



# PARENT NEWSLETTER

Lewis & Clark Middle School

## Welcome Back Scouts!

It is with great pleasure and anticipation that we welcome you back for the 2020-2021 school year. We would like to extend a special welcome to all of our new families and students. While there are several unknowns and challenges surrounding this school year, it is our mission to make every student at Lewis and Clark feel welcomed, connected, and empowered to learn in a safe environment. We have a magnificent team of teachers who are excited to guide a new class of learners. There are a few changes in our beginning of the year routine for 2020. Different than past years, students will either attend classes remotely or in the building for the year. For those attending remotely, please keep up to date on the district website, using the remote learning tab, in regard to directions and information for the remote learning platform. Those of you attending classes in the building, please check our school website, as well as our Facebook page for updated information. **Please make note that only Sixth Grade will be attending school in building the first day, Monday August 24. Seventh and Eighth grade students will begin on Tuesday August 25, 2020. Remote learners will have a delayed start (see district website for information). Schedules will be available to view in PS a few days before school starts. Students will also receive a hard copy the first day of school.** There are a few operating changes due to opening in the midst of this pandemic. We have bulleted them below. These may require some changes in your routines or preparations for the school year, so please read thoroughly. We sincerely hope that you will become an active member of your school, participating in traditions and activities that promote the pride and spirit of being a Lewis and Clark Scout! It is truly an honor to be a part of a community where parents, teachers, and students care for each other and strive to build positive relationships that support academic and social growth.

## Important Planning Information for the 2020-2021 School Year:

- All students and staff will be required to wear a mask or face covering
- Breakfast: Students eating breakfast may enter the building on the 13th St. West/East Doors beginning at 7:30am and must go directly to the cafeteria
- **Campus Hours (includes all school grounds): 7:55am- 3:15pm** Students, not eating breakfast, will be allowed on school grounds and to enter the building beginning at 7:55am and should report directly to their first class for the day. Students need to exit the building immediately at the end of the day unless they have a prearranged session with a teacher or program. Students should be picked up right at 3:10 or begin walking/riding home to avoid congregating in groups outside the building
- Entering/Exiting the building: Students will use different entry points, based on grade level and access to classrooms that minimize contact in the school, for entry and dismissal on school days. The locations are as follows:
  - 6th Grade- 13 St. West/East Doors
  - 7th Grade- Lewis Ave./South Doors/Front of school
  - 8th Grade- 14th St. West/West Doors

While we understand that there may be several grade levels delivered and picked up in one vehicle, we are asking that students walk around the building to their assigned door to enter and use their assigned door to exit. It may be helpful for rides/carpools to have an established spot for drop off/pick up so that all students know where to expect their ride, regardless of their exit door. ANY student(s) arriving after 8:10am should be buzzed in through the front doors.

- All students will receive a chromebook and charger, checked out to them upon signing and returning a checkout agreement, to use for academic purposes throughout the school year. It is the student's responsibility to bring them to school each day fully charged and ready for use
- Students will not be assigned lockers at the beginning of the year, but will use their backpacks to transport their assigned chromebook and materials to class (This will be reevaluated for winter clothing later in the school year)
- Immunizations: Immunizations or waivers must be up to date in order for students to attend school, including the first day

We will need the honesty and integrity of parents, students, and staff regarding our daily health. The goal for all attending school in the building is to remain here for instruction as long as possible. Please do not come to school if you do not feel well or have any symptoms related to Covid-19 that cannot be explained by another known cause. Families please have a plan for immediate retrieval should you be notified that your child is sick at school.

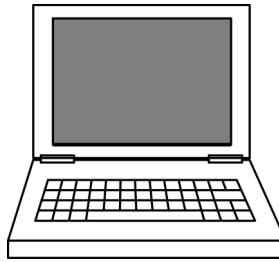
We look forward to seeing you soon to kick off our new school year! Go Scouts!

Sincerely,  
Mrs. Sulser



## Technology- Chromebooks

All students will be issued a chromebook and charger for the school year to use for academic purposes upon completion and turn in of checkout agreement. Students will be responsible for their own chromebook and charger and will need to bring it with them to school everyday and to and from all classes. Chromebooks and chargers will be turned in at the end of the school year or upon withdrawal from the school.



