

NORTHFIELD MIDDLE SCHOOL

Aug. / Sept. 2018 Newsletter

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News from the Principal

Welcome to new and returning Middle School families:

Summer is a time to slow down and enjoy some extended time with family and friends. Whether it is taking a vacation, hanging out at the pool/lake or just spending time with family and friends around Northfield, summer has a different feel than the school year. Enjoy these times and don't take them for granted for each summer creates memories that last a lifetime.

Now that we have hit August, I am beginning the process of getting ready for the 2018-19 school year. I am not wishing our final month of summer away, only placing a few items on everyone's radar.

The first item is for grade 7 students only. It is a state requirement that all students entering grade 7 have up to date immunizations before they can start school. Every year this sneaks up on families and we have a large number of students who are endanger of beginning their grade 7 year on the first day. Do your best to make this a priority and check it off your summer list sooner rather than later (see specifics on page 10 in the newsletter).

The next item is for all three grades. Families are again asked to purchase iPad insurance. The cost is \$20, with an adjusted fee for families who qualify for free or reduced meals. This insurance is important to protect families from being charged for fixing or replacing a damaged iPad. These fees have typically run between \$100-\$400 and last year the middle school saw a large increase in students damaging their iPads. For specifics on how to purchase insurance, click on the link provided on page 5 (*Parent website guide*) and page 14 (*school supply lists*) in the newsletter. In addition, start talking with your students about taking care of their district iPad during the school year and as parents, please do a visual check on a regular basis.

Finally, I am asking families to not lose sight of **PRIDE** over the summer. Summer has its own unique opportunities to discuss what **PRIDE** looks like. It may come up on the athletic field, the community pool, shopping downtown or even around the house. We believe that being **Prepared**, showing **Respect**, having **Integrity**, being **Dependable** and showing **Excellence** is not just reserved for during the school day, but a way of life. Be looking to catch your students showing **PRIDE** and point it out. Doing this is important and together we are making a difference in our student's lives that will stay with them beyond their middle school years.

Please take a few minutes to read through our newsletter and be looking for weekly Skylert messages to begin the first Sunday in August.

Greg Gelineau
Northfield Middle School Principal

Volunteer at NMS

Volunteers are essential for special events, field trips, small-group discussions, long-term projects, tutoring, mentoring and other tasks that enrich the Middle School experience for our students. If you would like to know more about volunteer opportunities at Northfield Middle School, please email the volunteer coordinator Amy McBroom at amcbroom@northfieldschools.org

All volunteers need a background check on file each year. Please visit: <https://northfieldschools.org/about/volunteer/> Click on *Before you begin volunteering* and then click on the link *Background Check & Confidentiality Acknowledgment*



Trash for Cash Summer Collections

Remember to keep collecting Trash for Cash items over the summer. Our next contest will take place in October 2018. Eligible items include:

- Boxtops
- Milk Moola from Kwik Trip (Caps and Bag Strips)
- Econofoods Receipts and Our Family UPC codes
- Holyland Hummus labels
- Country Hearth & Village Hearth Loaves for Learning UPC codes



Picture Day Volunteers Needed

Volunteers are needed to help with picture registration on the Orientation days of August 21 and 22. General tasks include directing students to the photography area, distribute photo slips and generally keep order. Please contact amcbroom@northfieldschools.org if you are able to volunteer for a picture shift
Aug. 21 - 12:00-2 pm, 2 - 4 pm
Aug. 22 - 12:00 - 2 pm, 2 -4 pm



Tutors Needed for 2018-2019 School Year

Volunteers are needed to help tutor students during study hall periods. Tutors give students individual attention which helps with self-esteem, academic performance and study habits. If you would like to know more, please contact the volunteer coordinator – Amy McBroom at amcbroom@northfieldschools.org



Middle School Newsletter

As you read through the important information in this newsletter, please be looking to highlight the many important dates that will be important to both you and your student. Also, note that this will be the only paper copy of the Middle School newsletter that will be mailed home to families. Families are able to access all of our subsequent newsletters through our website or you may pick up a paper copy in the Middle School office.

