

August 2017

Dear Parents:

Welcome to the DREAM Team! As a member of our team, you are part of a long-standing community within the Middle School--the DREAM Team has been in existence since the Middle School re-opened in the early 1990s! Mr. David Ehrbar teaches Science, Miss Carly Vinborg teaches Math, Mrs. Danielle Powall teaches Social Studies and Mrs. Laura Hannan teaches Language Arts. Our intervention specialists are Mrs. Jeanne Assing Schroeder (Math) and Mrs. Amy Miller (Language Arts). Some of our students will have Mrs. Sharon Cormiea for Math.

The information in this document will be discussed at orientation and with your children on the first day of school. We encourage you to read and discuss it at home as well.

Parent communication is important to us. We will respond to your phone calls and emails as quickly as possible. Below are our email addresses, important phone numbers and website information. Thanks in advance for your support at home.

Sincerely,

The Dream Team Teachers

**David Ehrbar Laura Hannan**

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**Danielle Powall**  **Carly Vinborg**

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**Jeanne Assing Schroeder Sharon Cormiea**

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**Amy Miller**

AMiller@Mayfieldschools.org

**Middle School Main Office**: 440 995 7800 **Traci Wright, Grade 6 Guidance:** 440 9957

[www.mayfieldschools.org](http://www.mayfieldschools.org) Use this site for general Mayfield Middle School information and to access Infinite Campus Parent Portal and our team and teacher pages. Infinite Campus has information about grades, homework, and upcoming assignments and assessments. Our team page contains information specific to the DREAM team. Teacher pages have attachments and links related to that teacher’s subject.

**FACEBOOK**. Don’t forget to “like” the Mayfield Middle School page on Facebookfor additional announcements and photos!

Teacher Aim: *To create a classroom environment that* ***welcomes*** *diversity of thought, e****ncourages*** *independent and team problem solving, and* ***empowers*** *students to experience the love of learning.*



Our **DREAM** Team Expectations:

* **D**emonstrate respect for yourself, others, and your environment
* **R**esponsible for behavior, materials, and homework
* **E**xpect the best from yourself
* **A**ccept differences in others
* **M**aximum effort and cooperation

**MATERIALS**

Check the website if you need another copy of the Sixth-grade supply list. Be sure your supplies are clearly labeled with your first and last name. Most of the supplies will be kept at school, so you may want to have some of these items at home as well.

**COMMUNICATION FROM THE TEAM**

* REMIND is an App and a website (see separate document) that each teacher uses to communicate daily homework assignments and upcoming assessments
* Individual teacher websites contain important information on what’s happening in our classroom
* Infinite Campus email messages are sent when communicating about DREAM Team events and activities

**COMMUNICATION FROM THE SCHOOL**

Please check the Friday Folder Handout section on the Middle School home page and our team website as well as Facebook regularly to stay up-to-date on what’s happening in our school! *Unless you notify the office, hard copy of menus, forms, and other school-wide information is not sent home with students.*

**TEAM EXPECTATIONS AND RECOGNITION**

**Expectations:** Students are expected to follow “The DREAM” at all times and to adhere to classroom expectations. We support and reinforce Mayfield Middle School’s **4 R’s** Value System: *Respect, Right Attitude, Responsibility*, and *Risk Taking*. Specific information regarding behavior, use of electronic devices and dress code and be found in the MMS Student Handbook (online at [www.mayfieldschools.org](http://www.mayfieldschools.org)).

**Recognition:** We believe in encouraging and rewarding students who demonstrate positive attitudes and behaviors. Our team and the school acknowledges these students through various programs including Student of the Month, positive referrals to the office, and DREAM Citizens to name a few.

**Shout Out the Good News Meetings:** Each week, our team will get together to share positive experiences and interact with each other through various team-building activities.

**HOMEWORK POLICY**

Each night, students will have homework including reading for at least 20 minutes. The purpose of homework is to **practice** and deepen understanding of concepts and skills taught in the classroom. Students are expected to complete homework by the due date. Students should write assignments in their agenda and can also check teacher websites, REMIND, and Infinite Campus to keep track of assignments. Homework is reported in Infinite Campus as “complete”, “incomplete”, “missing” or “exempt” and accounts for 10% of a student’s overall grade.

**GRADES**

It is important that students track progress and performance regularly through Infinite Campus. Please visit ichelp@mayfieldschools.org if you need help using this online gradebook system. Summative assessments account for 90% of a student’s overall grade and are based on points. An overall grade will be calculated using the following scale:

|  |  |
| --- | --- |
| **Grade** | **Percentage** |
| A | 93 | 100 |
| A- | 90 | 92 |
| B+ | 87 | 89 |
| B | 83 | 86 |
| B- | 80 | 82 |
| C+ | 77 | 79 |
| C | 73 | 76 |
| C- | 70 | 72 |
| D+ | 67 | 69 |
| D | 63 | 66 |
| D- | 60 | 62 |
| F |  | 59 |

**RETAKE PROCEDURE**

Students who score less than 90% on a summative assessment will be given the opportunity to retake that summative provided that the student: 1. attempts all questions on the original assessment, 2. completes all related homework and assignments, 3. receives corrective instruction, and 4. completes the retake within 2 weeks of the original summative being returned. The second summative will be different than the original, and the student’s final score will be an average of the two summatives, but not higher than 90%. Retake procedures apply only to paper/pencil summative assessments. This procedure reflects the district’s policy and more information can be found on the district’s website under Curriculum and Grading Policies.

**USING THE AGENDA**

Students are expected to bring their agenda book to every class every day in order to keep track of homework due dates, upcoming tests and projects. Students should share agendas with parents regularly (at least EVERY WEEKEND). Also use the agenda to:

* keep the name and phone number of at least one person in the class that you can call for clarification on homework or other information you’re unsure about.
* communicate. If a note has been written in your agenda by a teacher or your parents, it is your responsibility to show it to the other party.

**WHEN YOU ARE ABSENT**

If you are absent for more than one day, your parents should ask the office for your class work and homework in all courses when they report your absence. This work can be picked up in the front office. If you are absent for one day or your parents do not request your assignments, it is your responsibility to get the work when you return. You can also check our team website. Mayfield’s policy provides one day for each day you were absent to make up the assignments.