## Cafeteria Open 1st Day of School

The cafeteria will be open for business on Monday, August 24th, the first day of school. Breakfast will be served from 7:30 a.m. to 8:00 a.m. every day. The cost of breakfast is \$1.30/day. The cost of student lunch is \$3.00/day. Lunch tickets will not be issued. All students will be given a personal account in which they deposit money into. From this account, they can purchase lunch or items from the snack bar. Free and reduced lunch applications will be made available to students the first day of school. The applications will need to be filled out and returned to the main office. These applications may also be filled out at any time **after** August 24th by stopping in the main office.

Sorry, Lewis & Clark has a **no charge policy!**

**Students will be divided at lunch and breakfast times to ensure social distancing and hygiene protocols. We will use the entire campus, both inside and outside, as long as weather permits.**

## Student Lockers

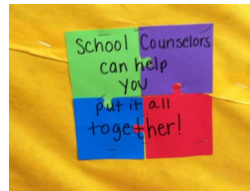
Students will **not** be assigned a locker for individual use this year. Students are to use backpacks to transport supplies/materials to classes. Whatever students bring to school will be carried with them from class to class throughout the day.



## Early Release

Don't forget, every Wednesday is early release. Students will be released at 2:10 on Wednesdays.

## Counselors



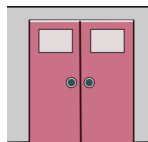
Mr. Brook, last names beginning with A– L and Mrs. Umemoto, last names beginning with M–Z and are available to provide

students and parent support. They are eager to schedule parent conferences and provide for individual student needs. Please call your child's counselor at 281-5909 for intervention, support, or advice.

## School Campus Hours

The school campus will open to students at 7:55am each day, the first period begins at 8:10am. Students eating breakfast will be allowed into the cafeteria only, beginning at 7:30am. Students are to report directly to their first period classes when the doors open or they arrive at school. Lockers will not be used at this time. The school day ends at 3:10 pm. All students will be required to exit the building immediately upon dismissal. Students will not be allowed to congregate on school grounds. After school programs, such as Discover Zone, will still be available for students and families.

## Entry/Exit Assignments



Students will be assigned an entry/exit point nearest their classrooms, minimizing travel and exposure around the building. Assignments are as follows:  
6th Grade- East doors on 13th street  
7th Grade- South Doors on Lewis/Front of Building  
8th Grade- West Doors on 14th street

## Immunization Requirements for School!

Montana State Law requires that **all** students entering K-12 be compliant with immunizations for enrollment. Students entering the **6-8th grades** must have 4 doses of Diphtheria, Tetanus, and Pertussis vaccine (DTap, DT, Td, Tdap), 3 doses of Polio vaccine, 2 doses of Measles, Mumps, and Rubella (MMR), and 2 doses of Varicella "chicken pox". The spacing between all vaccine doses needs to be in compliance with Montana State Law as well. Students entering **7th grade must have a Tdap.**

**Please make it a priority to have the necessary immunizations given and submit the compliant documentation to the main office at Lewis & Clark prior to August 24, 2020.**

**IMPORTANT!! Unfortunately, if documentation for any student are not received by the first day of school, your child will not be allowed to attend classes the first day of school!!!**

~Please note: The clinics do not provide schools with updated records so it is your responsibility to make sure we have the proper documentation.~

## Remote Learning

Link for remote learning schedule: <https://www.billingsschools.org/our-schools/remote-learning>

PowerSchool Parent Portal access: <https://powerschool.billingsschools.org/public/>

## Requirement!!!!



**Masks will be required for all students and staff!**



**Lewis and Clark  
BASIC School Supply List**  
(Teachers may  
request additional  
specific supplies  
when class  
begins)



