



Dear Families,

Welcome to the 2023 - 2024 school year! The 'ABC's of Middle School' Student/Parent Handbook is designed to help parents with information specifically pertaining to the middle school years and provide clear information to students, parents, and staff regarding Glen Lake Secondary Campus rules, procedures, expectations, and educational information. Students, parents, and staff members are responsible for knowing and understanding the content in this handbook.

We hope you find value in this document and it provides comfort to you knowing about specifics in your child's school experience. It's going to be a great year and we thank you for partnering with us as we venture through the middle school years!

Our secondary vision is to have an environment that is built on the principles of being Safe. Safe stands for: Sense of Belonging, Actions Speak Volumes, Focus on Acceptance, and Empower each Other. We will do so by following our expectations:

L - Loyalty²
A - Acceptance²
K - Kindness²
E - Empowerment²
R - Respect²
S - Success²

Loyal to ourselves and others. Acceptance of ourselves and others. Kindness to ourselves and others. Empower ourselves and others. Respect ourselves and others.
Wish success on ourselves and others.

When this happens we know our school Family is ***Anchored in Strength!***

Our middle school theme this year is, Set Sail - A Glen Lake Voyage!



Wishing you well,

Dina Rocheleau
Glen Lake Middle School Principal



Staff Member	Department/Title	Email	Extension
Jason Bradford	Special Education Math	bradfordj@mylakers.org	410
Carrie Brown	ELA 6th, Science 7th	brownc@mylakers.org	211
Maddy Brown-Pina	ELA Intervention	browbpinam@mylakers.org	401
George Drown	Intro to Engineering, CAD 3D - 7th, Woodshop - 8th	drownng@mylakers.org	304
Aimee Eggleston	Science 6th & 8th	egglestona@mylakers.org	210
Jeremy Evans	Theater Performance	evansj@mylakers.org	128
Jen Fosmore	Secondary Admin Assistant	fosmorej@mylakers.org	501
Eli George	Music & Band, MS & HS Music Exp. 6th	georgee@mylakers.org	133
David Grams	Social Studies 6th & 7th	gramsd@mylakers.org	204
Sarah Morgan	Secondary Admin Assistant	morgans@mylakers.org	514
Stefanie Murphy	LIFT Supervisor	murphys@mylakers.org	208
Lisa Nadlicki	ELA 7 - 8th, Hug Your Brain, 6th Student Council & Yearbook, 6th - 8th	nadlickil@mylakers.org	209
Johanna Rasmussen	Counselor	rasmussenj@mylakers.org	508
Cheri Richmond	Healthy Living	richmondcc@mylakers.org	408
Dina Rocheleau	Principal	rocheleaud@mylakers.org	501
Melissa Okerlund	ELA & Social Studies 8th, Mock Trial 8	okerlundm@mylakers.org	200
Jamie Robinson	Math 8th, PE 6th & 8th, Cooperative Games 6th	robinsonj@mylakers.org	206
Kelly Sandy	Social Media, Applied Computer Apps, Media Specialist	sandyk@mylakers.org	529



Dana Schlosser	Special Education ELA	schlosserd@mylakers.org	409
Nick Smith	Math 6th, STEM 6th, Computer Science Discoveries	smithn@mylakers.org	207
Matt Solytsiak	Spanish 8th	solytsiakm@mylakers.org	402
Rachel Stein	Athletic & Community Coordinator	steinr@mylakers.org	505
Rob Stow	Middle School Choir	stowr@mylakers.org	128
Joshua Vandermeulen	PE 6th - 8th	vandermeulenj@mylakers.org	214
Jill Walker	Art Teacher	walkerj@mylakers.org	305
Judy Willey	Special Ed Teacher 6th - 8th	willeyj@mylakers.org	201
Kristen Zassick	Math 7th, Math Intervention	zassickk@mylakers.org	205
School Nurses	District Nursing Staff	nurse@mylakers.org	518



The ABC's of Glen Lake Middle School Student/Parent Handbook

A

Activities: Throughout the school year we will hold assemblies, activities, ceremonies, and celebrations. Students must be on their best behavior to participate in these incredible opportunities.

