

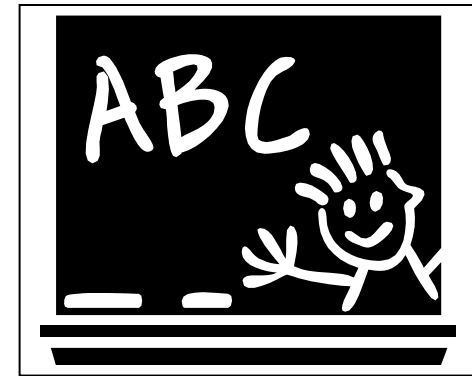


T. L. Handy Middle School  
601 Blend Street  
Bay City, MI 48706

Handy Happenings will be published  
on a monthly basis.

# Welcome!

# 2009-2010



# Handy Middle School

Don't Wish for it. Work for it!  
"The New Handy Way"

# Points of Interest And Upcoming Events

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- Please watch for the Handy Newsletter once a month to see details and schedules for upcoming events. You can also view the newsletter online at [www.bcschools.net](http://www.bcschools.net).

## Looking Ahead...

August 27	Pick up students schedules (12:00-6:00 pm) Large Gym <u>only</u>
August 31	Football & Girls’ basketball tryouts after school
September 1	Girls basketball tryouts after school continues
September 2	Girls basketball tryouts after school continues
September 2	6 <sup>th</sup> grade & new student orientation at 6:00 p.m.-auditorium
September 8	First day of school from 7:30 a.m.-2:14 p.m. at Handy
September 8	6 <sup>th</sup> , 7 <sup>th</sup> and 8 <sup>th</sup> grade Expectations Assemblies
September 11	Fundraising Kickoff Assembly
September 14	Regular School Board Meeting at Administration Building
September 15	School Picture Day
September 22	Curriculum Night for <u>all</u> parents from 6:00-7:30 p.m.
September 23	Coffee With The Principal 8:00-9:00 a.m.-media center
September 28	Staff Professional Development – No School for Students
September 29	D.C. Parent Meeting in the Media Center, 6:00 p.m.
October 12	Regular School Board Meeting at Handy M.S.
October 13	Begin MEAP testing
October 16	End of First Marking Period
October 27	Parent/Teacher Conferences, 4:00-7:00 p.m.
October 29	Parent/Teacher Conferences, 3:00-6:00 p.m.
October 29	All MEAP testing completed (including make-ups)
November 2	Staff Professional Development – No School for Students
November 24	Prize Assembly
November 25-27	Thanksgiving Break – No School
December 4	End of Second Marking Period
December 21-January 1	Winter Holidays Break – No School
January 22	End of First Semester/Third Marking Period
February 1	Staff Professional Development – No School for Students
February 18	Carnival
February 19 & 22	Staff Professional Development – No School for Students
March 5	End of Fourth Marking Period
March 16	Parent/Teacher Conferences, 4:00-7:00 p.m.
March 18	Parent/Teacher Conferences, 3:00-6:00 p.m.
March 29-31	Spring Break – No School
April 1-2	Spring Break – No School
April 23	End of Fifth Marking Period
April 26	Staff Professional Development – No School for Students
May 26	Awards Assembly
May 31	Memorial Day Holiday – No School
June 1	6 <sup>th</sup> Grade Field Day
June 2	7 <sup>th</sup> Grade Field Day
June 3	8 <sup>th</sup> Grade Send Off Dance
June 4	Last Day of School

**SAVE THIS NEWSLETTER FOR FUTURE  
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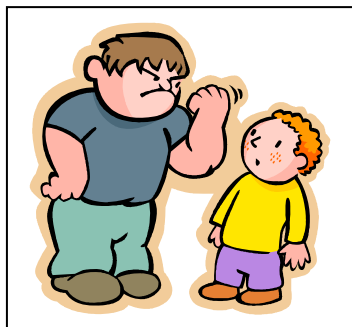
[www.bcschools.net](http://www.bcschools.net)

### Parent Involvement

In an ongoing effort to improve communication with parents and to increase parent involvement at Handy we will be starting a “coffee with the principal” club. Our first meeting will be held on Wednesday, September 23<sup>rd</sup> from 8:00-9:00am in our media center, and we will continue having them once a month all year long. Come and join us to meet our new principal and to be actively involved in your child’s education.