**6th Grade**

- Zippered Binder/Trapper Keeper
- 6 Composition Notebooks
- Loose Leaf Paper (replace as needed throughout year)
- Pencils- #2 or mechanical (replace as needed throughout year)
- Eraser
- Pens (blue or black)
- 1 Package dry erase markers
- 1 box colored pencils
- 5 two-pocket folders
- 2 boxes of Kleenex
- Headphones or earbuds (to be left at school)
- Highlighters
- Basic Calculator
- Clorox Wipes
- \$5 for Student Planner (purchase at Lewis and Clark)

**7th Grade**

- 5 Spiral Notebooks
- Ruler
- Colored Pencils
- Pens (blue or black)
- Pencils- #2 or mechanical
- 5 Folders with pockets
- Kleenex
- Basic Calculator
- Loose Leaf Paper
- Kleenex
- \$5 for Student Planner (purchase at Lewis and Clark)

**8th Grade**

- 4 Spiral Notebooks
- 1 Composition Notebook
- Folders
- Loose Leaf Paper
- Black Fine Point Sharpie
- Pencils-#2 or Mechanical
- Pens (Blue or Black)
- Colored Pencils
- Dry Erase Marker
- Multi-colored highlighters
- Kleenex
- \$5 for Student Planner (purchase at Lewis and Clark)

## Report Cards

Lewis & Clark operates on a semester grading period. Report cards are issued **two** times a year. The 1st semester report card is given to the students one week after the semester ends. The 2nd semester report card is mailed to the home on the first Friday following the final day of school.



**1st Semester Report Card—Jan. 15, 2021**

**2nd Semester Report Card—June 4, 2021 (mailed)**

**Six week grade checks will be sent home throughout the school year.**

## School Nursing

The school nurse has limited hours so she is not always on duty at Lewis and Clark. Some nursing services that are provided during the school year include vision and hearing screening on students new to the district, special education students, students who have failed previous screenings, requests from parents, staff or special services. Vision and scoliosis screening are done on all 7th grades. The audiology department screens hearing on all 7th graders. If for any reason you do not want your child to participate in any of these screenings, please notify the nurse.



Also, please notify the nurse if your child has any medical condition or is on any medication of

which we need to be aware.

If your child has any allergies please notify the nurse and provide us with any necessary medication.

## Attendance Procedures

The procedure used in reporting an absence to the school can be confusing. The following information should help clarify the procedure used at Lewis and Clark Middle School.

Parent verification of any absence is mandatory. Parents should call Mrs. Sandon in the attendance office (281-5913) any time after 7:40 a.m. each day the student is absent from school. If no contact is made, the parent or guardian must send a note with the student when they return to school.

A note should be sent to school if you are taking a trip, skiing, vacationing, etc. The student will then be given his assignments so the work can be made up before the absence, if possible.

Make-up work and assignments will be collected for any student who has been absent **three** or more days due to an accident or illness. Assignments must be requested by calling 281-5974 before 9:30 a.m. and can be picked up between 2:30 and 3:30 p.m. If a student is to leave school for an appointment, a note or phone call should be presented to the attendance office **before** 8:10 a.m.

Students are not allowed to leave the school building unless they check out with the attendance office. No student will be released without parent authorization. If a student leaves without permission, the absence will be treated as unexcused.

## Will You Be Absent The First Day??



If you will be on vacation the first day of school, August 24th for 6th graders or August 25th for all graders, please call the school and let us know. We will hold your schedule in the main office and you must check in there when you arrive. The counselors will then assist you with orientation.

## TARDY POLICY:

All 1<sup>st</sup> period tardies will be recorded by the attendance clerk in the attendance office. When a student receives his/her 3<sup>rd</sup> tardy to a class the following consequences will be initiated:

- 3<sup>rd</sup> Tardy - Teacher Warning
- 4<sup>th</sup> Tardy - Detention With Teacher
- 5<sup>th</sup> Tardy - Detention With Teacher
- 6+ Tardies - Discipline Slip

Student Sent to Office

## TRUANCY POLICY:

Truancy is defined as absence from school not verified as valid by the parent and the assoc. principal. Truancies include, but are not limited to, leaving the campus without permission, spending time in unauthorized places, and not being in assigned classes. Truancy will involve a conference with the assoc. principal and a blue unexcused admit to class. Parents will be advised of the truancy and the school district attendance officer will be notified. Students will be assigned to either ISS or sent to the Truancy Center at the Lincoln Center.