AirPods: Students enjoy using their airpods. However, air pods are not allowed to be used during classroom time, presentations, or ceremonies at school. Airpods and personal electronic devices are not school property. Please ensure your child has their name on all devices. (It's the #1 lost item)

Allergies: We are fortunate to have nurses on staff. For all allergy and medical concerns please contact the nurses office to receive the proper forms to complete. @ nurse@mylakers.org

Assessments: Students will take both formative and summative assessments in middle and high school.

Formative assessments are completed frequently in a variety of ways in which helps inform the teacher what instruction, standards, or skills need to be focused on.

Summative assessments such as quizzes, tests, and standardized tests are provided to ensure students have shown proficiency in specific standards. Students will talk about Exit Tickets, Reflection Sheets, Conferring Meetings - All language used by teachers to gain information about what learning has taken place and what still needs to be taught.

Test Name	Testing Dates	Grades Tested
NWEA Map Growth	October, January, April	6, 7, & 8
SEL Web	October, January, April	6, 7, & 8
M-Step	April	6, 7, & 8

Athletics: We love that our school has numerous middle school sports. For questions about athletics please contact, Athletic and Community Outreach Coordinator, Rachel Stein @ steinr@mylakers.org



Attendance: Each day of school is important to your child's learning. Please make sure your child is ON TIME to school daily. School begins at 8:10 and students can arrive anytime after 7:50 providing them plenty of time for breakfast and organizing themselves at their locker.

If your child is absent, it's important that you call the school's absence line at 231-334-3061 ext. 514 with a valid reason for absence.

When a student begins to show a pattern of absenteeism the Student/Family Support Specialist will reach out to contact family for supportive measures. If your child reaches more than 5 absences or tardies, we will contact you via letter sharing information about the importance of being at school. After 10 absences a 2nd Truancy letter will be mailed and parents will need to come in for a Student Attendance Plan meeting. A 3rd letter is mailed for additional absences resulting in filing truancy charges.

- **When a student is 10 minutes late to class it becomes an absence for the 1st hour. For 2nd through 7th hour if a student is 5 minutes late to class it becomes an absence.**
- When your child is absent they will have make-up work to complete. Students have 2 days for every 1 day they are absent to complete work.
- A written excuse for absences from school may be approved for one (1) or more of the following reasons or conditions: personal illness, illness in the family, quarantine of the home, death of a relative, observance of religious holidays, and professional appointments.

Parents are to be encouraged to schedule medical, dental, legal, and other necessary appointments other than during the school day. Since this is not always possible, when a student is to be absent for part of the day:

1. the student shall have a statement to that effect from his/her parents;
2. the student shall bring a signed statement from the doctor, dentist, lawyer, counselor, etc. to the effect that s/he reported promptly for the appointment;
3. the student shall report back to school immediately after his/her appointment if school is still in session.



Absences that do **not** accumulate against this guideline include field trips and Glen Lake athletic events.

Make Up-Opportunities Due to Absences: A student may make-up units of study with a properly certificated teacher if prior approval has been granted by the principal.

Students will be given the opportunity for making up work missed due to approved absences. The length of time for completion of make-up work shall be commensurate with the length of the absence. Additional time may be necessary based on IEP or 504 components.

Students will be given the opportunity to make-up work missed due to suspension. The make-up work must be completed and presented to the teacher upon his/her return to school. Tests missed during the period of suspension may be made up by the students by contacting the teacher on the day of his/her return to school. The teacher, at his/her convenience, may administer the test or assign alternate written work in lieu of the test missed.

A student wishing to do make-up work will check Google Classroom for assignments, review Powerschool for missing assignments, and if needed contact teachers via email to confirm.

