



“A Parent’s Guide to Surviving Middle School”

*Aviston Elementary School
350 South Hull Street
Aviston, IL 62216
618-228-7245*

Welcome to the Middle School Hallway!

Your child will have multiple teachers and travel to different classrooms throughout the day. This time can be very exciting... more independence & activities. However, it can also be very stressful... more responsibilities, organization & time management.

This Survival Guide is meant to assist parents in helping your child through these years. Good Luck!

Contact Information

| | | |
|--------------------|----------|--|
| School Office | 228-7245 | www.avistonk-8.org |
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| Robin Dillon | Ext. 139 | rdillon@avistonk-8.org |
| Katrina Wright | Ext. 138 | kwright@avistonk-8.org |
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| Marlene Hofelich | Ext. 136 | mhofelich@avistonk-8.org |
| Jennifer Semanisin | Ext. 141 | jsemanisin@avistonk-8.org |
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| Matthew Murphy | Ext. 134 | mmurphy@avistonk-8.org |

Getting Started

- Color-coded folders & notebooks for each class help with organization.
- Students will have locker breaks before school at 9:58, 11:43, 2:23, and 2:58.
- Every student should have their Assignment Book containing their Eagle Hall Pass, AR Book, and only the books & materials needed for the classes they are attending. Bags or backpacks will remain in the lockers and will not be used to go from class to class.
- Students should record all assignments in their Assignment Book.
- Students should always keep their lockers organized and the hallways clear. This applies to student athletes with gym lockers as well.
- Cell phones should be turned off when entering the building or bus, placed in the student's locker/backpack, and cannot be turned on until students have left the building or bus. (See Student Handbook for consequences.)
- Students should be in the classroom at 8:20 at the start of announcements.

Reminders

- Band will be held from 2:25-2:58 on Tuesday, Wednesday, & Friday.
- Choir will be held from 12:25-12:53 on Monday & Wednesday; Jazz Band will be held from 12:15-12:53 on Tuesday & Friday.
- There may be periodic “surprises” for students who are on track to reach their AR goal for the quarter.
- Students will use their individual 4-digit pin # to access their lunch account...no more lunch tags!

Useful Links

Aviston Elementary Homepage
Teacher Webpages
Chalkable (Online Grades)
AR Connect
Virtual Desktop (VM) Log in
Lots of other information....

www.avistonk-8.org

Log In/Password

Individual log-ins are in the format “lastnameinitial@ags” with the password of “nest#####” using their student pin#. This applies to the VM as well as individual log ins for most websites (My Math, AR, Online Grades, etc.)

5th Grade McGraw-Hill (My Math)
Glencoe Math

<https://connected.mcgraw-hill.com/connected/login.do>
<https://connected.mcgraw-hill.com/connected/login.do>
(Accessible through Mrs. Kuper's webpage.)

Science Textbook

Accessed through Mrs. Becker's webpage. Access codes will be given to students at the beginning of the year.

Language Arts Textbook
(Pearson)

Accessed through language arts teacher's webpage.
Access codes will be given to students at the beginning of the year.

Social Studies Textbook
(McGraw-Hill)

Accessed through Mr. Robbins's webpage. Access codes will be given to students at the beginning of the year.

Find an AR Book

www.arbookfind.com

5th-8th Grade Schedule

A "master schedule" of 5th-8th grade is on the following pages. 5th-6th grade travels by homeroom throughout the day (5B/5H) (6D/6W). 7th-8th grade travels by Blue/Gold for core classes and by homeroom from 10:00-11:00 (elective time). 6th-8th grade electives change each quarter.