Physical Education

Please be sure that your student has appropriate clothing and shoes for their P.E. class.

Thank you
Physical Education Team:



Picture Day / Student Schedules

New this year, 6th, 7th and 8th grade students will have combined school picture days **August 21 and August 22 from 12:00 p.m. to 4:00 p.m.** Lifetouch order forms will be available for pick up in the cafeteria.

Student Schedules will be made available via Family Access on August 20.



All students should have their picture taken for the yearbook. An additional **picture/re-take day** will take place on **September 25** during the school day.

Student Support Services

Here are a few upcoming dates to keep in mind:

Registration:

We finished registration for 6th, 7th and 8th grade students. If you have any questions about registration, please contact the school counselors.

Self-Guided Tours/Pictures:

Families are welcome to tour the building and take a school picture. There will be maps available near the main office. Feel free to look around. The times are as follows:

August 21: Self-Guided Tours (12:00 - 4:00 pm)

August 22: Self-Guided Tours (12:00 - 4:00 pm)

New Student and St. Dominic Orientation:

August 22, 10:30 -11:30 am, Room 162/163.

The School Counselors will host an orientation session for all new 7th and 8th grade students and St. Dominic students.

Incoming 6th grade WEB Orientation:

August 30, 7:55 am - 12:00 pm

If you are requesting transportation, please fill out the gold card you received when the counselors visited the elementary schools. **Please remember to put your child's name and address on the card.**

Jenny Streefland and Cori Yamry
Middle School Counselors

W.E.B. - Where Everybody Belongs

On **Thursday, August 30th**, Northfield Middle School will kick off its tenth annual WEB orientation to welcome our new 6th grade students to the middle school. 6th Grade Orientation Day will **begin at 7:55 a.m., and will end at 12:00 p.m.** Please mark this important date on your calendar!

The 6th Grade WEB Orientation begins with a large group assembly. Students participate in a series of spirited and interactive activities designed to make them feel comfortable in their new school and educate students with strategies that will help them be successful throughout their middle school years.

Following the assembly, students are organized into smaller groups led by two 8th grade WEB student leaders. During their small group time, the 6th graders have the opportunity to meet new people, participate in team building activities, and learn about their new school through a guided tour.

The orientation concludes with a second large group assembly that leaves the incoming 6th graders feeling energized and excited about the new school year ahead. They will leave orientation day with a feeling of connectedness to their new school. Each student will also receive their class schedule and have time to practice his/her locker combination.

Incoming 6th graders will receive an official invitation to WEB Orientation Day in August, followed by ^{[[SEP]]}personal ^{[[SEP]]}phone call from their 8th grade WEB leader. We are looking forward to meeting our incoming 6th graders!

Have a fun and relaxing summer!

NMS WEB Coordinators:

Cori Yamry^{[[SEP]]}
John Bade
Rafa Estrella



Parent Night - Wednesday, August 29, 2018

We will have a fall Parent Open House for **parents only** on **Wednesday, August 29, from 5:30 -7:30 pm** (*before the start of school*). Parents will have the opportunity learn more about Northfield Middle School and the classes that your son or daughter will be taking. There will be additional opportunities to learn more about technology, register for activities, and meet staff. Watch for more information to be sent via Skylert messaging closer to the date.

Volunteer for the Site Improvement Team

We have a unique opportunity at the middle school for parents to actively influence the direction of our academic program and school climate. The Site Improvement Team (SIT) which is comprised of representative staff, and Parents. The SIT sets goals for how the school will direct its resources in order to fulfill our mission within the school district. Members meet approximately five times during the year.

2018-19 SIT Meeting Schedule:
All meetings are from 3:15 - 4:15 pm
in MS Large Conference room 116.

Monday, November 12
Monday, January 7, 2019
Monday, March 4
Monday, April 8
Monday, May 6

Please click on the following link if you would like to join the Site Improvement Team:

[JOIN NOW](#)

Attendance: (507) 663-0655

Please call the 24-hour attendance line or email Jen Henriksen, each day that your child is absent. You may reach the attendance line at (507) 663-0655 or emailing jhenriksen@northfieldschools.org.

