



July 8, 2019

Summer 2019 Newsletter

Welcome to DECA Middle for all of our new families, and welcome back to those who are returning! We are so thrilled to embark on this exciting endeavor to prepare your future college graduate for success in high school, college, and beyond. This year promises to bring new experiences, learning opportunities, and challenges. We are welcoming a number of new faculty members and looking forward to unveiling a new surprise this year! Please take time to read the following newsletter and enclosed documents as they include essential information prior to the school year. After thoroughly reviewing, **please sign and return ALL completed forms contained in this mailing by Wednesday, July 31st.** Missing or incomplete forms keeps students from being able to participate in on/off campus events and field trips!

Charlie Bull, Principal

School begins on Monday, August 12th at 8:30 a.m. and ends at 3:20 p.m. with students entering the building no earlier than 7:50 a.m. A one-way traffic pattern directly in front of the building is reserved for car drop off between 7:50am-8:45am and for car pick up between 2:00pm-3:45pm. Parents dropping off or picking up students at the beginning and end of the day should observe the one-way traffic by entering off of First St. and exiting onto Second Street.

Transportation is provided by Dayton Public Schools with neighborhood pickup. Students must live in the Dayton City School district in order to attend DECA Middle and receive transportation. DECA Middle has registered all **new** students for the upcoming school year based on proof of residency documentation received during the enrollment process. Incoming/Rising DECA Middle 5th-8th grade families will be routed for DECA Middle based on their address (and any after school drop-off arrangements from last year) unless you have moved since final report cards were mailed out. Parents are required to notify DECA Middle with any change of address information and provide required documentation to ensure continued service. For issues or concerns with assigned route times or service, parents must contact the transportation department directly at 937-542-4010.

Food Service / National School Lunch Program Enclosed is the breakfast/lunch application instructions for this year. All applications are due no later than August 8, 2019. Lunch service will begin on the first day of school with breakfast starting the next day (daily between 7:50 am and 8:35am) and students arriving late must eat prior to arrival.

Home Visit Schedule Each student is assigned an advisor to oversee his or her academic career. Early August is reserved for advisors to visit new families at home, at DECA Middle or an alternate location to discuss student learning goals for the upcoming school year. New families will be contacted in August to

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Please contact DECA Middle's front office for translation needs

schedule this very important meeting. Be sure to contact the office if your phone number has recently changed.

Early Dismissal / Release Policy For safety and security reasons, requests for student dismissal require a face to face request with an authorized adult **by 2:30pm** the day of release. Requests made by phone cannot be honored even in the event of an emergency. Please complete the enclosed form with corresponding signatures for anyone approved to sign out your child. **Note: Early dismissals are disruptive to the instructional cycle and are STRONGLY discouraged for any reason and are not permitted after 2:30pm.**

Incoming 7th Grade Immunization Requirement All students entering the 7th grade are required by law to have a Tdap (tetanus, diphtheria, pertussis) and MCV4 vaccines prior to the start of school. Your child may receive this vaccine from their doctor's office or clinic. A copy of the updated immunization record must be provided to DECA Middle prior to your child's first day. Failure to provide this important medical information may result in exclusion from school, so please be sure to schedule an appointment for your child right away.

DECA Gear Online Store DECA'S online ordering store is available!! We have sports jackets, hoodies, sweatshirts and t-shirts. Your parents can pay online with a credit card or Paypal. All items will be shipped to your home. The online store website is: <https://deuceshirts.com/product-category/deca/>

Pick Up Day/Chromebook Fee Please mark your calendar for our "**Pick Up Day**" event on **Thursday, August 8th during the hours of 1:00pm--4:00pm** where you will meet your child's teachers, receive your child's schedule and may drop off classroom supplies. This event will take approximately 35-45 minutes. Any additional questions/concerns can be addressed at this event. **Chromebook Fee** can also be paid during "**Pick Up Day**" and on **Friday, August 9th from 8:00am-noon** where the required \$30 insurance fee will be collected.



We are continuing our chromebook program, providing technology to our students in grades 6th-8th (chromebooks will not be issued to 5th graders this school year). Chromebook distribution will take place when school starts based on insurance fee payment. ****Payment must be in the form of cash or money order and the last day to pay is August 30th.** Teachers will be ready to start using chromebooks on the first day of school. All forms will be available during Pick Up Day, then on our website on the "Parent Information" tab under DECA Middle's campus. Students are responsible for the care of their chromebook and charger. A \$25 deductible will be assessed for each incident of damage and a claim must be filed for lost/stolen equipment.

****Returning Student Fees** Students with outstanding fees have been provided written notice, and all obligations **must be resolved prior to the start of the school year.** Please do not wait until school begins to take care of this very important financial obligation.



All DECA Middle educational programs are available to its students without regard to race, creed, color, national origin, ancestry, sex and disability, and genetic information.

IMPORTANT NOTES AND POLICIES

Please be sure to read and familiarize yourself with some of our most important school policies.

Classroom Visitor Contract: We welcome families to visit their child's classroom during school hours. For safety reasons, any parent or guardian wishing to make a classroom visit must sign in at the front office, and they must fill out a Classroom Visitor Contract acknowledging the expectations and school rules with each visit. These contracts are available at the front desk.

Student Expectations / Attire: Student behavior, dress code and building policies are outlined in the Student Code of Conduct on our school website, and hard copies are available upon request. Included in our policy and worth mentioning is our strict and unwavering cell phone policy. Simply put, cell phones and other electronic devices are not to be seen or heard throughout the day. Families are asked not to call or text student cell phones during the day. Please designate a time for your child to call you during the appropriate time. **Keep in mind that DECA Middle's open floor plan does not accommodate lockable storage,** and we highly encourage students to leave expensive electronics, cash, and other valuables at home.

Food Policy: We are obligated to maintain a clean, safe and professional environment throughout the school building. **Having food delivered to the school through any food service is not allowed.** Students arriving late to school must consume food and drinks before entering the building or keep it out of sight until lunch and microwave services are not available. Additionally, cupcakes and other birthday treats should be shared during advisory time (with permission of the student's advisor) and cannot be distributed in the cafeteria.

DECA Middle Facility, Parking and Building Security: Visitors to the school can park in front of the building in the metered parking spaces, and they must sign in at the main office prior to entering the school building. Please note that local parking enforcement assesses fines for parking violations.

Pick Up Times After School: School dismisses at 3:20pm. All students not riding the school bus must be picked up by 4:00pm daily, unless participating in an after school program. If you are unable to pick up your student by 4:00pm, please make alternate arrangements for your child's transportation home.

Local School Wellness Policy: The school welcomes stakeholders to participate in the development, review, update, and implementation of the Local School Wellness Policy. Please contact Grace Brown for more information, gbrown@daytonearlycollege.org.

Summer Newsletter Packet includes:

Breakfast/Lunch Sign up Letter w/instructions
DECA 2019-20 Academic Calendar
DECA Middle Code of Conduct Sign off
DECA Middle Emergency Medical Authorization Sign-off
DECA Middle Family Contact Information Sign off
DECA Middle Parent/Guardian Sign-off Sheet