

# MEDICINE CROW MIDDLE SCHOOL

August 2020

## NEWSLETTER

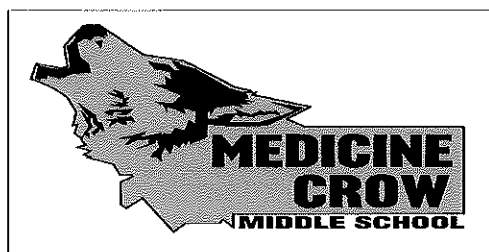
*"Welcome to the Wolfpack"*

Principal: Mrs. Nikki Hofmann

Associate Principal: TBA

Website: [medicinecrowms.com](http://medicinecrowms.com)

Facebook Page: [Medicine Crow Middle School](#)



Dear Students & Parents:

WELCOME TO THE 2020-2021 SCHOOL YEAR! The staff and I are so excited to be starting our fifth year in the building and are looking forward to a great school year. This will be our first newsletter of the year, and you can expect a newsletter to come home three more times during the school year. This particular newsletter contains the "everything you need to know" to start the year off right! We cannot BEGIN to tell you how excited we are to have students in the building this fall! We missed you! Also another big announcement, Mrs. Carlson is the new Administrator for Remote Learning for the District. We will miss her! Her replacement will be announced soon.

Our apologies for how late the newsletter is arriving. Usually, the first week of August, we hit the presses. Not this year. As with most things in the world right now, we are in constant change and just when we think there is a plan. . . . Nope! Plan has changed. Here is what we know for sure!

- We will start school in person August 24th as scheduled, with our normal school day of 8:10-3:10 pm
- **August 24th is 6th Grade Only and New Students to Medicine Crow ONLY.**
- **Returning 7th and 8th grade, you take Monday off and come to school on Tuesday.**
- There will be no Open Houses or tours this fall. **6th Grade parents**, while this is really difficult for you, your students fare much better! August 24th will be dedicated to everything students need to know to start 6th Grade, including: locker opening, tours, expectations, finding classrooms, and asking lots of questions! All while masked and safely distanced, of course.
- Students and staff will be wearing masks while in the building. Students will not be required to wear masks

- during PE activity, while eating lunch, or while socially distancing on the playground at lunch.
- Students will be spaced in the Commons and other areas of the building during lunch to accommodate safe distancing.
- Middle schools are working on a schedule that will reduce students congregating during the day and increase time in cohorts. As soon as we can share specifics, updates will be posted on the MCMS web page and the Facebook page.
- Students can see their basic schedules in PowerSchool. Those schedules may be changed between now and the first day of school. After Remote Learners and their teachers are moved, we may have to balance class sizes. Courses selected should not change.
- Students will be mailed a schedule for the first day of school; that will also tell students where to report on their first day.
- Teachers will be encouraged to spend pockets of time outside, socially distancing students, so masks can be removed more frequently.
- The custodians will be cleaning thoroughly and frequently to help keep us all safe!
- Staff will be practicing good hand hygiene and working to keep rooms clean for students.
- Hand sanitizer will be located around the building and in classrooms.
- Students will enter/exit separate doors, by grade level, before and after school. This movement will be staggered to minimize crowding at doors.
- Student drop off/pick up is the back parking lot by the greenhouse.

We are very excited about starting our fifth year at Medicine Crow. Amid all the unknowns to this coming school year, one thing remains unchanging. The staff at Medicine Crow Middle School cares very much about the safety, social/emotional well being, and academic progress of your students. Students above all must feel safe and cared for; that will be our top priority. We want to make Medicine Crow the very best place for all of us to learn, work, play and grow. We are all together in this! Let's Roll with it, Wolfpack! Sincerely~Nikki Hoffman, Principal