Emailing teachers **DOES NOT** count as official notification for state attendance records. When calling or emailing the absence, please leave your student's name, grade, reason for absence, and your relationship to the child. If calling or emailing an illness, please leave information regarding symptoms. Our health services staff is required to file a report with the State Health Department if there is an unusual increase in certain illnesses. Students who are not called in or emailed to Jen Henriksen, will be considered unex-

cused until a parent/guardian notifies us. If you should forget to call in, your child may turn in a note to the attendance window outside the office when he/she returns to school. Students may not call in their own absences.

If a parent knows of a student's extended absence in advance, the absence should be called into the attendance line or emailed to Jen Henriksen. Students should also connect with their teachers to assure any missed work will be posted to Schoology. Students are responsible for completing all work posted to Schoology. Students returning from an extended absence will need to schedule arrangements with the teacher for completing any work that could not be completed during the absence. Homework will not

be collected in the office for a student prior to absence.

Parents call attendance line 507-663-0655 or email Jen Henriksen at jhenriksen@northfieldschools.org to report the absence.

Students contact the teacher to assure that any missed work will be posted to Schoology and schedule arrangements to make up the work.

Parent Website Guide: <https://northfieldschools.org/parents/>



Northfield Public Schools provides a parent webpage. The links / icons above are your gateway to information. Take some time to familiarize yourself.

Payments: We offer online payments for student meal accounts, **iPad insurance and accessories**, as well as class and field trip fees.

Register for Activities: Middle and High School students have a wide variety of activities available for participation. / registration. Set up your account using this link.

Report an absence: Link to contact information for each school. Middle School Attendance line is 507-663-0655.

Buses: Benjamin Bus contact information and enrollment forms.

Menus: Child Nutrition Services information at your finger tips.

Schoology and Family Access: Key components to connecting you to your student’s education. See details below.

What is Schoology and how do students get access?

Schoology is Northfield Public Schools learning management system that connects students with adults and their classes. At the Middle School, we use Schoology to send students important information about what is coming up, get feedback on different topics. Students are able to communicate with teachers, pull up homework, take quizzes, submit assignments and much more from anyplace they have internet access. Schoology is a web based program that can be accessed from any computer, iPad or phone.

Logging in is easy. Students go to Schoology.com, click “Log In” and enter their school e-mail and password. Forgot your e-mail or password? Not a problem.

All students school e-mail addresses are their **first name.last name@northfieldschools.org** and passwords are the **first 4 letters of their first name and four digit lunch code** (*does not change from year to year*).

Example: yogi.bear@northfieldschools.org
 Yogi4213

Family Access / Skylert Messages

Family Access student data system involves parents in the education process and allows the District to provide information as soon as it becomes available. Parents can view their student’s attendance with a convenient calendar, access a detailed class schedule, and look at food purchases and balances online. Parents can also view grade book information

with test, assignment, and quiz scores for their students.

Additionally, Family Access is where you would sign up for Skylert messages. The Skylert system is used to send a weekly parent message from the Middle School as well as emergency communications and meal account notices.

To apply for a Family Access login and password, go to the district’s website at www.northfieldschools.org and click on **Family Access link**. At the bottom of the screen, click on “Apply Now”. Fill out the form, and login information will be e-mailed to you.

****Please edit/update your Skylert profile annually****

Middle School Athletics and Academic Activities

The Middle School offers both academic and athletic activities in the fall for students, such as: Boys/Girls Soccer (grades 7-8), Football (grades 6-8), Volleyball (grades 6-8), Girls Tennis (grades 6-8), Math League (grades 6-8) and Knowledge Bowl (grades 6-8). Registration for these activities can be done online at <http://northfieldschools.org>, click on the red clipboard icon, middle school payments, and then activities payment. You will then be asked to create an account. Registration will be the first week of August. If you have any questions regarding activities registration, please contact Jen Henriksen at jhenriksen@northfieldschools.org or 507-663-0680. Students cannot participate until registration and payment is complete. We will have schedules, correspondence from the coaches, and Schooloo-gy codes available in the office after August 20th.