### Anti-Bullying Campaign

We will be implementing a new anti-bullying campaign this year at Handy. Students, staff and parents will be educated about bullying and the ways to eliminate it from our school.



### Handy Items for Sale

Handy’s Booster Club will be selling the following items in the school store:

- Hoodies
- Long sleeve T-shirts
- T-shirts
- Beanies
- Sling Bags

## Administrator’s Letter

August 2009

Dear Handy Family,  
Welcome to the 2009-10 school year! We are extremely excited about this year and have so much to celebrate. Renovations to our building are wrapping up and it looks tremendous - students will be returning to brand new classrooms, lockers, and lunchroom. We also have several new staff members joining our family this year:

JoAnn Sheeran	Kelli Meyette	Lori Anthony
Holly Shorkey	Jill Moore	Susan Elder
Bradley Pennell	Mark Piotrowski	Kevin Frederick
JoAnn Weiss	Richard Meeth	Kari McCulloch
Carol Hayward	Anthony Webb	Carissa Reed

With the new building and staff members comes a renewed commitment to excellence. We are committed to increasing student learning and achievement, as well as providing a safe, supportive environment for our students and staff. We will be implementing a new anti-bullying campaign this year that will focus on educating staff, students and parents about bullying, and will work to eliminate bullying in our school. We are also implementing new programs for parents in hopes of increasing parental involvement. These are discussed in detail on page 20 of our newsletter.

New building, new staff members, and renewed commitment to excellence will equal success here at Handy, and we are excited to share in this success with you and your child. We are confident that you will see and feel this success.

Yours in education,

Your T.L. Handy Administrative Team

### Counselors at T. L. Handy Middle School:

#### **6<sup>th</sup> grade counselor**

Deb Arnst

671-8855 or [arnstd@www.bcschools.net](mailto:arnstd@www.bcschools.net)

#### **7<sup>th</sup> grade counselor**

Steve Syring

671-8857 or [syrings@www.bcschools.net](mailto:syrings@www.bcschools.net)

#### **8<sup>th</sup> grade counselor**

Rich Klawinski

671-8856 or [klawinskir@www.bcschools.net](mailto:klawinskir@www.bcschools.net)

**SCHOOL CALENDAR  
For Bay City Public School Students  
2009-2010 BAY CITY PUBLIC SCHOOLS  
910 N. Walnut St., Bay City, MI 48706**

August 2009

Dear Parents/Guardians, Students and Friends of Bay City Public Schools,

I would like to take this opportunity to welcome you to the start of a brand new school year. We strive to continue providing a learning environment for our students filled with innovation, opportunity, and excellence.

Some of the exciting happenings in the Bay City Public Schools this year include:

- The completion of our state-of-the-art facilities thanks to our community support of the 2006 bond issue, which will be showcased at a community open house at all of our schools on Sunday, October 18 from 2:00-4:00 p.m.
- The introduction of a new technology tool called School Messenger allowing easier, faster, timelier communication with parents, students, and staff.
- The purchase of 20 school buses as we continue modernization of our school bus fleet.
- The installation of security cameras on all school buses to enhance student and staff safety
- The start of the new trimester schedules at our high schools to assist students in meeting the new State of Michigan graduation requirements.
- The installation of security cameras at our middle and high schools to enhance student and staff safety.
- The introduction of Web Portal by our Food Service Department, which is a new Internet based communication tool allowing parents to view lunch account balances and their children's lunch purchases.
- We will be one of a few school districts in Michigan to offer Mandarin Chinese as a foreign language.
- The Bay Commitment Scholarship program will again be in place, which has offered 100 scholarships each of the past two years to graduating seniors who are the first in their families to attend college.

In closing, I am always open to your comments or questions and can be reached at 671-8165 or a [newcombed@www.bcschools.net](mailto:newcombed@www.bcschools.net). I also encourage you to get involved in your children's education in any way that you can such as reading, helping with homework or volunteering at school. Thank you and have a great year.