# MEDICINE CROW MIDDLE SCHOOL

## IMPORTANT DATES

### AUGUST

- 10 The Main Office is Open to sign up for bus tickets and to sign up for Football, Softball and Cross Country (7:00 - 3:30 pm Daily)
- 21 Football Equipment pick up: 12:00-2:00 pm
- 24 SCHOOL STARTS at 8:10 am for 6th Graders & New students only!
- 24 Cross-Country, Football & Softball practices start At 3:30 pm
- 25 7th & 8th Graders return to school  
STUDENTS WITHOUT THEIR TDAP BOOSTER WILL BE EXCLUDED FROM SCHOOL

### SEPTEMBER

- 4 Fall Picture Day
- 7 NO SCHOOL- Labor Day

### OCTOBER

- 6 Six Week Progress Reports/Grading
- 8-9 Early Dismissal

## STUDENT PLANNERS

Each student will be receiving a Medicine Crow Student Planner which includes a Billings Public School's Student/Parent Handbook during their Advisory Class on the first day of school. The planner contains student procedures that pertain to Medicine Crow Middle School. **We are asking that each student bring \$5.00 on the first day of school to pay for the planner (the \$5.00 covers the cost and the shipping of the planner).** Please ask your child to bring the planner home, so that you can go through the planner with him/her. You will find that most of the information contained in the student planner and the Student/Parent Handbook will help you successfully navigate middle school with your child. Also, the planner is a very important organizational tool for each student. Please ask to see the planner from time-to-time throughout the year. This will help emphasize the importance of the planner's use to the child. Please notice the Billings Public School Student/Parent Handbook in your student's planner. This handbook contains every District policy and procedure approved by the school board that pertains to you and your child. There is an "Acknowledgement and Sign-Off" form that needs to be electronically signed off on in the Parent PowerSchool Portal under the "Forms" section. This form is your acknowledgement that you have seen and read the Student/Parent Handbook. Each child and parent is asked to read and sign off on the form in PowerSchool by Monday, August 31st.

## OPENING DAY INFORMATION

August 24th, all 6th Graders and New Students **only** come in the front doors and begin in the Commons Area. On Tuesday, August 25th, **all students** are to report to their Advisory Classroom at 8:10 am. The doors will be open at 8:00 am. Students will be mailed a class schedule indicating what their Advisory Classroom is, in order to report on the first day. The regular hot lunch program will be available. The school day ends at 3:10 pm. If you are in Band, you do not need to bring your instrument on Tuesday. Also, you will not need to dress out for PE on this day.

## WEDNESDAY'S 2:10 pm Dismissals

Billings Public Schools will be having an early dismissal on **EVERY** Wednesday for Staff Training. School buses will run early on Wednesdays. Medicine Crow Middle School will be dismissing at 2:10 pm on **EVERY** Wednesday.

## IMPORTANT COVID GUIDELINES

1. Parents, please drop off students as close to 8:00 am as possible to avoid students congregating without social distancing or masks before the start of school.
2. Please pick up students promptly after school to avoid students congregating without social distancing or masks. We are asking students to be off campus by 3:20 pm daily, unless they have permission from a teacher.
3. **DO NOT** send sick students to school. Even if a parent thinks he/she is not "that" sick or you think it is not COVID related, we simply cannot take that chance.
4. If the office calls because your child is sick, has a temperature or is not feeling well, we ask you to make arrangements to pick up the student immediately. The student will not be allowed to remain in class and we do not have an area where we can house a sick student for the day.

# MEDICINE CROW MIDDLE SCHOOL

## MIDDLE SCHOOL ACTIVITIES PROGRAM

SESSION 1 8/24-10/12	SESSION 2 10/12-12/4	SESSION 3 12/7-2/5	SESSION 4 2/8-4/1	SESSION 5 4/5-5/20
Girls Softball 6th, 7th & 8th Grade	Girls Basketball 7th & 8th Grade	Boys Basketball 7th & 8th Grade	Volleyball 6th, 7th & 8th Grade	Track 6th-(Running Events Only) 7th & 8th Grade- (All Events)
Football 7th & 8th Grade	Wrestling 6th, 7th & 8th Grade			
Cross-Country 6th, 7th & 8th Grade				