When a student begins to show a pattern of absenteeism the Student/Family Support Specialist will reach out to contact family for supportive measures. After 10 absences we will follow the Leelanau County Truancy Process.

After School Tutoring: Every Tuesday and Thursday we provide free tutoring for middle school students from 3:15 - 4:30 beginning in November. High School students volunteer their time and provide one on one or small group support. For more information please contact Dina Rocheleau @ rocheleaud@mylakers.org



B

Backpacks: It's important for your child to have a backpack to support their organization. Backpacks are kept in lockers throughout the school day. Students will not be permitted to take backpacks to class. Only the materials necessary for that class period. This supports learning how to prioritize and begin to self manage. Please go through your child's backpack frequently and help them keep them organized.

Behavior: Our school is a positive support school and we will work as a school family to explain procedures, teach expectations and model good work ethic. We use a Restorative Practice approach to support a safe, inclusive learning environment.

Bell Schedule for Glen Lake Middle School:

MiddleSchool Bell Schedule

1st Hour: 8:10 - 9:01
2nd Hour: 9:05 - 9:56
3rd Hour: 10:00 -10:52
4th Hour: 10:56 -11:47
Lunch: 11:50 -12:25
5th Hour: 12:28 -1:19
6th Hour: 1:23 - 2:14
7th Hour: 2:18-3:10

Middle School Half Day Schedule

1st Hour: 8:10 - 8:35
2nd Hour: 8:40 - 9:05
3rd Hour: 9:10 - 9:35
4th Hour: 9:40 - 10:05
5th Hour: 10:10 - 10:35
6th Hour: 10:40 - 11:05
7th Hour: 11:10 - 11:30

C

Calendar: A school calendar will be available on our school website with all activities. We also send home a weekly newsletter with important dates placed at the bottom.
District Calendar

Cell phone: We encourage all middle school students/parents to keep cell phones at home. They are not needed for academic achievement. If a child needs to contact home we have phones in every classroom. If a child brings their phone they must be placed in the cell phone valets within each classroom during instructional periods. The school is not responsible for the loss of any cell phone device.



Expectations for Cell Phones:

- Classrooms are each equipped with a cell phone valet for students to place phones in during classroom instructional times. This is a standard policy that will be upheld throughout the school year.
- A student must follow the cell phone holder policy. If not, the phone will be placed in the Principal's office until the end of the day. If non-compliance continues we will hold a parent/student meeting to discuss next steps.
- Photos or videos are not allowed to take place on school property and will result in loss of phone privileges.

Social media needs to be monitored closely at home.

Students may ONLY use cell phones and other personal communication devices before and after school, during their lunch break, during after school activities (e.g., extra-curricular activities), or at school-related functions. Use of cell phones and PCDs, except those approved by a teacher or administrator, at any other time is prohibited and they must be powered completely off (i.e., not just placed into vibrate or silent mode) and stored out of sight.

Parents/Guardians are advised that the best way to get in touch with their child during the school day is by calling the school office.

Chromebooks: Our students are fortunate to have their own chromebook to be accountable for. **Part of that accountability is to charge the Chromebook every night.** This is important as teachers expect students to use their chromebooks throughout the day.

Code of Conduct: Our code of conduct outlines our principles, expectations, and/or rules that are provided to students and parents to make sure expectations that the school has for academics and behavior are clearly communicated. Our code of conduct complies with all federal regulations and can be found on our website.

www.glenlakeschools.org

Connectedness: When we feel connected it changes our brain, it's the Miracle Grow of the adolescent brain.



D

Discipline: We understand that students may make decisions or mistakes that need to be addressed. All disciplinary actions will be done individually with the student. We will use a restorative approach to all disciplinary actions that result in learning from the behavior. More on restorative practices under R.