Grade 7-8 football practices will start on **August 27** and run through **Thursday, August 30, from 4:00-5:30 pm.** There will be an "Open Shed" equipment pickup from the coaches on **Thursday, August 23 from 5:00-7:00 pm, and on Friday, August 24 from 9:00 am – 12:00 pm.** Please pick up your football equipment from either session to help practices run smoothly on the 27th. The normal football practice schedule will resume with the start of school on **Tuesday, September 4** with practices running **Monday through Friday, 3:15-4:45 pm.**

Boys/Girls Soccer, 6th grade Football, Volleyball, and Girls' Tennis practices will begin on the first day of school, **Tuesday, September 4. Practices will run Monday through Friday, 3:00-4:30 pm.** Grade 6 football and volleyball will not have practice on Fridays.

Math League and Knowledge Bowl will start towards the end of September. Practices will run from **3:00-4:30 pm**, once a week. Please watch for more detailed information regarding practices dates and times the second week of school during our daily school announcements, parent skylerts, or paper copies that can be found outside the main office.

To find more information on practice and game schedules, or any activity questions, please contact Jen Henriksen at jhenriksen@northfieldschools.org or 507-663-0680. You may also visit www.big9.org for all scheduled games. If you do not have access to a computer to complete the registration process, you may come to the MS Office after **August 6, from 8:00 am – 3:30 pm.**

For daily game announcements during the school year, you can call our **Activities Hotline at 507-645-3559.** This line provides updated information regarding our MS activity schedules, or if there are cancellations due to weather.

A colorful, stylized logo for "Clubs & Activities". The word "Clubs" is in a yellow-to-orange gradient, "&" is in red, and "Activities" is in a blue-to-purple gradient. All letters have a thick, dark outline.

Cell Phones and Electronics

Cellular phone use is prohibited during school hours at the Middle School. All cell phones should be turned off prior to entering the academic wings. The expectation for cell phones is that they are not needed between the times of 7:45 am to 2:51 pm. If there is a need for a student to have a cell phone at school, staff should not hear it or see it. It should be put in a locker during the day.

Cell phones are not permitted in classrooms, during transition times, or in the lunchroom between 7:45 am and 2:51 pm. If any staff member sees a phone out in classrooms, during transition times, or in the lunchroom, it will be labeled and taken to the office. The phone can be picked up after 2:51 pm. Additionally, video recording students or staff without their consent is prohibited at Northfield Middle School.

We appreciate your support with these policies.



Parent Phone Number and Address Changes

Has your family experienced a change in home or cell phone numbers, residence and mailing address changes or a change in e-mail address since last year? If so, please notify the office of any changes.

You may do so by calling 507.663.0664 or e-mail the change to Kimberly Tousignant: ktousignant@northfieldschools.org

Maintaining up-to-date parent information is the best way to insure that we can contact you in a timely manner. Thank you for your assistance with this request.

Announcements and News on the Web!

Middle School students start each day with televised morning announcements. These announcements are also posted on our middle school website during the school day. Parents can access the announcements by going to www.northfieldschools.org and clicking on Northfield Middle School and then announcements. Announcements usually remain posted by date for approximately two weeks. In the event that our webmaster is absent, there may be a delay in

posting. Our eight-minute long, student run morning news show is available for streaming from our website. Please check it out.

Our bi-monthly parent newsletter is also posted on the web. You can access this information by going to www.northfieldschools.org then clicking on News and Publications and then Newsletters. You will find newsletters for all buildings on this webpage.

Parents are also invited to check out

the Northfield School District web page at www.northfieldschools.org. If parents have not already done so, they can create a Family Access account to view student data. You can apply for an access user name and password on line. You should receive this information back via e-mail within a couple of days.

August / September 2018

Orchestra News

Welcome Back!

All orchestra students should plan to play on their first day of orchestra in the fall. Violin and viola students should bring their instrument from home, while cello and bass students use instruments kept in the orchestra room. Please check that your child's instrument case is labeled with their name, address and phone number before it is brought to school.