Stop by our Main Office to pick up the Activities Paperwork, which includes:

- **PHYSICAL FORM**- all 6th, 7th & 8th graders must have a new physical every year in order to participate
- **CONCUSSION FORM**
- **MEDICAL RELEASE FORM**
- **MEDIA RELEASE FORM**
- **BPS PARTICIPATION AGREEMENT**
- **PARTICIPATION FEE \$45 PER ACTIVITY (MC Shirts-required are \$9; Shorts-optional are \$6 and FB Jersey=\$36)**
- **CODE OF CONDUCT**

Turn in the completed, signed forms to Medicine Crow's Main Office.

## SPORTS PHYSICALS

All 6th, 7th & 8th grade students participating in a sport must have a physical which has been completed within one year of the sport. This has changed from previous years, as you will need a new physical each school year that you participate.

## CROSS-COUNTRY

The first practice for Cross-Country will be on Monday, August 24th at 3:30 pm. Cross-Country is available to all 6th, 7th & 8th grade girls and boys. All paperwork as stated above, must be turned into the main office. In addition to the Participation Fee, you must purchase a Medicine Crow t-shirt for \$9, unless you have purchased one last year.

If you haven't already begun your training for Cross-Country, you should start as soon as possible. We recommend that you start with one mile/day at least five days per week. Run in the morning if possible to avoid the heat. Be sure to drink plenty of water when you are training in hot weather. Biking and swimming are also excellent conditioning activities. Replace up to two days of running per week with either of these activities.

## SOFTBALL

Softball is a fall sport for all 6th, 7th & 8th grade girls. The first practice for softball will be on Monday, August 24th at 3:30 pm. All paperwork as stated above, must be turned

into the main office. In addition to the Participation Fee, you must purchase a Medicine Crow t-shirt for \$9, unless you purchased one last year. The same shirt may be worn for all sports.

## FOOTBALL

Football season begins on Monday, August 24th at 3:30pm. Equipment will be issued for all interested 7th & 8th grade boys on Friday, August 21st from 12:00-2:00 pm. Each athlete needs to make sure that all paperwork, as stated above, is turned into the main office. **In addition to the Participation Fee, you must purchase a Medicine Crow Football Jersey for \$36.**

Football players must wear the colored mouth guards that are provided, so that officials can make sure that they are wearing them.

We are anticipating an exciting season and hope to see many of you on the 24th in good shape and ready to play football.

**\*INDIVIDUAL SPORTS PHOTOS FOR FALL SPORTS WILL BE TAKEN AT PRACTICE ON FRIDAY, SEPTEMBER 4. THERE WILL BE NO GROUP PHOTOS DUE TO COVID.**

**Fliers will be sent home with picture day information.**

# MEDICINE CROW MIDDLE SCHOOL

## REQUIRED IMMUNIZATIONS

**6th Grade Students:** Per State law, we must have verification that your child has received their 2nd Varicella Immunization, or proof from your physician that they have had the disease.

**7th & 8th Grade Students:** Per State law, we must have verification that your child has received their 2nd MMR, Tdap, and 2nd Varicella Immunization, or proof from your physician that they have had the disease.

**Students without proof of these immunizations will be excluded from school on August 24th.**

## RIVERSTONE HEALTH CLINIC

The RiverStone Health Medicine Crow School Clinic will be open starting Monday, August 10th. It will be open Monday-Friday from 1:00-4:00 pm. The Clinic is located at Medicine Crow Middle School at 900 Barrett Road.

If your child still needs a sports physical please call us at 247-3210, to schedule an appointment with one of our medical providers. The cost is \$30 for the sports physical appointment. If immunizations are needed, they can be administered during this sports physical appointment. The MHA Sports Physical form needs to be completed by the parent.