## Let's Get Organized

Once again this year we are asking that every student purchase a Lewis and Clark day planner. **All** teachers will be using the day planner to help students organize their school day and keep track of assignments. Space is provided to record assignments each day for all subjects. The planner also provides the student with ideas on effective study skills, vocabulary builders, and other information of interest. The first pages of the planner contain the student handbook which outlines the rules, regulations, and other information about

Lewis and Clark. We ask that students bring **\$5** on the first day of school to purchase their planner.

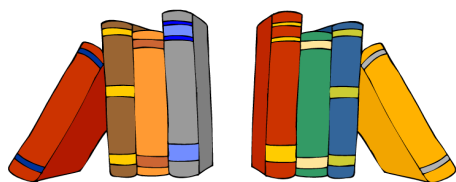


## **LIBRARY NEWS**

The Library is located on the first floor across from the main office. Library hours are from 8:00 am to 3:15 pm M, T, Th, and Friday. Library hours are 8:00 am to 2:15 pm on Wednesdays.

Resources include over 9,500 books available for checkout as well as a large digital ebook collection available to read on your personal device. Duration for checkout is three weeks for a maximum of three books. The student is responsible for all materials checked out in his/her name. Students also have access to all other books in SD2 libraries through interlibrary loan.

Many classroom projects and special activities are held in the library throughout the year.

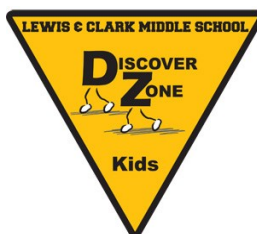


## After School

All students will be required to exit the building immediately upon dismissal. Students will not be allowed to congregate on school grounds. After school programs, such as Discover Zone, will still be available for students and families.

## AFTER SCHOOL FUN

Discover Zone is a free after school program available to any student enrolled at Lewis & Clark Middle School. Discover Zone offers a variety of education, recreation, skill-building, character building, and STEM activities for your student to choose from. Discover Zone meets after school Monday-Thursday, until 4:30 pm. Parents must complete a registration form for their student to attend. Forms are available at the school



## ***Sports Seasons 2020—2021***

**Fall I—Aug. 24th to Oct. 12th**  
Football, Softball & Cross Country

**Fall II—Oct. 12th to Dec. 4th**  
Girls' Basketball & Wrestling

**Winter I—Dec. 7th to Feb. 5th**  
Boys' Basketball

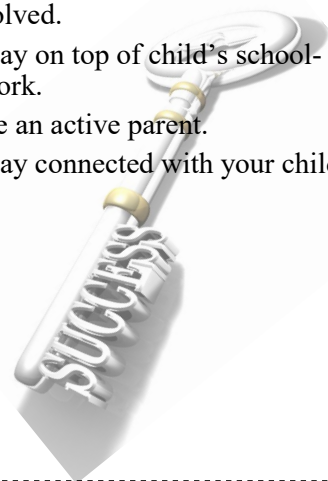
**Winter II—Feb. 8th to April 1st**  
Girls' Volleyball

**Spring—April 5th to May 20th**  
Track

# 12 Tips

## **To Help Your Child Succeed In Middle School**

- 1) Share a positive attitude.
- 2) Get to know the school together.
- 3) Set up a study space.
- 4) Teach your child to be organized.
- 5) Help your child learn good social skills.
- 6) Talk about bullying.
- 7) Learn school policies.
- 8) Talk about peer pressure.
- 9) Encourage your child to get involved.
- 10) Stay on top of child's school-work.
- 11) Be an active parent.
- 12) Stay connected with your child.



## **Lewis & Clark Mission Statement:**

“Empowering every student to achieve their individual success by creating positive connections and engaged learning.”

Check out our Web Site for cool & exciting information:  
[lewisandclarkscouts.com](http://lewisandclarkscouts.com)



## Sport Activities

In order for any student to participate in a sports activity it is **mandatory** that they have a **physical examination**. The physical card, signed by a doctor, **MUST** be on file in the main office before a student will be allowed to begin practice. A physical examination will be needed each year a student participates in a sports activity.