I would also like to let you know what materials students will be using in the fall. These books are available at most music stores, or can be purchased at school.

6th Grade Orchestra students will use String Basics, Book 2

7th Grade Orchestra students will use String Basics, Book 2 (6th Grade book) & Essential Technique for Strings, Book 3

8th Grade Orchestra students will use Essential Technique for Strings, Book 3 (same book as 7th Grade)

Enjoy the remainder of the summer, and I am looking forward to a great year ahead!

Mrs. Olivier

holivier@northfieldschools.org



Band News

Welcome back to school! I'm looking forward to another great year of making music with Northfield Middle School Band students.

Students won't need their instruments for the first day of band, but should bring them to the second day. 6th Graders should also bring their red band book from last year. All students will be assigned a locker for their band instrument. 7th and 8th Graders will have the same locker as last year. Students can bring a lock to lock their band lockers if they would like to. Most students don't find it necessary to lock their band lockers.

Band lessons will not start until the third week of school. Once the lesson schedule has been completed, all band students will have access to it in schoology. I will do most of my communication to students through schoology, and I highly recommend that families access the student schoology accounts as well.

Remember that music is for life! Please encourage your son or daughter to stick with music until they are at least old enough to understand what they might be missing if they quit...high school at least!

Feel free to email or call me if you have any questions about the band program.

Ethan Freier

efreier@northfieldschools.org

507.663.0673



Student Council

The Northfield Middle School student council is made up of sixth, seventh, and eighth grade students. There are six student members from each grade. These student council members organize events for our school community throughout the year. They also raise money for charities and school-wide initiatives.

In mid September we will be in the process of conducting elections for our sixth grade representatives. Once the elections take place, we will have three new representatives from each team. We will announce the results of the election in the next newsletter.

In the next newsletter, we will also include the dates for our Films 4 the Foodshelf events and the dances. These student council activities are popular events that we would not want you to miss!

Frau Burkhead and Mrs. Kuehl
Student Council Advisors



Knowledge Bowl

Junior High Knowledge Bowl is the Middle School's newest academic activity. All middle school students (grades 6-8) are able to participate in this activity which involves competition from other schools in the Southeast Region of the Minnesota Service Cooperative. During the contest, teams of students compete in written and oral rounds by answering questions related to all areas of learning, typical of secondary educational programs. Questions test students recall, problem solving, and criti-

cal thinking skills. This competition provides a format for student growth centered around academics. Teams consist of six students (6 competing in the written round and 5 competing in each oral round).

Northfield teams will compete in Round Robin competitions at the Southeast Service Cooperative (SSC) once in October, November and December. Each team then competes in a Sub-Regional competi-

tion and the top twelve teams from each tier advance to Regionals in January. We will start forming our team in mid-September, soon after the start of school. Please let me know of any questions you have about Knowledge Bowl and Northfield Middle School.

Advisor: Chris O'Neill
coneill@northfieldschools.org

Math League

Northfield Middle School's Math League program is part of the the Minnesota Junior High School Mathematics League, whose purpose is to encourage students to participate in math contests, serve as a "farm club" for the MSHSML (high school program), enable students to meet mathletes from other schools, and to provide recognition for students excelling in mathematics.

Our NMS teams belong to a division with 5 other schools - Kenyon-Wanamingo, Goodhue, Mazeppa, Zumbrota, & Cannon Falls. Each meet has three parts to it:

two timed individual tests and one timed team test. Mathletes' individual scores are recorded throughout the season and awards are presented at the last meet in January. Team scores are also recorded and acknowledged at the end of the season.

Practice sessions are on Mondays from September 24 through the final meet in January. These practice sessions are from 3:00 - 4:00, and are used to review competition questions from previous years in preparation for upcoming meets.

There are five competitions per year that occur on Mondays after school at Kenyon-Wanamingo. Transportation is provided to and from the event.

The meets for this coming school year are 10/8, 10/29, 11/19, 12/10, and 1/7.