| 5B's Daily Schedule | | 5H's Daily Schedule | |
|---------------------|--|---------------------|--|
| 8:30-9:00 | Language Arts – Mrs. Beer | 8:30-9:00 | Language Arts– Mrs. Hofelich |
| 9:00-9:30 | PE – Mr. Essenpreis | 9:00-9:30 | PE – Mr. Essenpreis |
| 9:30-10:30 | Math – Mrs. Hofelich | 9:30-10:30 | Reading – Mrs. Beer |
| 10:30-11:25 | Reading – Mrs. Beer | 10:30-11:25 | Math – Mrs. Hofelich |
| 11:25-11:45 | Lunch | 11:25-11:45 | Lunch |
| 11:45-12:05 | Recess | 11:45-12:05 | Recess |
| 12:05-12:25 | Writing/Spelling – Mrs. Beer | 12:05-12:25 | Writing/Spelling – Mrs. Hofelich |
| 12:25- 12:55 | SET/SSR/Choir (M/W) | 12:25-12:55 | SET/SSR/Choir (M/W) |
| 12:55-1:25 | Specials -- Music (M/W) – L.A. (T) Computer (TH) – Current Events (F) | 12:55-1:25 | Specials -- Music (M/W) – L.A. (T) Computer (TH) – Current Events (F) |
| 1:25-1:55 | Socials Studies – Mrs. Hofelich | 1:25-1:55 | Science – Mrs. Beer |
| 1:55-2:25 | Science – Mrs. Beer | 1:55-2:25 | Social Studies – Mrs. Hofelich |
| 2:25- 3:00 | Band (T/W/F) – Library (M) – Art (TH) | 2:25- 3:00 | Band (T/W/F) – Library (M) – Art (TH) |

| 6D's Daily Schedule | | 6W's Daily Schedule | |
|---------------------|---|---------------------|---|
| 8:20-9:13 | Language Arts – Mrs. Dillon | 8:20-9:13 | Social Studies – Mrs. Wright |
| 9:15-9:58 | Language Arts – Mrs. Dillon | 9:15-9:58 | Science – Mr. Robbins |
| 10:00-10:28 | Q1 – Art – Mrs. Dillon Q2 – Music – Mr. Murphy Q3 – Jr. Achievement – Mrs. Dillon Q4 – Geography – Mr. Robbins | 10:00-10:28 | Q1 – Music – Mr. Murphy Q2 – Jr. Achievement – Mrs. Dillon Q3 – Geography – Mr. Robbins Q4 – Art – Mrs. Dillon |
| 10:30-10:58 | Q1 – Computers – Mr. Murphy Q2 – PE – Mr. Essenpreis Q3 – PE – Mr. Essenpreis Q4 – Health – Mrs. Wright | 10:30-10:58 | Q1 – Health – Mrs. Wright Q2 – PE – Mr. Essenpreis Q3 – PE – Mr. Essenpreis Q4 – Computers – Mr. Murphy |
| 11:00-11:43 | Math – Mrs. Kuper | 11:00-11:43 | Math – Mrs. Dillon |
| 11:45-12:25 | Lunch & Recess | 11:45-12:25 | Lunch & Recess |
| 12:25-12:53 | Q1 – PE – Mr. Essenpreis Q2-Q4 – SET/SSR/Choir/Jazz Band | 12:25-12:53 | Q1 – PE – Mr. Essenpreis Q2-Q4 – SET/SSR/Choir/Jazz Band |
| 12:55-1:38 | Social Studies – Mr. Robbins | 12:55-1:38 | Language Arts – Mrs. Dillon |
| 1:40-2:23 | Science – Mrs. Becker | 1:40-2:23 | Language Arts – Mrs. Dillon |
| 2:25-3:00 | Study Hall/Library/Band (TWF) | 2:25-3:00 | Study Hall/Library/Band (TWF) |