Sincerely,

Douglas L. Newcombe  
Interim Superintendent

**2009**

**Classes Begin**—All Grades

Tuesday, September 8

**Non School Day** (Professional Development)  
Classes Resume—All Grades

Monday, September 28  
Tuesday, September 29

**Non School Day** (Professional Development)  
Classes Resume—All Grades

Monday, November 2  
Tuesday, November 3

**Non School Days** (Thanksgiving Break)  
Classes Resume—All Grades

Wed., Thu. & Fri., Nov. 25, 26, 27  
Monday, November 30

**Non School Days** (Holiday Break)

Monday, December 21, 2009  
through Friday, January 1, 2010

**2010**

**Classes Resume**—All Grades

Monday, January 4

**Non School Days** (Professional Development)  
Classes Resume—All Grades

Monday, February 1  
Tuesday, February 2

**Non School Days** (Professional Development)  
Classes Resume—All Grades

Monday, February 22  
Tuesday, February 23

**Non School Days** (Spring Break)  
Classes Resume—All Grades

March 29 through April 2  
Monday, April 5

**Non School Day** (Professional Development)  
Classes Resume—All Grades

Monday, April 26  
Tuesday, April 27

**Non School Day** (Memorial Day)  
Classes Resume—All Grades

Monday, May 31  
Tuesday, June 1

**LAST DAY OF SCHOOL**

Friday, June 4

**[www.bcschools.net](http://www.bcschools.net)**

**SAVE THIS NEWSLETTER FOR FUTURE  
REFERENCE.**

## Important Phone Numbers

Please save and use the following phone numbers when calling Handy. This should serve as a quick reference guide for the entire school year.

- Administrators
  - Mr. Schmidt, Principal 684-1723 ext. 7401
  - Mr. Collier, Assistant Principal 684-1723 ext. 7429
  - Mr. Woods, Assistant Principal 684-1723 ext. 7417
  - To be determined, Assistant Principal 684-1723 ext. 7412
- After School Activities/Athletics 671-3815
- Attendance 671-3807
  - Mr. Hughes, Supervisor 671-3806
- Booster Club/Volunteers 684-1723 ext. 7421
- Cafeteria, Mrs. Holmes, Supervisor 684-1723 ext. 7428
- Counselors
  - 6<sup>th</sup> grade, Mrs. Arnst 684-1723 ext. 7321
  - 7<sup>th</sup> grade, Mr. Syring 684-1723 ext. 7221
  - 8<sup>th</sup> grade, Mr. Klawinski 684-1723 ext. 7130
- Discipline Office 671-3804
- Library 684-1723 ext. 7411
- Main Office 684-1723
- School Liaison Officer 684-1723 ext. 7422
- Student Records 671-3805



[www.bcschools.net](http://www.bcschools.net)

## LOCATIONS OF REGULAR BOARD OF EDUCATION MEETINGS / 2008-09

DATE	LOCATION
Monday, July 13, 2009	Administration Building
Monday, August 10, 2009	Administration Building
Monday, September 14, 2009	Administration Building
Monday, October 12, 2009	Handy Middle School
Monday, November 9, 2009	MacGregor Elementary
Monday, December 14, 2009	Kolb Elementary
Monday, January 12, 2010	Mackensen Elementary
Monday, February 8, 2010	Central High School
Monday, March 8, 2010	Linsday Elementary
Monday, April 12, 2010	Western High School
Monday, May 11, 2010	Administration Building
Monday, June 8, 2010	Administration Building
Monday, July 12, 2010	Administration Building



## Back To School Information

### Orientation Night – Very Important

6<sup>th</sup> grade and new students are strongly encouraged to attend Orientation on Wednesday, September 2nd from 6:00-7:30 pm in Handy's Auditorium. Parents and students will have an opportunity to meet the administrative team and be briefed on Handy procedures. 6th grade Band Instrument Rental Night will take place immediately following the orientation. This is optional for 6th grade band students and their families, but may be a convenient time for you to meet the teacher and to set up renting or purchasing an instrument and necessary materials from Herter Music Center. Families may also wish to stop by Herter Music Center on their own time for band materials at 901 Washington Street, downtown Bay City. We will see you very soon!

### Where to report the first day of school:

- 6th grade students report to the auditorium. Your teachers will meet you there.
- 7th and 8th grade students report to your Core 1 class.

### Student schedules:

- Schedules can be picked up on Thursday, August 27 from 12:00 noon-6:00 pm.
- First day of school is Tuesday, September 8th from 7:25 am–2:14 pm

### Starting and ending times this year:

- The school day for students at Handy Middle School for 2009-2010 is from 7:30 a.m. to 2:14 p.m.
- The first day of school this year is Tuesday, September 8, 2009.