Advisor: Anne Jarvis
ajarvis@northfieldschools.org

Nurse Notes

Information for all NMS students/
parents/guardians:

Summer is a good time to get dental/
vision exams and physicals/
immunization review scheduled before
the start of the next school year!
Minnesota State Immunization Law
states all students who attend public
schools must provide the required
immunizations OR a Legal Exemption.
Students who are non-compliant will not
be allowed to attend school according to
MN law.

*This law pertains to all students but 7th
grade is most affected. Requirements for
incoming 7th grade are: all childhood
shots and an updated Tdap, Meningitis-
MCV and 2 varicella or proof of
Chickenpox. Rice County Public Health
provides immunizations for those who
qualify. See Minnesota Department of
Health website for more information on
immunizations and disease.

*Middle School students who will be
participating in High School Sports are

required to have a sport physical on file
before participating. A copy should be
given to both the High School activities
office and the NMS nurse office. Sport
Physicals are valid for 3 years and must
be on the appropriate MN High School
League Sport Physical form. Please note:
these are not automatically sent from the
clinic, you must request a copy and
provide it to the nurse office. (Sport
physicals are not required for Middle
School sports.)

*Students with specific health needs such
as Diabetes, Seizures, Asthma, Severe
allergies, etc. will need to provide a care
plan/med order from your physician
yearly.

*Students needing administration of
medication at school requires a physician
order form and signed by the parent/
guardian yearly. Medication must be in a
properly labeled container. Medication
order forms may be printed off of the
School District website or picked up in
the nurse office during the school year.
Parent/guardians will be expected to

deliver their students prescribed daily
medications such as Ritalin, Adderall,
Anti-depressants, etc. Students may not
carry those medications in their school
bag. Unclaimed controlled substances
will be discarded at the Police Station at
the end of the school year.

* Parents/guardians are responsible for
providing their students necessary health
supplies, health updates, emergency
medication for field trips and daily needs
while at school.

The School Nurse office is staffed while
school is in session, and only part time
the week before school starts. You may
mail/FAX 507-663-0660/email or drop
off health information for the school
year. Please review the emergency phone
numbers/contacts you have given the
school. Provide updates so that school
staff can reach you when needed.

Nancy Becker, RN
Middle School Health Services
nbecker@northfieldschools.org
Phone: 507-663-0656 (during the school
year)

IMMUNIZATIONS REQUIRED TO ENTER 7TH GRADE:

All students entering 7th grade in the fall of 2017 must have all required childhood immunizations on file, **or** a legal exemption, in order to attend public school in Minnesota. Summer is the perfect time to complete immunizations for your student. Contact your local clinic or Rice County Public Health (507-645-9576) to schedule an appointment. Parents may review their student's current health record on Family Access

Required immunizations for students entering 7th grade:

Tdap (tetanus/diphtheria/pertussis) – *if they have not had Tdap after their 7th birthday, then a new one needs to be given for entrance to 7th grade.*

Varicella vaccine - *two shots are required if student has never had chicken pox*

or chicken pox reporting: only persons who had chickenpox in 2010 or later, must have provider documentation of disease.

Parent may report the disease to the school if before that date.

Meningococcal (meningitis)

Please mail (NMS 2200 Division Street South, Northfield, MN 55057), fax (507-663-0660), **or** deliver immunizations to the NMS Health office **by August 24th, 2018**. Students not in compliance with state law will have their iPad disabled or withheld until proper documentation is in place at school.

Middle School Youth Center (MSYC)

The Middle School Youth Center (MSYC) is a free after-school program, dedicated to fostering in youth a sense of personal engagement with their school, community, and their individual gifts and potential. Located at the Northfield Middle School, the program welcomes Northfield youth in grades 6 to 8. It's open from 3 to 5 p.m., Monday through Thursday, when school is in session.

Middle School Youth Center will open on Monday, September 24, 2018.