Dress Code: Each student's choice of dress and appearance is an expression of personal style and individual preference. Therefore, a student's decision regarding their appearance will not be interfered with, unless the choice impedes the learning environment or school safety. While fashions change, the reasons for being in school do not. Students are in school to learn. Guidelines that may be used to determine whether dress is appropriate for the safe learning environment in our schools include, but may not be limited to the following:

Students Must Wear:

Shirts covering all areas appropriately

Bottom: pants/sweatpants/shorts/skirt/dress/leggings with appropriate coverage

Shoes: activity-specific shoes requirements are permitted (for example for sports)

Clothes that are worn in such a way that private body parts are covered

Students May Not Wear:

Violent language or images, Images or language depicting drugs or alcohol
(or any illegal item or activity)

Hate speech, profanity, or images, language that creates a hostile
or intimidating environment based on any protected class

Visible underwear or shorts that don't cover backside

Bathing suits

If there is a question as to whether or not any student's apparel or appearance is appropriate for school building administrators will decide and hold a private conversation with students.

E

Educational Development Plan: Each student is required to complete an Educational Development Plan (EDP) during 7th grade and is required to review the plan during grade 8 and revise it as appropriate when entering high school. An educational development plan must be developed, reviewed and revised by the student under the supervision of a school counselor or other designee qualified to act in a counseling role selected by the school Principal and shall be based on high school readiness scores and a career pathways program. The plan is designed to assist students to identify career development goals as they relate to academic requirements.



Email: All students have an email account that enables them to have direct access to teachers and other students. This email is for school purposes only. It's important that your child keeps up with the emails and responds appropriately.

English Language Learners: The parents/guardians of limited English proficient (LEP) students participating in a language instruction program will be notified, no later than 30 days after the beginning of the school year, of the following:

- Placement and reason why their child was identified as LEP
- The student's academic achievement level and level of English proficiency (Including method of measurement)
- The methods use for instruction
- How the language program will meet the student's instructional needs
- How the program will help the child to learn English and meet the academic standards required for promotion or graduation
- The exit requirements for the language program
- And an explanation of parental rights, including the parent's right to enroll or remove a child from the language instruction program

Environment: It's important that all of our students have a sense of belonging at school. Our vision is to have an environment that is built on the principles of being safe. Safe stands for: Sense of Belonging, Actions speak volumes, Focus on acceptance, and Empower each other. This happens when our students are supportive of each other face to face and via social media. Please continue to monitor your teen's social media accounts.

Essentials Classes: Middle school students rotate through Essential Classes every 9 weeks. These essential rotation classes are aligned to support a career pathway approach.

- 6th Grade Rotation: Hug Your Brain, Music Exploration, Cooperative Games, & STEM Makers Lab
- 7th Grade Rotation: CAD 3D Modeling, Outdoor Activities, Healthy Living & Social Media
- 8th Grade Rotation: Woodshop, Mock Trial, Applied Computer Apps and Theater Performance



Year long Essential classes are: Introduction to Engineering, Band (8th grade only), Strength & Conditioning, Yearbook & Student Council, Computer Science Discoveries, Spanish (8th grade only) and Choir

Expectations:

- L - Loyal²
- A - Acceptance²
- K - Kindness²
- E - Empower²
- R - Respect²
- S - Success²

Loyal to ourselves and others. Acceptance of ourselves and others. Kindness to ourselves and others. Empower ourselves and others. Respect ourselves and others. Wish success on ourselves and others.

F

Family: We recognize the importance of family and want to ensure we have the best communication practices to support each child's success. Please don't hesitate to contact your child's teacher via email or phone. It's an important relationship.

Field Trips: Our district provides many opportunities off campus for students to learn, grow, and discover. Students' behavior at school determines the opportunity to attend a field trip off campus. Students and parents will sign a contract for overnight field trips to support safety expectations. [Secondary Overnight Field Trip Contract Form](#)

Flexible Learning Labs: Students will have the opportunity to attend a flexible learning lab throughout the school year. This lab is for Math and ELA support or challenge. Depending on what standard or skill a child needs support on will determine the time they are receiving help.