If a student plans to participate in the fall season, it would be wise to get the physical examination taken care of before school begins. Physical examination cards are available at the school in the main office.

## Scout Football



Coach Duneman and the Lewis and Clark football staff would like to welcome you back to the 2020-2021 school year. Equipment will be checked out and football will begin for 7th & 8th grade boys on Monday August 24th. Students that attend camp will receive their equipment the last day of camp (Friday the 14th). All participants must pay fees in the main office and have a physical form on file. Emergency cards and helmet safety / concussion forms will be handed out by the coaches. **All fees must be paid, paperwork (including a physical) must be completed & turned in to the main office and have a compliant immunization record on file before practices begin.** All participants must adhere to safety guidelines and must remain academically eligible to participate. All practices start at 3:30 p.m. and end no later than 6:00 p.m.

Fees for football are as follows:

Activity Fee	= \$45.00
Jersey/Mouthpiece	= \$36.00
<b>Total</b>	<b>= \$81.00</b>

## **Lewis & Clark Moto:**

“Every Child, Every Chance,  
Every Day”

## Eligibility Rules for Activities

Lewis and Clark Middle School encourages its students to broaden their skills, knowledge, and citizenship by participating in school sponsored extra-curricular activities. In order to participate in such school activities a student must maintain a passing grade in all courses in which he/she is currently enrolled. However, if a student receives a deficiency (failing grade), he/she may continue to participate as long as there is a grade average improvement. This guideline applies to all interscholastic and instructional athletic teams, musical productions, clubs, and student government. It will be enforced as follows:

- Each of the five sport seasons is seven weeks long. The first grade check will be on Monday following the completion of two weeks of practice (which is the instructional/non-competitive portion of the season). Grades will then be checked each Monday for the remainder of that season. Grade eligibility checks for clubs, student government, etc. will be on the same dates.
- Staff members will keep students and coaches informed as to the students pass/fail status in each class.
- If a student is deficient (failing in any class), the following will occur:
  - For the first deficiency, the student will be put on probation and given one week to achieve eligibility.
  - If the deficiency is not corrected at the conclusion of one week the student will be allowed to practice but not participate in any contest.
  - Individual cases of eligibility will be reviewed by the coach/sponsor, Assoc. Principal, teacher(s), and principal.
- A student must be in attendance the last half of the day to be eligible to participate in an activity scheduled for that day or receive approval from an administrator.
- No student who is suspended will be allowed to practice or participate on the days of the suspension.
- The attendance and suspension rules apply to the previous Friday if there is a Saturday activity.
- Three unexcused absences from practice will result in the student's suspension from the activity.
- ALL** participants in athletic activities must have a parent consent form, a current physical on file in the main office, signed concussion form, compliant immunizations, signed code of conduct form and have paid the participation fee before being allowed to participate in any activity.

## Cross Country



Coach Swanson and Coach Elkin would like to invite all 6th, 7th and 8th grade boys and girls who are interested in participating in Cross Country to an introductory practice that will be held on the west lawn (14th Street side of building) on Monday, August 24th. **All fees must be paid, paperwork (including a physical form) must be completed & turned in to the main office and have a compliant immunization record on file before practices begin.**

Fees for this season are:

Activity Fee	= \$45.00
T-Shirt	= \$ 9.00
Shorts	= \$ 6.00
<b>Total</b>	<b>= \$60.00</b>

## 8th Girls Softball

Orientation for girls 7th & 8th grade girls softball will be Monday, August 24th at 4:00 on the softball field behind the school with Coach Marquez and Coach Breeding .



**All fees must be paid, paperwork (including a physical form) must be completed & turned in to the main office and have a compliant immunization record on file before practices begin.**

Fees for this season are:

Activity Fee	= \$ 45.00
T-Shirt	= \$ 9.00
<b>Total</b>	<b>= \$ 54.00</b>

Lewis & Clark Middle School  
1315 Lewis Avenue  
Billings, MT 59102

Non-Profit Org.  
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Permit #88

*Newsletter*