### Basic supplies needed to begin school:

Remember to supply your student(s) with basic supplies for the first day of school. They will need pencils, ink pens, lined paper, a padlock for the gym lockers if they have a physical education class, and maybe a package of colored pencils. Individual teachers will let them know what, if any, other supplies will be needed for this school year once school starts. Remember, when purchasing a backpack to get a sturdy one *small enough* to fit into a school locker. Wheeled backpacks will not fit and get in the way in the hallways during passing times. Note...6<sup>th</sup> graders: once you pick up your schedule, **IF you have Ms. Petrosky for science please purchase a composition notebook.**

## 2010 Washington D.C. Trip

8th grade students study American History as part of their social studies curriculum. In order to bring what they learn to life, 8th graders will have the opportunity to travel to Washington D.C. again this school year. Students and chaperones from Handy will travel to visit D.C. and the surrounding area in the spring of 2010. The eighth annual four-day trip includes visiting many monuments, memorials and museums which creates a fun, action-packed and educational weekend.

Please join us for a parent meeting on Tuesday, October 27, at 6:00 p.m. in the media center to learn more about D.C., 10.

If you have any questions before the October 27 meeting please call Jeff Collier, Assistant Principal, at 684-1723 ext. 7429 or email him at [collierj@www.bcschools.net](mailto:collierj@www.bcschools.net)



## Volunteers and Booster Club

Parents: We are looking forward to another wonderful year at Handy. We extend a warm welcome to all new and incoming 6th grade parents. When you get your parent informational packs at the beginning of the school year, please fill out the Volunteer/Booster Club form. If you have an email address, please list it. Emails are the best way for you to keep up with what is going on in the school and the best way for us to let you know when volunteers are needed for events such as dances, carnival, fund raising, etc. If a teacher/staff member has your email, that doesn't mean that the volunteer coordinators or any other groups have it. Therefore, please turn in the Volunteer Booster Club form at the beginning of the year so that you won't miss out on anything that will be happening at Handy. Also, if you don't have access to email please write on the letter that you would prefer to be called as events arise. Being a volunteer and/or booster club member is very rewarding and lots of fun. Your help is needed to ensure that our dances, concessions, field days, carnival and all other events continue running smoothly and safely. Thank you, and we look forward to seeing you this upcoming school year.

### Volunteer Office

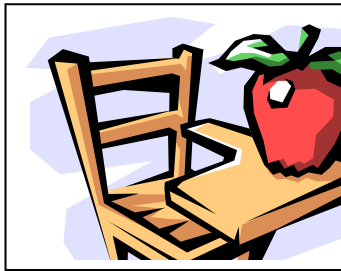
[Hmsvolunteer@bcschools.net](mailto:Hmsvolunteer@bcschools.net). Email us if you have anything we can help you with or call us at 989-684-1723 ext. 7421.

### Booster Club

[HandyBoosterClub@bcschools.net](mailto:HandyBoosterClub@bcschools.net). You can also use the Volunteer Office phone number to leave messages for the Booster Club, also.

## Booster Club Meetings

The Handy Booster Club welcomes all parents to our meetings. There is no charge to be a member of the Handy Booster Club. The Booster Club uses **volunteers to work the school store on Monday, Wednesday, and Friday during student lunch hours.** Money raised by the Booster Club is used to provide supplemental materials for students and staff that are not part of the regular school budget. Booster Club activities need volunteers. Contact the Booster Club at the email listed above. Booster Club meetings are held at 7:00 p.m. at T. L. Handy Middle School – dates for all meetings will be posted in future newsletters.



## First Day Packet

Your child will receive a packet of information to bring home to you on Tuesday, September 8, 2009. This packet will include the following information:

- 2009-2010 Student Planner
- Volunteer/Booster Club Letter (list of areas needing help)
- Volunteer Application Form
- Emergency Information Form (updated annually)
- Student Insurance Form/Information
- Student Code of Conduct/Athletic/Technology Handbook
- Fundraising Information

## School Picture Day

*HR Imaging* will take school pictures on Tuesday, September 15<sup>th</sup> during school hours. Students will again this year bring home 2 picture proofs, which will allow you to choose your favorite portrait. No money is required on picture day! Prices range from approximately \$8 to \$29 depending on the package you select.