The first three days will be
grade level orientation :
Monday 8th grade
Tuesday 7th grade
Wednesday 6th grade
Thursday everyone

Drop in for homework assistance, skills workshops, recreation and cultural activities. Call Community Services at 507.664.3649 for more information or visit our website:

[www.northfieldschools.org/
communityservices/youth/](http://www.northfieldschools.org/communityservices/youth/)

Northfield Public Schools Community Services

Walk! Bike! Fun! \$9

entering grades 4-8

August 13, 9 a.m.-1:30 p.m.

Bridgewater Lower Parking Lot - Walk! Bike! Fun! is a great way to engage children in learning pedestrian and bicycle safety, as well as a great way for youth to stay active and healthy.

Child & Babysitting Safety Class (CABS) \$59

boys and girls entering grades 4-8

August 8, 9 a.m.-12 p.m.

NCRC Room 225

Helmets for biking and skateboarding can be purchased by anyone in the community through Community Services ([1651 Jefferson Parkway](http://1651JeffersonParkway)). Hours are 8 a.m. to 4:30 p.m., Monday through Friday. Children, youth and adult helmets are available.

Registration for fall 2018 opens August 10! Be on the lookout for new and exciting programming arriving in your mailbox and online! For more information or to register for these great programs visit us online at www.northfieldschools.org (follow the Community Services link), call 507-664-3649, or visit our office on the first floor of the Northfield Community Resource Center at 1651 Jefferson Parkway, Northfield. **Scholarships are available for all programs.**

Upcoming Events ~ 2018-2019 School Year

(Calendar may be subject to change. Please check website for updates.)

August 1	Athletic Registration begins
August 7	Northfield Promise Fair / Youth Fair, 5:00 pm, Greenvale & Bridgewater Schools
August 21 & 22	MS Picture Day and Self-guided Tours, Noon to 4:00 pm,
August 22	New Student / St. Dominic Orientation, 10:30 - 11:30 am, room 162
August 22 & 23	New Teachers In service
August 23	WEB Leader Training 7:00-12:30 PM-CY
August 24	WEB Leader Training, 7:00 - 2:30 pm
August 27 - 30	Welcome Back to NMS Staff / All Teachers Report
August 29	Parent Open House, 5:30 pm - 7:30 pm, Whole Building
August 30	6th Grade WEB Orientation Day, 7:55 am - Noon
September 3	No School / Labor Day
September 4	First Day of School (7:57 am start)
September 25	Picture Retake Day, confirmed
October 11 & 16	MS Fall Conferences, 3:30 - 7:30 pm
October 18 - 19	No School / MEA Break
October 23	Rep Group meetings
October 26	Films for Food Shelf, 3:00 pm, MS auditorium HK 1.5.2018
November 2	End of 1st Quarter
November 5	No School / Teacher Preparation Day
November 6	Beginning of 2nd Quarter
November 12	Site Improvement Team, 3:15 pm, room 116
November 12 - 16	Prairie Fire Theatre - Community Services, 3:30 - 8:30 pm, MS Auditorium
November 13	7th Grade Vision and Hearing Screening
November 21 - 23	No School / Thanksgiving Break
December 7	MS Dance, 3:00 pm HK 1.5.2018
Dec. 20 - Jan. 1, 2019	No School / Winter Break



Prepared
Respect
Integrity
Dependability
Excellence

Northfield Middle School 2018-2019

Monday, Tuesday, Thursday & Friday

Period	Schedule
1	7:57 – 8:54
2	8:58 – 9:48
3	9:52 – 10:42
4A	10:46 – 11:11
4B	11:14 – 11:39
4C/5	11:42 – 12:07 *5D Students begin 5 th hour
5D	12:10 – 12:35
5	12:38 – 1:03
6	1:07 – 1:57
7	2:01 – 2:51

Wednesday ~ Late Start Schedule

Period	Schedule
1	8:57 – 9:42
2	9:46 – 10:24
3	10:28 – 11:06
4A	11:09 – 11:34
4B	11:37 – 12:02
4C/5	12:05 – 12:30 *5D Students begin 5 th hour
5D	12:34 – 12:59
5	1:02 – 1:27
6	1:31 – 2:09
7	2:13 – 2:51

