



August 2020

We see success.

News from the Middle

Pat Brown, Principal

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FROM THE PRINCIPAL

It is always exciting to begin a new school year and we cannot wait to see our students arrive on the first day of school, Monday, August 31. Although we are beginning the school year with many new challenges, we want to assure you that we are doing our very best to create a sense of normalcy for our students upon their return. We are all excited to have students back in our classrooms and hallways filling them with energy and enthusiasm for learning. It is our mission to help every student feel welcomed, connected, and a part of our middle school family.

We hope that you find our school website and Facebook page helpful and informative. For access to our website, click on www.icschools.us, then on "Schools", and then on "Middle School." Our homework hotline, daily announcements, calendar, sports and educational links are located on the website. Future monthly parent bulletins from the middle school will be mailed home along with being posted on our website. Please follow us on Facebook for the most up to date school information and announcements.

Enclosed in this Welcome Back packet, you will find a student schedule for our traditional Face-to-Face Learners. Virtual Learners will receive their schedule before Monday, August 31.

I am honored to serve as the principal of Imlay City Middle School. It is truly a privilege to be 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. Let's make it another great year at ICMS together!

Pat Brown
ICMS Principal

COVID – 19 PREPAREDNESS AND RESPONSE PLAN REMINDERS

Student Facial Coverings: Imlay City Schools will provide each student, throughout the district, a mask/facial covering. These masks will be purchased and provided by the district. Facial coverings may be homemade or disposable level-one (basic) grade surgical masks. For all students, homemade facial coverings must be washed daily and disposable facial coverings must be disposed of at the end of each day. Facial coverings will be worn by PreK-12 students during school bus transportation unless face coverings cannot be medically tolerated or a student is incapacitated or unable to remove a face covering without assistance. All students will wear facial coverings when in hallways and common areas in all buildings, except during meals. Facial coverings will be worn in classrooms by all students in grades 6-12 unless a student is medically unable to tolerate a mask or incapacitated or unable to remove a face covering without assistance.

A student who is medically unable to tolerate a mask must provide documentation from a medical professional. This documentation must specifically state that a mask is not medically tolerable. Individuals who are medically unable to wear masks or face coverings will be asked if they can tolerate a face shield.

Building Hours: The middle school front lobby doors will be **locked until 7:00 a.m.** Students may not be in the school building until 7:00 a.m. Students arriving in the front lobby between 7:00 a.m. and 7:25 a.m. will be required to report directly to the cafeteria. All students that do not have school business (i.e., athletics, main office concerns, etc.) must leave the building immediately after school is concluded at 2:15 p.m.

Family and Guests: Family members or other guests are not allowed in the school building except under extenuating circumstances determined by the district and school officials.

Drop-off and Pick-up: Students who are dropped off by individuals/family members at school must part ways at the entrance of each building. Staff members will be present to ensure students are monitored and/or assisted in getting to their classrooms. Students who are picked up by individuals/family members will meet them at a spot outside of the building that will be designated by building administrators. Staff members will be present to ensure students are monitored and/or assisted in this process.

Extenuating Circumstances: If an extenuating circumstance arises and family members or other guests enter a building, all adults will be screened for symptoms (temperature taken), be asked to wear a mask (if you do not have one, a mask will be provided to you), and wash/sanitize hands. Strict records, including date and time, will be kept of non-school employees or other visitors entering and exiting buildings.

IMPORTANT NEWS

Schedule: The Imlay City Middle School daily schedule will begin at 7:40 a.m. and dismiss at 2:15 p.m.

Medication: All medication (including aspirin and cough drops) must be dropped off in the office by a parent. If it is prescription medicine, we will need an order from your doctor giving dosage instructions as well as a completed medication form, which can be located in the office. All medicine will be taken in the office under the supervision of a school employee. Under no circumstance is a student allowed to carry medicine with them. Please remind your students to empty out their pockets, purses, etc., at home to make sure medicine is not brought to school accidentally.

Note: The office has a place for students to leave emergency money or medication such as aspirin or cough drops. If you would like to take advantage of this, please put the money or medicine in an envelope or zip lock bag with the student's name & the completed non-medication form and turn it into the office. Non-medication forms can be picked up in the office.

Cell Phones: Cell phones may not be on the student or turned on during the school day (7:15 a.m. -2:15 p.m.), without permission from a staff member. If a student violates this policy, the phone will be brought to the office and disciplinary action will be taken. Office phones may be used in case of illness or in an emergency. If there is a need to contact your child during the day, please call the middle school office to leave a message for your child.