504's: The district is required, by law, to locate, identify and evaluate all children with disabilities, including children with disabilities attending private schools located within the District, as well as homeless children. The process of locating, identifying and evaluating children with disabilities is known as Child Find. <https://www2.ed.gov/about/offices/list/ocr/504faq.html>



Forms: Parents and students need to complete all PowerSchool forms and Final Forms forms at the beginning of the school year.

Fundraising: We all know the importance of fundraising. We are establishing different fundraising events that support grade level field trips that our students will take part in throughout the secondary school experience. More info to come.

G

Grades: Student grades are based on their learning, growth and proficiency in academics with learning standards. Students will also have conversations with teachers about their growth and maturity in essential skills and development with self awareness, social awareness, responsible decision making, relationship skills, and self management. [Letter from Mrs. R about Grades and Powerschools](#)

Google Classroom: All teachers use Google Classroom as the primary support system for students. Each teacher will send a link for parental access. This access allows you to support your child's organization, prioritization, and planning skills. Grade level teachers also work in collaboration to provide a single source document where your child and you can see what is taking place daily.

H

Hallway Expectations: Students have 3 minutes in between each class period to use the restroom, go to the locker to get materials, and socialize with friends. It's imperative that students use this time wisely and get to the next class period on time. Being on time is responsible decision making.

Health: We are so fortunate to have a nurse on campus. It's important that you keep the nurses' office updated on any health concerns your child has. Any known allergies or special health concerns must also be documented by a doctor and kept on file with the nurse's office. nurses@mylakers.org



Homework: Homework is practice for improvement. No more than 45 minutes total a night. Please stop if your child shows frustration, anxiety or exhaustion and contact the teacher. We want the child to be able to show you mastery of the experience.

- Practice: Provide opportunities to apply new knowledge & reinforce new skills.
- Extension: Encourage students to pursue knowledge individually
- Engagement: To provide children and families ideas/opportunities to support the whole child.

- ★ *If your child has an IEP or 504 they should only do the 2 CORE questions for CPM in math. Please discuss with the teacher.*
- ★ *6th grade - The first 6 - 8 weeks of school a gradual release of homework.*
- ★ *For some students homework takes place only on tutoring days. Please speak to your child's teacher(s).*

Honor Roll: The honor roll is compiled at the end of each marking period. Students must achieve a grade point average of 3.33 or above to make the regular honor roll. The honor roll will be posted in the main hallway after each marking period and listed in the local paper. Grades of F or NC make a student ineligible for the honor roll.

I

Illness: Students must be fever free and not thrown up for 24 hours before returning to school. Please be mindful of this policy to help control the spread of germs.

nurses@mylakers.org

Independence: Your child is becoming an adolescent and has many developmental changes throughout middle school. We will work towards students understanding their responsibilities to complete class work, homework, and prioritize their time.

J

Joy: We know the pre-teen years come with many ups and downs as our children navigate new developmental skills. As a middle school staff we want to ensure that each student finds JOY in their learning and school experience.

K

Key to Success: The key to success is a sense of community. A community is held together through communication practices. If you have questions or concerns please contact an adult so we can support.



Kindness: Being a pre-teen and teenager is tough. The developmental changes in middle school students is exponential. Kindness is one of the top attributes we can have at any age. What we offer others always strengthens ourselves.

L

LaFresca: Glen Lake offers healthy snacks and alternative options for breakfast/lunch at our LaFresca window. Students who qualify for free and reduced lunch can access food items at LaFresca such as soup and salad, sandwich and salad that qualify under the rules for free and reduced lunch. LaFresca is located outside the secondary school office next to the main lunch area. Your child will need to have funds in their account to purchase additional items from LaFresca. You can place funds in the account at: <https://glenlake.familyportal.cloud/> Fresh fruit is also available located in main hallways.

