the dedicated staff at North, will result in the finest educational experience.

Once again, we are going "green" and not mailing a "summer packet," but rather have placed all forms and information on North's website (<http://north.sdmfschools.org/>). Please note that you are able to access information from the links on North's website.

This year, Schedule Distribution will be held on two days. The first day is August 22 from 8:00 am until noon and again from 4:00 – 8:00 pm. Day Two of Schedule Distribution is August 23 between 4:00 and 8:00 pm. Schedule Distribution will be held in the gym this year.

Schedule Distribution Days provide parents and students with an opportunity to visit the school, pay school fees, receive student schedules and lockers, turn in all necessary school forms, have student pictures taken and allow students to "walk" their schedules. Most families have found this day helpful in settling "middle school jitters." Families will be able to enter the building from any entrance. Handicapped parking is available on Garfield Dr. and in the lot adjacent to the Attendance Office.

At Schedule Distribution, students will receive a house assignment. **Please note that student schedules and house assignments are subject to change.** After reviewing your child's schedule, if for some

reason a schedule change needs to take place, parents must make that request in writing no later than **August 26th**. Please understand that schedule changes will be made for academic reasons only.

As many of you already know, the District's online payment option opened on August 1. Because the PowerSchool Parent Portal was open briefly, some families were able to view what they believe to be their child's schedule. Please be aware that any schedule information you may have been able to see is **NOT ACCURATE**. The scheduler in Power School randomly loads students into classes many times before a "final" schedule is developed. Only after the "final" schedule has been built are the counselors able to develop student schedules. Student schedules change many times--sometimes up until the first day of school. All students will receive a hard copy of their schedule on the first day of classes.

Please note that students who are accompanied by a parent or guardian are welcome to drop off school supplies in their lockers between 7:30 am and 4:00 pm beginning on **August 29**. We encourage all incoming sixth graders to utilize the time provided during **SPIN Night** on **August 25** for that purpose.

Earlier this summer, families received their child's demographic data form as well as a record of immunizations (if your child is a returning Menomonee Falls Public School student). An Annual Health History form requiring completion was also included. Please verify and/or complete the information on each form making corrections as needed in red. Please note that all three forms require a parent's signature indicating that the information is accurate and complete. All forms need to be returned to North either at **Schedule Distribution** or on the first day of school.

The School District of Menomonee Falls utilizes School Messenger to distribute important information to families by phone and email. Email is used for grading, newsletters and other important notifications throughout the year. Accordingly, it is very important that you verify that your phone number(s) and the email address(es) listed on your child's demographic form are current and accurate. Also, please verify that you have not blocked School District email, which prevents you from receiving important information via School Messenger.

Invoices for school fees, which contained an access id and password for each student, were mailed to families in early August. The access id and password were provided for use by families that have not yet set up a single sign on account. This account is needed in order for parents to view their child's attendance, grades and other information in PowerSchool. If you have already created a single sign on account, please disregard any reference to setting one up.

Families will be asked to pay school fees and turn in forms at Schedule Distribution or on the first day of school. Collection of fees is necessary for school districts to operate on a sound financial basis while continuing to serve students. At Schedule Distribution, you may pay for school fees with cash or by check. Checks should be made payable to North Middle School with the exception of PTSO membership, picture packages and Food Service Accounts. All fee payments made by credit or debit cards must be completed online. If you choose to pay for your child's school fees online, please be sure to print out and bring proof of payment with you to Schedule Distribution.

Once again, the School District is using RevTrak enabling families to pay for fees online with a credit or debit card. If you select the RevTrak option to pay school fees, it is **IMPERATIVE** that you bring a

copy of the receipt documenting your online payment to Schedule Distribution so that you are able to pick up your child's schedule.

If you would like to pay for your child's school pictures with a credit card, you may do so before you arrive for Schedule Distribution. To do so, please go to VIP's website (www.vipis.com). At the "Select Your School, Organization or Event" box, type in North Middle School (Menomonee Falls, WI) and then Select School Portraits Pay Ahead. You will be prompted to choose a picture package after which you will be able to enter your credit card information. Please be sure to print a copy of your paid receipt and bring it with you to Schedule Distribution, which will save time when your child's pictures are taken.