| 7 Gold's Daily Schedule | | 7 Blue's Daily Schedule | |
|--------------------------------|---|--------------------------------|---|
| 8:20-9:13 | Social Studies – Mr. Robbins | 8:20-9:13 | Math – Mrs. Kuper |
| 9:15-9:58 | Language Arts – Mrs. Wright | 9:15-9:58 | Science – Mrs. Becker |
| 10:00-10:28 | Q1 – PE – Mr. Essenpreis Q2 – PE – Mr. Essenpreis Q3 – 7K – Health – Mrs. Elliott 7B – Music – Mr. Murphy Q4 – 7K – Music – Mr. Murphy 7B – Health – Mrs. Elliott | 10:00-10:28 | Q1 – PE – Mr. Essenpreis Q2 – PE – Mr. Essenpreis Q3 – 7K – Health – Mrs. Elliott 7B – Music – Mr. Murphy Q4 – 7K – Music – Mr. Murphy 7B – Health – Mrs. Elliott |
| 10:30-10:58 | Q1 – 7K – Computers – Mrs. Becker 7B – Art – Mrs. Kuper Q2 – 7K – Art – Mrs. Kuper 7B – Public Sp. – Mrs. Wright Q3 – 7K – Public Sp. – Mrs. Wright 7B – Computers – Mrs. Becker Q4 – PE – Mr. Essenpreis | 10:30-10:58 | Q1 – 7K – Computers – Mrs. Becker 7B – Art – Mrs. Kuper Q2 – 7K – Art – Mrs. Kuper 7B – Public Sp. – Mrs. Wright Q3 – 7K – Public Sp. – Mrs. Wright 7B – Computers – Mrs. Becker Q4 – PE – Mr. Essenpreis |
| 11:00-11:43 | Language Arts – Mrs. Wright | 11:00-11:43 | Social Studies – Mr. Robbins |
| 11:45-12:25 | Lunch & Recess | 11:45-12:25 | Lunch & Recess |
| 12:25-12:53 | SET/SSR/Choir/Jazz Band | 12:25-12:53 | SET/SSR/Choir/Jazz Band |
| 12:55-1:38 | Science – Mrs. Becker | 12:55-1:38 | Language Arts – Mrs. Wright |
| 1:40-2:23 | Math – Mrs. Kuper | 1:40-2:23 | Language Arts – Mrs. Wright |
| 2:25-3:00 | Study Hall/Library/Band (TWF) | 2:25-3:00 | Study Hall/Library/Band (TWF) |

| 8 Gold's Daily Schedule | | 8 Blue's Daily Schedule | |
|--------------------------------|--|--------------------------------|--|
| 8:20-9:13 | Language Arts – Mrs. Elliott | 8:20-9:13 | Science – Mrs. Becker |
| 9:15-9:58 | Language Arts – Mrs. Elliott | 9:15-9:58 | Math – Mrs. Kuper |
| 10:00-10:28 | Q1 – 8R – Government – Mr. Robbins 8E – Health – Mrs. Elliott Q2 – 8R – Health – Mr. Elliott 8E – Government – Mr. Robbins Q3 – PE – Mr. Essenpreis Q4 – PE – Mr. Essenpreis | 10:00-10:28 | Q1 – 8R – Government – Mr. Robbins 8E – Health – Mrs. Elliott Q2 – 8R – Health – Mr. Elliott 8E – Government – Mr. Robbins Q3 – PE – Mr. Essenpreis Q4 – PE – Mr. Essenpreis |
| 10:30-10:58 | Q1 – PE – Mr. Essenpreis Q2 – 8E – Music – Mr. Murphy Q2 – 8R – St. Skills – Mrs. Becker Q3 – 8E – St. Skills – Mrs. Kuper 8R – Music – Mr. Murphy Q4 – 8E – Computers – Mrs. Kuper 8R – Computers – Mrs. Becker | 10:30-10:58 | Q1 – PE – Mr. Essenpreis Q2 – 8E – Music – Mr. Murphy Q2 – 8R – St. Skills – Mrs. Becker Q3 – 8E – St. Skills – Mrs. Kuper 8R – Music – Mr. Murphy Q4 – 8E – Computers – Mrs. Kuper 8R – Computers – Mrs. Becker |
| 11:00-11:43 | Science – Mrs. Becker | 11:00-11:43 | Language Arts – Mrs. Elliott |
| 11:45-12:25 | Lunch & Recess | 11:45-12:25 | Lunch & Recess |
| 12:25-12:53 | SET/SSR/Choir/Jazz Band | 12:25-12:53 | SET/SSR/Choir/Jazz Band |
| 12:55-1:38 | Math – Mrs. Kuper | 12:55-1:38 | Language Arts – Mrs. Elliott |
| 1:40-2:23 | Social Studies – Mrs. Elliott | 1:40-2:23 | Social Studies – Mr. Robbins |
| 2:25-3:00 | Study Hall/Library/Band (TWF) | 2:25-3:00 | Study Hall/Library/Band (TWF) |