[www.bcschools.net](http://www.bcschools.net)

**SAVE THIS NEWSLETTER FOR FUTURE**

## Lunch Hours/Snacks

6<sup>th</sup> grade students will eat at 11:16 to 11:46 a.m.

7<sup>th</sup> grade students will eat at 11:57 to 12:27 p.m.

8<sup>th</sup> grade students will eat at 10:35 a.m. to 11:05 a.m.

## Food Service Meal Prices

Meal prices increased .10 cents for the 2009-10 school year. This year's meal prices are:

Breakfast	\$1.90
Reduced Breakfast	\$ .30
Lunch	\$2.40
Reduced Lunch	\$ .40

*Cafeteria doors will be open to walk-in students from 7:00 – 7:20 a.m. for breakfast. Hot and cold breakfasts will be served.*

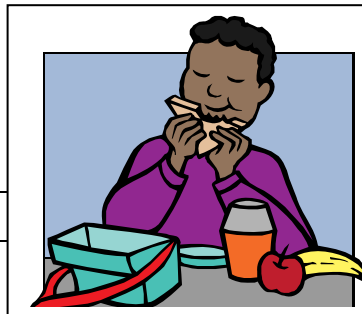
You can also pay ahead. The cost would be:

	<u>Weekly</u>	<u>Monthly*</u>	<u>Yearly**</u>
Full lunch	\$12.00	\$48.00	\$432.00
Reduced lunch	\$ 2.00	\$ 8.00	\$ 72.00
Full breakfast	\$ 9.50	\$38.00	\$342.00
Reduced Breakfast	\$ 1.50	\$ 6.00	\$ 54.00

\*Based on a 20 day month

\*\*Based on 180 days

[www.bcschools.net](http://www.bcschools.net)



## Student Activities

### FALL SPORT PROGRAMS FOR HANDY MIDDLE SCHOOL 2009-10 SCHOOL YEAR

HERE ARE SOME DETAILS REGARDING THIS YEAR'S FALL PROGRAMS:

BEFORE YOU CAN PARTICIPATE YOU MUST HAVE THE FOLLOWING HANDED IN TO THE ATHLETIC OFFICE by Thursday, August 27, 2009.

- **PHYSICAL:** Front of form filled out (with doctor's signature) and parent/student signatures on the back. BAY CITY PUBLIC SCHOOL PHYSICAL FORM - (BLUE FORM) IS AVAILABLE ONLINE AT [www.bcschools.net](http://www.bcschools.net)
- **PAY \$ 30.00 ATHLETIC PARTICIPATION FEE**

*All times and places are subject to change.*

#### FOOTBALL INFORMATION:

##### PRACTICE STARTS:

**AUGUST 31, 2009** – 3 days of conditioning. Practice with pads September 3, 2009. Times TBD – call 671-3815 one week before the start date.

##### WHO CAN PLAY:

All 8<sup>th</sup> graders and any 7<sup>th</sup> graders (who weigh 150 lbs. or over) and are enrolled at Handy Middle School.

##### PRACTICE LOCATION:

Handy Middle School

##### PRACTICE TIMES (1<sup>st</sup> week):

6:00 to 8:00 pm

##### EQUIPMENT HANDOUT:

Thursday, September 3, 2009 – must have had 3 days of conditioning.

##### FIRST GAME:

September 24, 2009. You must have 14 practices in before you can play. Total of 6 games (amount allowed by state).

##### PARENT NIGHT:

September 21, 2009 out in the football stands (6:30 pm sharp).

##### COACHES:

Head Coach Tom Sullivan, Asst. Coach Kevin Derocher, Asst. Coach Brad Pennell

#### GIRLS BASKETBALL INFORMATION:

##### TRY OUTS:

**August 31, September 1 and 2, 2009**

##### PRACTICE LOCATION:

At Handy Middle School

##### TRY OUT TIMES:

8<sup>TH</sup> Grade: Big gym 3:30 to 5:00 pm

7<sup>TH</sup> Grade: Small gym 3:30 to 5:00 pm

##### FIRST GAME:

September 21, 2009 Handy vs Western Middle Schools

##### PARENT NIGHT:

September 16, 2009 in the auditorium (6:30 pm sharp)

##### COACHES:

8<sup>TH</sup> Grade White: Dan Velasquez

8<sup>th</sup> Grade Red: Paul Wilson

7<sup>TH</sup> Grade White: Angel Arocha

8<sup>th</sup> Grade Red: Shawn Satkowiak

#### CROSS COUNTRY INFORMATION:

##### PRACTICE STARTS:

**August 31, 2009**

##### WHO CAN PLAY:

All 7<sup>th</sup> and 8<sup>th</sup> grade boys and girls enrolled at Handy Middle School.