## SchoolPay

Billings Public Schools is now offering the "SchoolPay" online payment processing system which makes it more convenient for parents making payments for school fees. More and more busy people turn to the Internet every month to pay their bills online, and we saw there was a need to offer that same kind of service to the parents and community members in our district. Through this system, parents can access SchoolPay through the school's website and pay for school-related fees and products online, either by e-check or MasterCard, Visa, or Discover cards. The parent will immediately receive an email receipt confirming their purchase(s). SchoolPay does not save or store bank or credit card information to ensure privacy and security for users. SchoolPay offers parents the ease of being able to make purchases 24 hours a day/ 7 days a week, the security of knowing the school has received payments, the protection of sensitive account information, and the convenience of having records of purchases and payments available online. Schools save significant labor costs by reducing manual processing of payments and handling fewer checks.

For more information about SchoolPay, please contact Dawn at 281-8601, or visit the school's website at: [www.billingsschools.org/medicynecrow](http://www.billingsschools.org/medicynecrow)

## ATTENDANCE PROCEDURES

Parent verification of any absence is required. Parents are asked to call Mrs. Schaefer, Attendance Clerk, at 281-8618 each day your child is absent from school. If no phone call is made, the parent should send a note with your child when he/she returns to school the next day.

If you are planning an absence in advance (taking a trip, hunting, etc.), please send a note to school before the absence. The student may be given his/her assignments, so the work can be made up before the absence, or take it with them to have completed when they return to school. If books or other materials are needed, please call Mrs. Schaefer at 281-8618 for assistance. Materials can be picked up after 2:30 pm. **Please understand that we do not collect homework assignments, unless the student will be gone for two consecutive days.** If your child needs to leave school during the school day for an appointment, a note (or phone call) should be given to the Attendance Desk before the 8:10 am bell rings, so we can issue a call slip for the proper time. Students are not allowed to leave the building during the school day without first checking out at the Attendance Desk. If this does not occur, the absence will be treated as an unexcused absence. Our policy for leaving school to have lunch with a parent is:

- **The student must be accompanied by his/her parent**
- **Attendance Clerk must have a parent notification by 8:10 am**

We are always concerned about your child's whereabouts and thus are diligent about verifying any absences. We appreciate your assistance!

## POWERSCHOOL

Parents will be able to access PowerSchool from the Medicine Crow website. There is a ParentConnect Module that provides parents with secured internet access to a wide array of their child's school data, such as: district, school, and classroom news, student demographics, student schedules, attendance activity, class assignments, report cards and progress reports, transcripts, standardized testing results, and email links to teachers, counselors, and school administrators. Parents can access the program through any internet-connected computer or cell phone. Please call the main office if you are needing help with the sign-in information for your child (Username and Passwords). Teachers will be asked to update their gradebooks by the end of the day on Thursdays (as much as possible). It is a very useful communication tool to keep up to date on how your child is doing in school.

# MEDICINE CROW MIDDLE SCHOOL

## CHECKS WRITTEN TO MEDICINE CROW

**Parents and students:** When writing checks to Medicine Crow, please remember:

- We cannot give cash back
- If you are paying for an activity, breakfast/lunch, etc, please write separate checks, as the money is deposited into separate accounts
- Please put the student's name in the "memo" section of the check.

Thank you for your cooperation!

## BREAKFAST AND LUNCH AT MEDICINE CROW

A computerized system for purchasing meals is used at Medicine Crow. Students use their assigned student ID numbers to access their accounts during meal services in the cafeteria. This number can be found on their class schedules. Students will punch their number into a keypad. **Please stress to your students they must not share their ID number with other students.** The student accounts will be utilized to deposit funds for meals and/or a la carte purchases. Depositing funds will keep lost or stolen money to a minimum and can be used for breakfast, lunch, milk, or a la carte items. The program will allow the purchase of one breakfast and one lunch per day at the meal price set up for Full Paying, Reduced, or Free qualifying status. If a student purchases a second meal, extra milk, or other a la carte items, they will be charged at the per item price regardless of eligibility. At the end of each school year, any remaining balance in your student's account will remain in their account for the next school year. **We will continue to have a "NO CHARGE" policy.** The cost of a full paying student lunch is \$3.00 per day (\$15.00 weekly, \$60.00 monthly).