Grading Scale

| | | | | | |
|---------|----|---------|----|-------------|----|
| 100% | A+ | 85% | B- | 73%-68% | D |
| 99%-94% | A | 84% | C+ | 67% | D- |
| 93% | A- | 83%-76% | C | 66% & Below | F |
| 92% | B+ | 75% | C- | | |
| 91%-86% | B | 74% | D+ | | |

“Remind” Sign-Up

“Remind” is a Teacher Communication Program allowing teachers to send reminders to parent and student groups via text. In the process, no phone numbers are exchanged. It is done through an off campus site. Reminders about tests, field trips, school events, etc. can be sent using this program. To sign up, follow these steps:

1. Create a text to the number 81010
2. Enter the code for your child’s class as the text message.

| <u>Class</u> | <u>Code</u> |
|---------------|----------------------------|
| Mrs. Beer | (Using Class Dojo instead) |
| Mrs. Hofelich | @5h17-18 |
| 6Dillon | @20dillon |
| 6Wright | @20wright |
| 7Blue17-18 | @19blue1718 |
| 7Gold17-18 | @19gold1718 |
| 8Blue17-18 | @18blue1718 |
| 8Gold17-18 | @18gold1718 |

3. Send. You should receive a reply that says: “Remind Updates: Thanks <your name!> Quick question: are you a student, parent, or teacher? Reply S, P, or T.”
4. After you respond, you will receive a text saying “You’ve joined <your class>!” You may also choose to download the mobile app for use.

Absentees

Please contact the office in regards to students being absent. Homework will be gathered by a classmate and taken to the office or to a sibling by 3:00. If necessary, students will be given extra time to complete assignments. If the office is closed, homework can be picked up from the table in the front entryway.

Accelerated Reader (AR)

Each student will have an individual quarterly AR goal that is part of the quarterly Language Arts grade. Students are responsible to work towards this goal by reading at home and at school during silent reading time and at other times throughout the day. ALL STUDENTS should have their AR book with them AT ALL TIMES. Periodically, there will be “surprises” for those students who are on track to reach their quarterly goal...so keep reading!

Dress Code & Hygiene

1. Clothing should be appropriate for the time of year and the situation.
2. Shorts are not permitted from October 15th-April 15th.
3. Shorts, skirts & dresses must be fingertip length.
4. No form-fitting or tight-fitting clothes (yoga pants, leggings, etc.) without proper coverage.
5. It is strongly recommended that students wear tennis shoes at all times to maximize PE time and for safety & comfort.
6. Refer to the Student Handbook for more Dress Code Specifics.
7. You are in Middle School...YOU NEED TO SHOWER DAILY & USE DEODORANT!
Keep an extra sweatshirt in your locker, but make sure it is cleaned periodically.

Lunch & Recess Details

1. Students must know their 4-digit pin # in order to go through the lunch line.
2. Students are to obey supervisors at lunch & recess. Failure to do so will result in disciplinary consequences.

When the final recess bell rings, students are to put away equipment and line up quickly and quietly.

Medication

Any needed medication should be kept in the office with a note (i.e. prescription, over-the-counter, cough drops, etc.). Students will be permitted to get medication as needed.

Assignments & the Eagle Hall Pass

1. Students are required to complete all assignments to the best of their ability by the due dates.
2. If the student does not have the completed homework at the beginning of each class, it will be considered late. If the student finishes the assignment or locates the work later in the day, the assignment will still be considered late.
3. Students MAY NOT CALL HOME if anything is forgotten; students must have a hall pass from a teacher before going to the office at any time.
4. Students may use an Eagle Hall Pass to get an assignment from their locker without receiving any consequences.
5. The Eagle Hall Pass may also be used for a restroom break during class time. Remember, locker breaks are always permitted before school, at 10:00, 11:43, 12:25, 2:30, and 3:00. Students may use the restroom at these times as well as during lunch and recess.
6. Students have 10 Hall Passes per quarter. Any unused passes may become extra credit points in 6th-8th grade at the end of the quarter. 5th grade will hand out class tickets for unused hall passes. Use your passes wisely!