##### PRACTICE TIME:

TBA – call 671-3815 one week before start date.

##### FIRST MEET:

TBA

##### PARENT NIGHT:

September 16, 2009 at Handy in the Auditorium (6:30 pm sharp)

##### COACHES:

TBA

If you have any questions, please call Michael Toyzan – Middle School Athletic Director

Office: 989-671-3815

Fax: 989-671-3816 E-mail: [Toyzanmi@www.bcschools.net](mailto:Toyzanmi@www.bcschools.net)

# **Community Programs**

## **Meijer Community Rewards Program**

If you have not signed up for this program please consider doing so. We will send a flyer home in the first day packet. Please fill it out with Code #245438 which will bring money back into Handy Middle School from your future *Meijer* purchases. For your convenience, you may return the forms to Handy and we will forward them to *Meijer* for you.

We use this money for various student events including field trips. Once you get a card it can be scanned each time you shop at *Meijer* stores and a percentage is given back to the schools. Last year we averaged \$150 each month. Remember to use #245438 when signing up to make sure Handy receives the donation.

## **Gordon Food Service Program**

As much as 10% of the total purchases (once you sign up with GFS) will be donated to Handy for student use. There are forms in the main office at Handy. Please remember to use #2255893 as our school code. There is a coupon on our form for \$10 off a \$50 purchase. Sign up today!

## **Boxtops for Education**

Another opportunity to help Handy students again this year is the Boxtops for Education labels you will find on many products. Please cut them out and put them in the drop box located just inside the main office on the first floor.

**Bay City Mall's My School Is Cool** (the old Cash Back for Schools program). It starts on August 1 and runs through May. Just a reminder to turn in your “back to school receipts” at the mall office, food court redemption center or once school starts you can turn them into the office. A collection box will be located in the main office. There have been a lot of changes in the program this year and much more money is to be given out to schools.

## **Important Bus Information**

Students will be assigned bus stops in the area of their home address. Transportation’s phone number is 662-4416 and the appropriate email address to use is [gwizdalam@www.bcschools.net](mailto:gwizdalam@www.bcschools.net). Postcards with these assignments will be mailed home sometime in the middle of August. Please remember to keep your address/phone number information up-to-date with the school to make sure you get the correct information.

## **Internet Website**

For current information about what’s happening at Handy Middle School, regularly visit the Handy website. There you will find a complete directory of staff, daily announcements, newsletters, and links to many educational web pages. To access our website: first, log onto [www.bcschools.net](http://www.bcschools.net). Then click on the link that says “our schools”. Then click on the Handy link. Once you have reached our website, bookmark it or put it in your “favorites” folder for future reference.

## **(HMS) Help Many Students**

Imagine going through school without school supplies. Some Handy Middle School students do. You can help these students by donating school supplies and placing them in the boxes located in the counselor’s office. We will be accepting all school supplies ranging from backpacks to pencils. Thank you and we greatly appreciate your donations!

## **Caller I.D.**

Many families have Caller I.D. at home and are able to determine if a call comes from the school. When a call is missed many times a parent will call back asking to speak with whomever it was that called. Unfortunately, the office usually does not know who it was that tried to contact the parent. Many times a student calls home from the classroom.

Please know that if a staff member at Handy calls you we would leave a message. Remind your child(ren) to LEAVE A MESSAGE if they call you from school; that way you will know who called and why.

## “The Handy Way”

The defining cornerstones of “The Handy Way” are: SHOW UP, BE ON TIME, WORK HARD, and BE PROFESSIONAL, which applies to staff and students alike. During our Spring Leadership Team days, we adopted the Responsible Thinking Process to facilitate building a new culture at our school to aid our discipline policies, Character Counts-six pillars of character education, and the idea of having School-wide procedures. With these programs in place, Handy is ready to embrace an environment of success and safety for all staff and students.