- *You will need your child's student ID number to sign up for this access*
- *Please allow up to 24 hours for payments to be processed*
- *Meals must include the required components to qualify as free.*

LIFT: LIFT offers free after-school programming for Middle School students every day from school dismissal until 5:30 p.m. Middle School students can join any day of the week for a variety of fun activities from crafts and service opportunities to sports tournaments, games and everything in between (including delicious snacks!) Stefanie Murphy is the LIFT Supervisor at Glen Lake. LIFT will begin September 18th.

Lockers: Each student will have an assigned locker at the beginning of the year. You are welcome to purchase a lock for the locker, but we will need to know the combination. We require that students use their lockers, keep them clean, and care for them appropriately.

Lunch & Learn: Tuesday, Wednesday, and Thursday - Lunch and Learn is for students who want a quiet space to work, talk, or relax during lunch time. Tuesday and Thursday Lunch and Learn is an Intervention that is mandatory for tardies and/or behavioral consequences.



M

McKinney Vento Homeless Assistance Act: The District, in accordance with the McKinney Vento Homeless Assistance Act, will ensure that homeless children and youth in transition have access to a free and appropriate public education, including preschool, and be given a full opportunity to participate in state and district-wide assessments and accountability systems. A student may be considered eligible for services if presently living:

1. In temporary shared housing, a shelter, or transitional living program
2. In a hotel, campground, or similar situation due to a lack of alternatives
3. At a bus station, park, car or abandoned building
4. In a temporary or transitional foster care or Safe Haven placement

The Board of Education has designated the high school counselor as the School District's Coordinator under the Homeless Assistance Act. For questions please call the counseling office at 334-3061, ext. 504.

Meals: We offer breakfast and lunch daily made fresh here at Glen Lake. We utilize local farm resources for most of our food when in season. As parents/guardians, you can use Meal Magic to access your child's lunch balance, track his/her food choices and make deposits to your child's account. Go to: <https://glenlake.familyportal.cloud/> to get started. Monthly menus can be found on our [website](#).

- *You will need your child's student ID number to sign up for this access*
- *Please allow up to 24 hours for payments to be processed*
- *Meals must include the required components to qualify as free.*

In addition, as a courtesy to you, we have set up automated emails on Thursday evenings to remind you if your child's balance gets low. It is important to monitor what your child is eating. A healthy diet is essential to learning. **This year all students will receive 1 breakfast & 1 lunch per school day at no cost.** Parents/Guardians will need to complete the [Free/Reduced meal form](#) regardless of income level.

Medication/Medical: A form signed by a doctor is needed on file if your child needs to receive ANY medication at school including cough drops, Tylenol, etc. Any known allergies or special health concerns must also be documented by a doctor and kept on file with the nurse's office. nurse@mylakers.org

Mentoring Program: Glen Lake Middle School is proud to have a Community/Family Mentor program that brings in adult mentors to our hallways and school family. If you or someone you know would like to make a difference in the life of a student, please contact Johanna Rasmussen or Stefanie Murphy. rasmussenj@mylakers.org or murphys@mylakers.org



Mindset: We focus on a growth mindset with each student. A growth mindset means that you thrive on challenge, and don't see failure as a way to describe yourself but as a springboard for growth and developing your abilities. Your intelligence and talents are all susceptible to growth

Motivation: The motivation to behave comes from having a trusting, respectful relationship with ourselves and others. Connection = Cooperation.

N

Newsletter: Each Friday families will receive a newsletter via Email. The Laker Compass is specific to middle school information. Please ensure we have an updated email for all parents. It's important to review the newsletter each week as it provides on time information and support for students/parents.

Non-Discrimination: No person may be denied admission to any school in the district, be denied the benefits of or be discriminated against in any curricular, extracurricular, or other School District program or activity based on the person's gender, religion, race, color, national origin or ancestry, age, disability, marital status, or any other legal protected characteristic. The Board of Education has adopted a Discrimination and Harassment Policy which prohibits all forms of illegal harassment and discrimination within the District. Any person who believes they have been the victim of discrimination may seek resolution of their complaint through the procedures established by the District. A person wishing to pursue a complaint may also contact the Civil Rights Compliance Officer, Dina Rocheleau at 334-3061, ext 502, or visit the Secondary office.