Assignment Books/Discipline

Students must carry their assignment books (with Eagle Hall Pass attached) at all times. It is the student's responsibility to record assignments before leaving each class period. Please see the Missing Assignment/Detention Policy below.

Parents and Students of Aviston Elementary:

Our goal in the classroom is to have a positive atmosphere where learning can take place. Eliminating unnecessary behavior and homework problems is the first step in accomplishing this goal. We would appreciate your support as we strive to create the best learning environment possible at Aviston Elementary and at the same time have students who feel secure with the ability to learn.

Steps in the detention process:

1. After a detention is given, a detention form is sent home requiring a parent or guardian signature.
2. Detentions must be served the following school day, but can be served the day of the incident with parent permission. No detentions will be served on Fridays.
3. A student receiving **2** conduct detentions or **1** suspension in a semester will lose field trip privileges and all school-related activity privileges, such as sports, scholar bowl, etc., for the remainder of the semester.

Steps in the detention procedure:

1. Detention is held from 3:00 PM until 4:00 PM, Monday-Thursday
 - a. **Assignment/homework detentions:** A 30-minute homework detention, served from 3:05-3:35, will be given to a student upon having **four** missing assignments. After the first detention, a detention will be assigned for each missing assignment thereafter until the **6th** missing assignment. At this time, the detentions will become 60-minutes, served from 3:05-4:00. Upon the **7th** missing assignment, a parent-teacher conference will be held in addition to a 60-minute homework detention. Upon the **8th** or more missing assignment in one quarter, the student will attend mandatory after-school tutoring. Each quarter all students will "start over" in regards to missing assignments.
 - b. **Conduct detentions** will be served from 3:05-4:00. Conduct detentions may be given to a student by any teacher or supervisory staff if the student fails to comply with appropriate school behavior. Cheating will result in an automatic conduct detention and a zero for that assignment.
2. Detention takes precedence over all other school activities, including band and sports.
3. Students serving a detention will not be allowed to participate in any after school event held at that time.
4. Students must be silent during detention.
5. Students must be prepared to do homework or read a book if it is an assignment detention. Students must be prepared to write if it is a conduct detention.
6. Students may only leave the detention room with the teacher's permission.
7. Students may be assigned specific writing/reading during detention.
8. Students **not** reporting to detention will serve **2** detentions.

Technology & Electronics

1. Students are not allowed on a computer without an adult in the room.
2. Students must follow the Internet Acceptable Use Policy as stated in the Student Handbook. No social media, email, or inappropriate sites/material may be accessed.
3. All cell phones & other electronic devices must be turned off upon entering the building & left in a student's backpack until leaving the building.
4. E-readers are permitted, but may only be used at appropriate times for reading purposes only. If a student misuses this device they will no longer be able to use it at school.
5. Cell phones & other electronic devices are NOT ALLOWED on field trips.
6. Cell phones & other electronic devices that are confiscated from a student must be picked up in the office by a parent.

Bullying Campaign

Bullying is any intentional act that creates an intimidating, threatening, or abusive educational environment for a student or staff member. Anti-bullying programs will be attended by all 5th - 7th grade students as a way to teach students how to prevent bullying among peers. The students meet with a certified school counselor in small groups to discuss bullying issues. Similar activities are also available and used in the full class setting and on an individual basis as needed.

Student Handbook

Specific details and guidelines may be found in the District Student Handbook.

Please sign and return only the next page (front & back) to school no later than Monday, August 21, 2017.

Student's Name (Printed)

We have read, and are aware of, the plans and rules for the classroom.

Parent's Signature

Date

Student's Signature

Date

Please have anyone who may be signing any papers, tests, permission slips, etc. throughout the year sign below for my future reference. Thank you!

Signature

Printed Name/Relation to child

Signature

Printed Name/Relation to child

Signature

Printed Name/Relation to child

Signature

Printed Name/Relation to child

**Please sign and return only this sheet to school no later than
Monday, August 21, 2017.**