**BREAKFAST WILL NOT BE SERVED THE FIRST TWO DAYS OF SCHOOL.** The cost of a full paying breakfast is \$1.30 (\$6.50 weekly, \$26.00 monthly). You may bring money into the office any day from 7:00-3:30 pm to put money on your child's lunch account or go online at mealtime.com. If you have any questions regarding the computerized system, please call Kim Boehm, our lunch clerk, at 281-8610.

**Students are not allowed to order delivery of food themselves. With nearly 700 students, time and staffing do not allow for payment, pulling a student out of class to receive the delivery. Parents may drop off lunches at school.**



## BOOK FAIR

Due to COVID, all large group gatherings have been cancelled, which means that we will not be able to have our Book Fair in the Library as we usually do in the Fall.

If you have any Library questions, feel free to contact Mrs. Meyer at 281-8652.

## HOMEWORK

The amount of homework varies. However, the suggested guidelines are for a student to have ten minutes of homework for each year in school. Therefore, a sixth grader would have 60 minutes of homework; a seventh grader would have 70 minutes and an eighth grader would have 80 minutes. Typically, our students have math homework every night. If your child is spending more than 1 ½ hours on homework every evening, you should talk to the teacher.

## Electronic Devices - Away for the Day

"Away for the Day" means just that. Student cell phones, iPods, or other electronics with Internet access are put away in backpacks and lockers from 8:00am - 3:10pm. When students are eating breakfast or come in from outside to go to lockers in the morning at 8:00am, cell phones/electronics are turned off and put in backpacks. The backpack, with the phone/electronics, is then left in the student locker. If students have their phones out between these times, they will be asked by any adult in the building to turn over their phone to that adult. The adult takes the phone to the Main Office, where the student picks it up at the end of the school day. Consequences will occur with repeated offenses. You might be asking why, in this age of technology, would we make such a policy and fight this battle? Simple. Current research on the development of the teenage brain - especially at the middle school age - shows that too much screen time is detrimental to brain development, attention span, ability to focus, and face to face social development. The self control to avoid looking at and responding to the phone at every ding and chirp throughout the day is just not developed. The distraction to learning and social development is too great. If you are curious about an "Away for the Day" cell phone policy, please search <https://www.awayfortheday.org/> for more information.

# MEDICINE CROW MIDDLE SCHOOL

## SCHOOL PICTURES

- Sixth, seventh, and eighth graders will have their pictures taken on Friday, September 4th. Flyers will be sent home with information on picture packages.



## MEDICATIONS AT MEDICINE CROW

Medicine Crow is committed to meeting your middle school student's health care needs. Prescription and over the counter medications are allowed at school and can either be given by the nurse, or your student can keep them at the Attendance Office with Mrs. Schaefer, and take them accordingly. If the medication is a prescription, please come in and pick up the appropriate paperwork to be filled out and signed by your prescribing provider. If your student has trouble remembering to take their prescription medications, the school nurse will give the prescribed medication at the time designated by your student's provider. If your child remembers to take their prescription medications or wants to keep over the counter medication at school, example acetaminophen/ibuprofen, it will be kept at the Attendance Office with Mrs. Schaefer and self-administer paperwork must be signed by the parent. **Medicine Crow staff does not dispense any stock medications (acetaminophen/ibuprofen). If your child needs over the counter medication for a headache and they do not have their own supply with proper paperwork filled out at the Attendance Office, they will not receive any medication.**

If your child has asthma, or has allergies that need medication, please come to the Attendance Office and get the appropriate paperwork to be signed by your child's medical provider. Please have your child's emergency medications (inhalers or epipens) available on the first day of school. We ask that our students keep a back up inhaler or epipen at the Attendance Office during the school year in case of an emergency. One of the school Nurses will be calling you to update or develop your child's emergency healthcare plan.