OPEN HOUSE

Parents and students are invited to a Virtual Open House on Thursday, August 20, from 5:00 p.m. to 8:00 p.m. Unfortunately, there will be no face-to-face Open House opportunities this school year. Teachers will host live virtual sessions (via Zoom) for students and parents to ask questions and get to know their teachers.

Beginning, Wednesday, August 19, you may find all of the Open House information on the ICMS web page at https://icschools.us/schools/middle_school. Included will be pre-recorded teacher video greetings and grade-specific schedules for Open House. Please be sure to view these teacher video greetings before joining the teacher's live virtual Open House.

COMMUNICATION IMPROVES EDUCATION

Both research and common sense tells us that communication between home and school improves student achievement. Our staff is encouraged to keep you informed in a number of ways. There are also many ways for you to keep in touch with them.

Voice Mail: Each teacher has a voice mail extension. If you would like to leave a message, please refer to the extension listed on the school's website and a copy is included in this packet. A return call can be expected within 24 hours.

Email: This is another good way to keep in touch with teachers. Teachers' email addresses are available on the website and a copy is enclosed in this packet.

Progress Reports are sent home midway through each marking period to provide your student's current grade in each class. Teacher comments will give suggestions for improvement. The week in which the reports will be sent home is published in the parent bulletin and on our website. If you don't receive a progress report, please contact the main office.

Homework Hotlines are set up for each grade level. If your student is absent for one day, please check our website. Homework Hotlines are updated daily. Thank you in advance in helping to keep the lines of communication open!

MYSCHOOLBUCKS!

MySchoolBucks is a new payment system which allows parents/guardians the ability to pay for all their school fees! Parents/guardians will use their student's ID number to make payments for; facility rental fees, field trips, book fines, pay to participate & other athletic fees, donations, and of course hot lunch. To access MySchoolBucks; visit icschools.us, and click the parent tab. There are additional ways to access MySchoolBucks which include; visiting myschoolbucks.com, downloading the mobile app, and a direct link thru PowerSchool. This account is free to all ICMS parents/guardians.

BUS ROUTES FOR 2020-21

The bus routes for Imlay City Schools are available on the school district website by clicking on the Transportation tab. Copies of the bus routes will also be posted at the entrances of each school building. **PLEASE NOTE! Several routes and/or bus numbers have changed this year! Please pay close attention to written route descriptions.**

FOOD SERVICE

Hot breakfast and lunches will be available on the first day of school. Prices are as follows:

Hot Lunch: \$ 3.15 Breakfast: FREE

The debit system uses a database of all students. Students will enter their ID number to make purchases. Assistance will be provided to students who need help. Parents are encouraged to prepay their child's meal account. Payment can be made on our school website using a credit card or checks may be made payable to **Imlay City Schools Hot Lunch Fund**. Be sure to indicate your child's name, grade and pin number on the check. Checks are accepted at the cafeteria checkout line.

An application for free and reduced lunches is included with this packet. Those who believe they may qualify, need to complete only one application per family, listing all family members. Families who qualified for free or reduced meals in June 2020 are still eligible when school starts until such time as their new application is reviewed. Please make sure that you sign the bottom of the application or it will need to be returned to you.

SCHOOL PICTURES

Mark **Wednesday, September 9, 2020** on your calendar as the date to look your best! School pictures will be taken during the school day. All students will have their picture taken for student identification cards, but you are not required to buy a picture package.

STUDENT ABSENCES

When your child is absent, it is very important to notify the office as soon as possible. Please call us at **724-9884** or send a note with your child on the day that he/she returns.

ICMS DRESS CODE REMINDERS

The beginning of the school year can still be quite warm; therefore, please remind your child to follow the dress code policy in the Student/Parent Handbook. **All shorts, skirts, and dresses must be at least finger-tip length.** If they are not, then finger-tip length leggings that are not see-through must be worn underneath. Slits in skirts and dresses must not come up past the fingertip. Holes in jeans must be below finger-tips unless non-see-through leggings are worn underneath. Shirts must cover the shoulder. Shirts that have cut-outs in the shoulder area will not be allowed. Tank tops and spaghetti straps are also not allowed.

Students who are in violation of the dress code will be asked to change. If they do not have extra clothes with them, they will be asked to contact their parents to bring them school-appropriate clothes. Frequent offenders of this policy may receive referrals and disciplinary consequences.

As you shop for clothes this fall and throughout the school year, please keep the dress code in mind. Thank you for your support in advance. If you have any questions about the dress code, please contact our Dean of Students.

If you have any questions, please call the office at 810-724-9811.

UPCOMING DATES

August 20- Middle School Virtual Open House

August 31- First Day of School

September 4 – No School

September 7- No School, Labor Day

September 9- School Picture Day