O

Optimism: The definition of optimism is to have hopefulness and confidence about the future or the successful outcome of something. One of our goals is to ensure our students feel confident to be the best they can be each and every day. We got this!

P

Power of Language: Language is not an innocent reflection of how we think. The terms we use control our perceptions, shape our understandings, and lead us to improvements. We can only see as far as our language allows us to see. We are committed as a staff to strive for a culture in which language facilitates personal pride, purpose and power.



PowerSchool: Powerschool is our student information system. Students learn to use this system to look at grades, missing assignments, absences, and tardies. All parents have access to this system as well to support having ongoing conversations with your child about their school effort/experience.

Portrait of a Graduate: Glen Lake has developed a portrait of a graduate. The vision is for all students to have the following 6 competencies when they graduate from Glen Lake.

- Critical Thinking - Understand the bigger picture, consistently improve the quality of one's own thinking.
- Collaboration - Enrich the learning of both self and others by being helpful, trustworthy, flexible, and willing to work as a team player
- Community - Demonstrate personal, civic, social, local and global responsibility through ethical and empathetic behaviors
- Communication - Listen effectively, Articulate respectfully
- Character - Develop life skills that demonstrate confidence in one's self and that other people matter
- Creativity - Make choices creatively to bring happiness and a sense of purpose/pride

Preparedness: During the beginning of our adolescent years organization and prioritization is actually very difficult for many. Make sure you support your child by looking through their backpack, checking their Google Classroom pages, having them charge their chromebook nightly and helping them organize their belongings for a successful school experience. Just as we teach reading we must teach adolescents how to be prepared.

Profanity: Students may not use abusive, vulgar, profane or discriminatory language while on school property or at school sponsored events. Consequences may result in suspension from school and no longer being able to attend school sponsored events. We will not tolerate any profanity in person or online. Please remind your child that profanity is not allowed and doesn't make you cooler!

PTO: Glen Lake has a wonderful and active PTO. Let's stay involved in the secondary years. There are many ways to stay involved without embarrassing the pre-teen! To learn more about PTO, please contact Jody Bachelder at mylakerpto@gmail.com.

Q

Quick Thought: What we say to children becomes their INNER SPEECH for the rest of their lives. Let's fill them with positive and intentional words!



R

Relationship Skills: The ability to establish and maintain healthy and rewarding relationships with diverse individuals and groups. This includes communicating clearly, listening actively, cooperating, resisting unwanted or inappropriate social pressure, negotiating conflict constructively, and seeking and offering help when needed.

Reporting Student Progress: Teachers update grades and missing assignments in Powerschool each Thursday afternoon. Our Middle School Student & Family Support specialists will do weekly missing assignment reports and meet with students who show a pattern of turning work in late. During the meeting the student and Support Specialist will discuss if it is:

1. A 'Can't Do' - Student shares that the assignment is difficult and needs support.
2. A 'Won't Do' - Student shares that they just haven't got around to it and doesn't deem it necessary
3. A 'Priority' Concern - Student shares he or she has so much going on and needs support to prioritize and organize homework, assignments, etc.

The student and the Support Specialist will then make a plan to move forward that best meets the needs of the student. The plan will include communication with parents/guardians and teachers involved.

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

Restorative Practices: In order to support the beliefs and expectations at Glen Lake, our staff and leadership will utilize the Restorative Practices approach to developing and supporting civil and respectful relationships throughout our school.. School-based Restorative Practices is an approach which engages the school in positive interventions and behavioral supports. Restorative practices promote a culture of civility by nurturing safety, inclusion, respect, and positive relationships. The use of restorative practices strengthens relationships between individuals as well as social connections within the community enhancing the school's learning environment. Restorative Practices can be used to address misconduct, student conflict and repair harm. Restorative practices may result in a reduction of disciplinary action.