### Responsible Thinking Process (RTP):

Upon arrival this fall, staff and students will be happy to find that the traditional process of discipline will be left in the past and a new process will be implemented. This process is called the Responsible Thinking Process (RTP).

RTP is a discipline process that teaches students how to:

RESPECT the rights of others

Take RESPONSIBILITY for themselves

THINK on their own

#### **How does RTP work?**

- Student chooses not to follow the rules and disrupts in the classroom
- Teacher asks the RTP questions
- Student stops the disruptive behavior, teaching continues
- Student disrupts again during same class period
- Teacher asks RTP questions again
- Student is now making a choice to go to the Responsible Thinking Classroom (RTC)
- In the RTC, the student completes a behavior plan that is reviewed by the RTC coordinator
- Student negotiates plan with teacher and returns to class upon next session.

#### **RTP question process:**

- What are you doing?
- What are the rules/procedures? (or Is that acceptable?)
- What happens when you break the rules? “*I could go to the RTC*”
- Is this what you want to happen?
- What do you want to do now? (or Do you want to work on this?)
- What will happen if you disrupt again? “*I have to go to the RTC*”

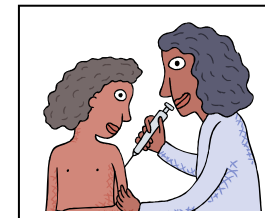
[www.bcschools.net](http://www.bcschools.net)

### “HANDY HAS A NO GUM POLICY!”

Students are not allowed to chew gum in school or at any time on school property including evening activities.

### Immunization Requirements

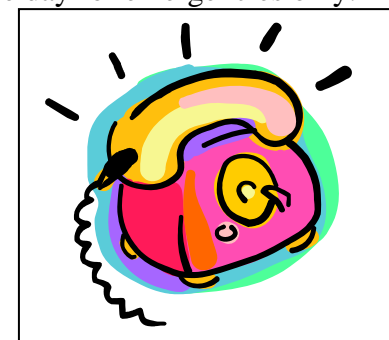
BEFORE a new enrollee can attend school they must present documentation of required vaccines. Please call 671-3805 for details.



[www.bcschools.net](http://www.bcschools.net)

### Phone Use

Please note that we do not deliver phone messages to students unless it is an emergency call from a parent or guardian. Students who stay after school must make transportation arrangements in advance. Students may use school phones during the day for emergencies only.



### Visitors

For the safety of our students, please use the Alp Street doors at the South end of the building. Report to the main office and sign in immediately upon your arrival. All other doors are locked after the start of the school day.

### Phone and/or Address Changes

Please remember to contact school if you move or change phone numbers. Call 671-3805 and leave a detailed message if you reach voicemail.

# Policies and Procedures

## Dress Code:

Below are some (not all) examples of items that shall not be worn on school grounds:

- Pajamas
- Suggestive or revealing attire
- Shorts and skirts more than two inches above the knee
- Bare midriff, plunging neckline, tube top, spaghetti straps, etc.  
*Tank tops must have straps that are at least two inches wide*
- Slippers or other footwear judged by the principals as inappropriate
- No jewelry with spikes or wallet chains
- No hats, bandanas or sunglasses

Guidelines are based on the Board of Education's Code of Conduct and building handbook policies.

For more information, please refer to page 6 in the Handy Middle School handbook.

Just a reminder, Ipods/MP3 players, headphones, cell phones, pagers, personal communication devices, etc, are prohibited during the school day. The school district is not responsible for lost or stolen communication devices. A parent must pick up any confiscated items.

## Dropping Off and Picking Up Students

Busses drop off and pick up students on Blend Street in front of the school. Parents are to drop off and pick up students in the Alp Street parking lot **ONLY!** For safety reasons, parents are not allowed to pick up or drop off students in the back parking lot by the Athletic Fields at the North end of the school or in front of the building where the busses park.



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## School-wide Procedures:

To create a safe environment for all, the Handy staff will begin putting school wide procedures into place this fall. We will have common procedures for using the lunchroom, hallways, lockers, restrooms, hall passes and planners. Additionally, teachers will implement common procedures to create consistency within their specific teams.

## Students Achieving More (SAM):

With so many students in need of enrichment and support opportunities, Handy has created a time each day for students to be further challenged or given intervention based on their personal needs. Current achievement data will be analyzed each marking period allowing students to be placed during SAM time according to their needs. SAM time can be used for intervention purposes or enrichment opportunities. During the first six weeks, we will be teaching school-wide Character Counts lessons to all students during SAM time. The enrichment/intervention cycle will begin with the 2<sup>nd</sup> Marking period.