## TEEN FOOD PANTRY

Medicine Crow Middle School has a Teen Food Pantry for students in need. We accept non-perishable food donations any time of the year. We are in need of any non-perishable items, especially dinner items and canned fruits, but we appreciate any donations. We also appreciate school supplies (especially binders and trapper-like keepers). Have any Skyview t-shirts or sweatshirts? We love those too! Please feel free to drop them off at the main office. THANK YOU!

## Medicine Crow Middle School Dress Code

The Medicine Crow dress policy is designed to provide an appropriate, distraction free learning environment. Just as adults will dress appropriately for work, students are expected to dress appropriately for school as that is their "job." Please see the SD2 Handbook Dress Code Policy #3203.

### Basic Guidelines at MCMS:

- + Shirts will be long enough to cover the stomach.
- + Tank tops-think sleeveless shirt! Straps must be at least 2" wide on the shoulder. No spaghetti strap or racer back tops.
- + All undergarments - bras (sports or otherwise), boxers, briefs, etc. - need to be covered at all times.
- + All shorts and skirts must be within 2 inches of mid-thigh and the pockets must not be longer than the shorts.
- + No slippers or pajamas are allowed.
- + Leggings with sheer panels and jeans with cut-out holes need to be school appropriate and not show any undergarments.
- + Suggestive/inappropriate slogans, advertisements for drugs/tobacco/alcohol are prohibited.
- + School administration reserves the right to final decisions regarding gang related attire.
- + Hats may be worn to school but need to be removed and placed in my locker by 8:10. I may not wear it on my belt during the school day.
- + I may not wear a coat or jacket to class. Hooded sweatshirts are O.K. but I must remove the hood during the school day.
- + My backpack/purse/drawstring bag needs to stay in my locker. If I'm headed to and from my PE class I may take my drawstring bag.

## MET BUS TICKETS

September MET bus tickets and schedule books will be available in the main office beginning August 17th. **Students who purchase a September MET bus ticket pass by August 24th, will be allowed to ride the MET bus free for the rest of August.** If purchasing a MET bus ticket at Medicine Crow and paying cash, please have the exact amount, as the main office doesn't usually have change. You can also pay by check. Please make checks out to MET. The price for a monthly ticket is \$21.

# MEDICINE CROW MIDDLE SCHOOL

## SCHOOL BUS REGISTRATION

Free busing will be provided for all students who live three (3) or more miles from Medicine Crow. However, because of safety concerns for the students crossing Main Street, these students may have access to ride a school district bus at the cost of \$150 per year. If students qualify for free or reduced lunches, this applies to the cost of busing as well. The cost will be prorated according to when the student begins riding the bus.

Students will arrive at approximately 7:40 am and will depart from Medicine Crow at approximately 3:20 pm.

**Students need to pre-register at Medicine Crow for the bus. This applies to both those who ride free and those who pay a fee. Tickets will be available beginning August 10th from 7:00 am-3:30 pm in the Main Office.**

Parents and students are reminded that non-bus students may not ride the bus, unless they have prior approval (three days in advance) from Sondra Baker, Director of Transportation 281-5581. Thank you.

## CASA VOLUNTEERS

Did you know there are 750 children in foster care in Yellowstone County? For these children who have experienced abuse or neglect, you could be their voice by becoming a volunteer Court Appointed Special Advocate. The next round of CASA training begins in September. Please give CASA of Yellowstone County a call at (406) 259-1233 or visit [yellowstonecasa.org](http://yellowstonecasa.org) to learn more about how you can make a difference in the life of a child in need.