Lunch accounts may be set up during Schedule Distribution with Food Service staff members who will be on hand to assist you. Sixth graders will be able to purchase hot lunch on Thursday, September 1. The first day that hot lunch will be served to seventh and eighth graders is Friday, September 2. The cost of hot lunch is \$2.55 and milk \$.40. Please note that breakfast will be served beginning on Friday, September 2.

The Wednesday early release schedule begins on Wednesday, September 7. Please note that students will be dismissed from school at 1:20 pm on Wednesdays throughout the school year. **North's Bell Schedule has been posted to the website along with other back to school documents.**

Sixth grade students and their parents, as well as **seventh and eighth graders new to North and their families** are invited to join us on **August 25th from 6:00 – 7:00 p.m.** for **SPIN Night** (Student/Parent Information Night). The evening will begin in the auditorium with a presentation of information helpful to families of students new to North. After the presentation, building maps will be distributed and students and their parents will have the opportunity to become acquainted with the layout of the building. A **Co-Curricular Fair** will be set up in the gym. The **Co-Curricular Fair** will afford students an opportunity to learn about the clubs, sports and after school activities available to students at North. In addition, **one-on-one tutorials** will be available in the **Library Media Center** (located on the second floor) for any interested students and parents. These tutorials will assist families in accessing teachers' webpages and other helpful information. Eighth grade student WEB leaders will be on hand throughout the evening to provide support and guidance to North's incoming middle level learners.

Once again, families of students who ride buses are able to view their child's bus information online via the "Versatrans e-Link," which is located on the district website under "Transportation." This website enables families to learn if their child is eligible to ride the bus, the location of his/her bus stop, and pickup and drop off times.

School begins on Thursday, September 1st. On September 1, sixth graders should line up on Garfield Dr. and wait to be escorted into the building. The first day of school will begin for sixth graders at 7:15 am. On September 1, the day for seventh and eighth graders begins at 11:35 am. Seventh and eighth graders who ride buses to school will be picked up four hours and 15 minutes after their normal pick up time. For instance, if your child is normally picked up by Johnson Bus at 6:45 am, on the first day of school his/her bus pick up will be at 11:00 am. Seventh and eighth graders are asked to line up on Garfield Dr. and wait for the bell to signal before entering the building. The normal school day

begins at 7:15 am with students being dismissed at 2:34 pm. with the exception of Wednesdays when students will be released at 1:20 pm.

Please note that all extracurricular activities begin in September with the exception of Dance. For more information about the starting dates for those activities, please refer to the Middle School Athletic Starting Dates document on the website. Students should listen to daily announcements for more information.

Students who plan to participate in sports must turn in the following items at North prior to the first day of tryouts/practice:

- WIAA physical card signed by a physician and containing current insurance information as well as the signatures of both the student and a parent on the reverse. Copies can be found in the flyer bin outside the Attendance Office at NMS.
- Menomonee Falls School District Athletic Code of Conduct signed by the student and parent. This information can be found on North's website in the Athletics section. You must print, sign and turn in the Athletic Code of Conduct signature page in order to participate in sports.
- Sports Concussion Management Plan Signature Form. This information can be found on North's website in the Athletics section. You must print, sign and turn in the Concussion Management signature page in order to participate in sports.
- \$110.00 per sport user fee. If a family has children at both the middle and high school levels, they will pay a maximum of four (4) sports user fees per year.

A few other dates to keep in mind include **Make Up Picture Day** on **September 7** (for students who didn't have their pictures taken at Schedule Distribution) and **Open House** on Wednesday, **September 21, 2016**. This year, the evening of Open House will begin for **6th grade families** with a presentation in the auditorium from 6:00 – 6:30 pm. Open House for **ALL** families will be from 6:30 – 8:00 pm. Finally, **Picture Retake Day** has been scheduled for **October 11** during the school day.

We realize that this is a lot of information, but hope that your questions can be answered by reviewing this letter as well as the information and forms on North's website. If you have questions, please do not hesitate to call (262) 255-8450.

Again, welcome to North Middle School. I look forward to meeting you and making this year a positive experience for you and your child.

Sincerely,



Lynn Grimm
Principal

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