S

Safety & Security: Doors are locked throughout the school day. Visitors must press a button to enter and sign in at the Secondary office. Students complete a variety of drills throughout the year for safety procedures and expectations.

School Property: Having a chromebook provided for daily use 24/7 is a privilege. Please take care of the chromebook and charger. Chromebooks are the property of the school. No stickers should be placed on school property.

Self Awareness: The ability to accurately recognize one's emotions and thoughts and their influence on behavior. This includes accurately assessing one's strengths and limitations and possessing a well-grounded sense of confidence and optimism.

Self Management: The ability to regulate one's emotions, thoughts, and behaviors effectively in different situations. This includes managing stress, controlling impulses, motivating oneself, and setting and working toward achieving personal and academic goals.

Sense of Belonging: Our brain is a social organ. A sense of belonging plays a huge role in learning and protection against stress. Our brain thrives when we have a sense of belonging that who we are is valued and that we have a sense of being accepted and our contributions matter. Continue to have open conversations with your child to see how they are feeling about school. Connect with us whenever there may be uncertainty.

Snacks: We provide healthy snacks throughout the day. Fruit carts are placed in hallways and filled on a regular basis. If your child brings a snack from home it's important to speak with the teacher. Snacks are allowed in most classrooms, but it is important to check first.

Smart Pass: Smart Pass is a digital hall pass system that allows us to provide a safe, supportive environment for students to use restrooms, see counselors, and visit offices. Etc. It allows us to limit the amount of students in the restroom at one time. Students only use their chromebook to access the pass.

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

Social Media: Wait until 8th is a wonderful organization to learn all we can about the impact of Social Media. Students are not able to take pictures or videos at school. It will result in no cell phone. If you allow your child to use social media please put safety monitors in place and check their phone often.



Student Achievement Team: The purpose of the Student Achievement Team is for teachers, specialists and support staff to develop an intervention or action plan to address the needs of a student's academic, behavioral, attendance, and/or well being concerns. The ultimate goal of the Student Support Team is to assist all students who may need curriculum modifications, additional support or other interventions in place to reach his/her school potential in all areas of development. (Below, at or above) There will be one SAT meeting a month for Middle School and one SAT meeting a month for High School.

T

Tardies: Students have 3 minutes in between each class and plenty of time to get to class on time. Classroom doors will be shut when the bell rings. Once the bell rings students who are not in the classroom will need to stop at the office to get a tardy slip.

Tech Usage: Please ensure that you review the tech usage form with your child and both sign the agreement. Technology is important in our everyday lives. We use the Triple E Framework to ensure our technology efforts - Enhance, Engage, and Extend students' learning.

Texting: Cell phones are not allowed in class or during passing periods. Parents, if you need to contact your child please call the secondary office and we will have your child speak with you. Please do not text your child during the school day.

U

Unity: We are all in this together. Relationships are the motivation for learning.

V

Visitor: Visitors must press a button and come into the secondary office for a pass. The pass must be worn in a visible area so everyone in the building can see the visitor has been approved by the office.

Volunteers: A volunteer form must be completed each year to volunteer on field trips and activity days. We encourage families to be involved in various ways. Please contact the secondary office for a volunteer form. A new one is necessary each year.



W

Water: Your child can bring a water bottle to school daily. We have water refill stations throughout the school for freshwater. We ask that water bottles be filled with water only. Place name on water bottle with a black permanent marker.

X

Excellence: Excellence is the quality of being outstanding and/or extremely good at something. We truly believe that each student has excellence in them and our job is to work in partnership to bring the excellence to the surface and let them shine! Let's work together to watch their growth and development.

Y

Yet: All students grow and develop at their own pace. We stay away from the word can't and like to replace it with words, Not yet! **We call this the power of YET!**

Z

ZZZZ: The importance of sleep and the young adolescent! All technology should be off at least 30 minutes prior to bed. 10-12 hours is still recommended for adolescents!