Warm regards,  
Ben McKee  
Recruitment Coordinator  
CASA of Yellowstone County

## 6th GRADE: SOS PROGRAM

We are pleased to have the opportunity to offer students in Billings Public Schools a chance to participate in a program called Signs of Suicide (SOS), as part of our suicide prevention efforts. SOS is currently the only school prevention program listed in the National Registry of Evidence-based Programs and Practices. It provides school-based interventions that address suicide risks and prevention of suicide attempts.

### Program Highlight

The program highlights the relationship between depression and suicide by teaching that most often suicide is a fatal response to a treatable disorder-depression. In addition, the program focuses on the relationship between depression, suicide, and drug and alcohol use. SOS provides information for students to recognize depression in his or herself, as well as in their peers. It also teaches action steps that youths can take if they experience signs of depression, risk of suicide or see these signs in a friend.

### SOS Goals

The goals of the SOS prevention program are:

1. To increase understanding of depression as an illness, and suicide as a behavior related to untreated or poorly managed depression.
2. To improve attitudes about intervening with peers who are experiencing symptoms of depression, and who might be thinking about suicide.
3. To encourage youths who maybe contemplating suicide to seek help.

### Program Presentation

Trained school personnel will be presenting the program. The presentations will occur in the Health Enhancement classes of all 6<sup>th</sup> grade students.

### SOS Core Component

A core component of SOS is the "Brief Screen for Adolescent Depression," which will be administered during the presentation. The screening instrument asks students seven questions that require a "yes" or "no" response. Should a student score in the critical range on the screener, parents will be contacted.

### Parent Meeting

There will be more information about SOS and a parent meeting regarding the SOS Program later in the Fall. Please note that you will have the option to "opt out" your child from the presentation. More information about the SOS Program and the "opt out" forms will come home with your child in the Fall, before the students start the program.

## Something New!!

Dear Parents & Guardians,

New this year: Many forms you are used to students bringing home on the first day of school will NOW BE DONE ONLINE. Please log into your PowerSchool Parent Account and approve the forms listed below or change information such as phone numbers and addresses. To log into your PowerSchool Parent Account, go to [powerschool.billingsschools.org/public/home.html](https://powerschool.billingsschools.org/public/home.html). If you are unsure of your username and password please call the school at 281-8600. This will help us keep our student information up to date in a timely manner.

- Log into your PowerSchool Parent Account (link listed above)
- If you have more than one student in BPS, their names will appear at the top
- Click on the 1<sup>st</sup> student's name (forms must be filled out for each student separately)
- On the left click on Forms icon – this should take you to the 'General Forms' tab, if not, click on the tab General Forms
- There will be a red bar on the right side of the screen – as forms are completed the bar will change to green – the bar needs to be completely green indicating all forms have been completed
- Click on 2020-2021 Annual District Policies and Permissions Sign Off
- You will need to 'sign off' on each section by clicking the radio button for Parent/Guardian. For students K-5, many sections also require your response for your student. For Students 6-12, they will need to log into their PowerSchool student account and sign off on the forms in their account.
- At the bottom you will submit your consent to the use of an Electronic signature
- Click Submit. Click OK when the window appears.
- You should be taken to the next form, if not scroll to the top of the form and click on the next tab (Contact/Demographics update).
- Contacts/Demographics update: Read the information pertaining to the student.
- Click Yes or No to the question regarding demographic updates.
- If Yes, a window will appear for you to update primary phone, address, and student name. If you have a student who lives in two different homes, please be sure the address listed for the student is for the parent who resides in the Medicine Crow School area.
- Please carefully read the information concerning Robo Calls and how contacts should be marked as to if they should or should not have their phone numbers included in Emergency Notification calls
- If you need to edit any contacts information, please scroll down and click on the pencil on the right-hand side of the contact.
- To remove a contact please click on the X (no parental contact will be removed without documentation as to the reason for removing)
- To Add a contact, click on the Add button on the top right-hand side of the listed contacts.
- Click save when you have finished any editing of contacts.
- Continue with the remainder of the form.
- Click submit when finished.

Please complete as soon as possible so we have the most up to date information for contacting you.