

MALTBY INTERMEDIATE

Mrs. Caldwell, Mrs. Dickinson, & Mrs. O'Neill



Mrs. Caldwell
Math & Science

Mrs. Dickinson
Language Arts & Social Studies

Mrs. O'Neill
Special Education

Beginning sixth grade is an exciting step forward in your child's education. We recognize this time may bring about a combination of emotions, however we will do our best to help your child transition to MIS as the days and weeks progress. We have tried to include some of the most important information about our procedures in this pamphlet. We will be going over all this and more with your children over the next several weeks.

Please feel free to email with any questions.

suggested Class Materials

- ONE** - 3" binder or Trapper Keeper
- THREE** 2-Pocket folders + 3 holes **WITHOUT** prongs
- THREE** 1-subject notebooks (at least 1 composition notebook)
- MANY** #2 Pencils (or LOTS of lead)
- Pencil pouch (*preferably with rings to keep in the binder)
- A colored checking pen (other than blue or black)
- Colored pencils
- Highlighters
- Dry erase marker(s)
- Reusable** water bottle
- Kleenex, wipes, hand sanitizer

PLEASE NOTE: The supplies listed are optional, as all necessary items are provided by the district. Any additional purchases are optional and can enhance your student's experience but are not required. Your contributions are appreciated.

communication WITH THE TEACHERS

- █ caldwem@brightonk12.com
- █ dickinsonk@brightonk12.com
- █ o'neills@brightonk12.com

EMAIL

Email is our preferred means of communication. We check our email as often as instruction allows, and always at least once a day. However, please be aware that communication that is especially time sensitive, such as changes in bussing or pick-up procedures, or requests for work due to absences, must go through the office.

DAILY INFO...

Homeroom: Your student will start each morning and spend half the day with their homeroom teacher. While your student will participate in both whole team and cross-classroom activities this year, on most days they will travel exclusively with their homeroom. You should feel free to contact your child's homeroom teacher for **general issues**.

For content specific questions or concerns, please contact that teacher.

Planning time: Our planning time this year is 3rd hour (11:00 – 12:00). We are usually unable to read emails or return phone calls after this time, but will always answer your questions/address any concerns as soon as possible.

Conferencing: Because our top priority is to prepare and deliver quality instruction, we ask you to prearrange visits and conference times. This will ensure adequate time for your concerns to be addressed and allow us an opportunity to prepare for the meeting. As parents ourselves, we know how important your children are to you and we are always willing to make arrangements to talk with you.

Gmail + google classroom

Students will be expected to use their own Gmail accounts issued by BAS. Google Classroom will allow students to see our daily agendas and complete designated assignments while at home sick or otherwise out of school.

PARENT/STUDENT CONNECT

We highly recommend that you set up an account within the next couple of weeks, if you haven't already done so. **Contact the office if you are in need of assistance.** Checking Parent Connect weekly will help keep track of your student's progress in their classes. Students will be checking their grades each week and bringing home information regarding that on Fridays (once work/grades start being collected/added to the gradebook).

PLANNERS

Planners are used on a daily basis and are a vital communication tool between students, parents, and teachers. Assignments are posted daily and students are expected to record assignments, due dates and homework in their planner each day. *We are asking that you check your child's planner and sign it daily.* This will show us that you are acknowledging what has been learned during the day and also give you something to chat about with them at dinner! Please feel free to jot a note to us in the planner, making sure your child knows to share it with us. Our initials next to your note will indicate that we have read it.

ABSENCES AND GRADES

Attendance/Illness: While we know that most absences are unavoidable, please be aware that it is always in your child's best interest to be present and on time as often as possible. Much of the in-class instruction is hands on and cooperative in nature, and these experiences cannot be made-up at home. Following an absence from school, a student is required to check Google Classroom to complete anything that was assigned. If your child is absent for two or more days due to illness, you may request through the office that work be prepared for pick up. Work will not be provided in advance of absences due to vacations per the Maltby handbook, however all work will continue to be posted on Google Classroom for students to complete.

MIS DOGS PROGRAM

We will be establishing team rules with the students during the first week of school. We will also follow the Maltby DOGS program to encourage daily positive behavior, character development, and good choices.

FOOD AND DRINKS

This year we will have C Lunch, 12:45-1:20. Students are encouraged to bring a morning snack and **REUSABLE** water bottle to school. Please help your student pack something healthy. We do not allow candy or drinks other than water (no additives or powders in water please, as they are sticky when they spill.)