## Character Counts:

Another piece of shaping our new culture is to give students the keys to success by teaching all students the Six Pillars of Character. During the first six weeks of Students Achieving More (SAM) time, all students will receive instruction in the six pillars of character: **Trustworthiness, Respect, Responsibility, Fairness, Caring and Citizenship.**

## Drop Everything and Write (DEW):

Every morning staff and students will *Drop Everything and Write* for approximately ten minutes in a provided DEW notebook. This builds writing stamina and is a proven method toward student improvement in writing.



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**6TH GRADE**

TIME	CORE	TOPICS	MINUTES
7:25 - 8:25	<b>C1</b>	Morning Announcements	2
		Dew Time	8
		Core Instruction	50
8:25 - 8:30		Passing	5
8:30 - 9:18	<b>E1</b>	Explore - SAM/Music	48
9:18 - 9:23		Passing	5
9:23 - 10:11	<b>E2</b>	Explore - SAM/Music	48
10:11 - 10:16		Passing	5
10:16 - 11:16	<b>C2</b>	Core Instruction	60
11:16 - 11:46		30 Minute Lunch	
11:46 - 11:51		Passing	5
11:51 - 1:05	<b>C3</b>	SSR	14
		Core Instruction	60
1:05 - 1:10		Passing	5
1:10 - 2:14	<b>C4</b>	Core Instruction	60

**8TH GRADE**

TIME	CORE	TOPICS	MINUTES
7:25 - 8:25	<b>C1</b>	Morning Announcements	2
		Dew Time	8
		Core Instruction	50
8:25 - 8:30		Passing	5
8:30 - 9:30	<b>C2</b>	Core Instruction	60
9:30 - 9:35		Passing	5
9:35 - 10:35	<b>C3</b>	Core Instruction	60
10:35 - 11:05		30 Minute Lunch	
11:05 - 11:10		Passing	5
11:10 - 12:27	<b>C4</b>	SSR	17
		Core Instruction	60
12:27 - 12:32		Passing	5
12:32 - 1:20	<b>E5</b>	Explore - SAM/Music	48
1:20 - 1:25		Passing	5
1:25 - 2:14	<b>E6</b>	Explore - SAM/Music	48

**7TH GRADE**

TIME	CORE	TOPICS	MINUTES
7:25 - 8:25	<b>C1</b>	Morning Announcements	2
		Dew Time	8
		Core Instruction	50
8:25 - 8:30		Passing	5
8:30 - 9:30	<b>C2</b>	Core Instruction	60
9:30 - 9:35		Passing	5
9:35 - 10:11	<b>C3</b>	Core Instruction	36
10:11 - 10:16		Passing	5
10:16 - 11:04	<b>E3</b>	Explore - SAM/Music	48
11:04 - 11:09		Passing	5
11:09 - 11:57	<b>E4</b>	Explore - SAM/Music	48
11:57 - 12:27		30 Minute Lunch	
12:27 - 12:32		Passing	5
12:32 - 1:07	<b>C3</b>	Core Instruction	24
		SSR	11
1:07 - 1:12		Passing	5
1:12 - 2:14	<b>C4</b>	Core Instruction	60

**EXPLORE**

TIME	CORE	TOPICS	MINUTES
7:25 - 8:25	<b>C1</b>	Morning Announcements	2
		Hallway Coverage	10
		Conference	48
8:25 - 8:30		Passing	5
8:30 - 9:18	<b>E1</b>	6th Grade Explore	48
9:18 - 9:23		Passing	5
9:23 - 10:11	<b>E2</b>	6th Grade Explore	48
10:11 - 10:16		Passing	5
10:16 - 11:04	<b>E3</b>	7th Grade Explore	48
11:04 - 11:09		Passing	5
11:09 - 11:57	<b>E4</b>	7th Grade Explore	48
11:57 - 12:27		30 Minute Lunch	
12:17 - 12:32		Passing	5
12:32 - 1:20	<b>E5</b>	8th Grade Explore	48
1:20 - 1:25		Passing	5
1:25 - 2:14	<b>E6</b>	8th Grade Explore	48