Supply Lists for 2018-19

MS Families:

To help you prepare for the school year, below is a list of basic supplies that are recommended to help students be organized and successful. We encourage you to reuse and recycle supplies from previous years whenever possible. A number of sources are available to support families with backpacks and school supplies. Please contact your child's counselor for assistance:

Last names **A-L** = Ms. Streefland jstreefland@northfieldschools.org Last names **M-Z** = Mrs. Yamry cymamry@northfieldschools.org

**Note: Other course specific fee information will be included in the course syllabi.*

6th Grade Supply List 2018-2019

Ear buds (all students)

*Four (4) spiral notebooks (1) writing, (1) social studies, (2) math, *college rule preferred

*composition notebooks (2) - for writing and science classes; *paper cover, please (no plastic)

*pencils (36) - pre-sharpened preferred; *(12 for base class donation and 24 for personal use)

large pink eraser (1)

highlighter (1)

black ultra-fine Sharpie marker (1)

large glue stick

2 boxes of facial tissue (Base Class)

colored pencils (box of 24)

STRONGLY SUGGESTED:

3-ring zipper binder (to hold notebooks and folders)

3-hole zippered storage pocket (to hold supplies)

iPad Insurance fee (*sliding fee scale*):

\$20.00 (Full), \$15.00 (Reduced), \$10.00 (Free)

*Pay ONLINE <https://northfieldschools.revtrak.net/Middle-School-Payments/School-Fees-13/MS-iPad-Accessories/#/list>

6th grade Spanish class with Ms. Biber-Bekhechi: spiral notebook (1) wide or college rule & two-pocket folder (1)

7th Grade Supply List 2018-19

Ear buds (all students)

pencils, No. 2 (24)

eraser

highlighters (1 or 2)

black pens

12" ruler

glue sticks

loose-leaf paper (1)

2 boxes of facial tissue – (first hour teacher)

1 three-subject notebook – for Mr. Howard's Spanish classes

1 two-pocket folder – for English 7 (Ensrud & Kuehl)

1 two-pocket folder - for Ms. Biber-Bekhechi's Spanish & French

1 single subject notebook - for Ms. Biber-Bekhechi's Spanish & French

OPTIONAL:

3-ring zipper binder (to hold notebooks and folders)

3-hole zippered storage pocket (to hold supplies)

basic calculator for math classes

iPad Insurance fee (*sliding fee scale*):

\$20.00 (Full), \$15.00 (Reduced), \$10.00 (Free)

*Pay ONLINE <https://northfieldschools.revtrak.net/Middle-School-Payments/School-Fees-13/MS-iPad-Accessories/#/list>

8th Grade Supply List 2018-19

Ear buds (all students)

one subject notebook or loose leaf paper (Math)

Scientific calculator required, graphing calculator recommended.

composition notebook (1) Geoscience (McDonough, Croone)

pencils, No. 2 (24)

highlighters (2)

black or blue pens (2)

large three ring binder or zippered binder (1)

2 boxes of facial tissue (first hour teacher)

iPad Insurance fee (*sliding fee scale*):

\$20.00 (Full), \$15.00 (Reduced), \$10.00 (Free)

*Pay ONLINE <https://northfieldschools.revtrak.net/Middle-School-Payments/School-Fees-13/MS-iPad-Accessories/#/list>

1 three-subject notebook – for Mr. Howard's Spanish classes

1 single subject notebook & 1 two-pocket folder - for Ms. Biber-Bekhechi's Spanish & French

Graph paper – Math classes

Annual Notifications from the District Office

Student Citizenship Handbook Distributed

The 2018-2019 Student Citizenship Handbook is distributed to all secondary students on their iPad and the youngest elementary school-aged child in the family.

The handbook includes information regarding expectations for student behavior. The handbook includes a comprehensive list of regulations for student behavior and consequences for misbehavior. Included in the handbook is the district's policies on Bullying, Hazing, Personal Possessions/Lockers, Technology Use, Harassment, Possession of Controlled Substances, Weapons, and Student Use and Parking of Motor Vehicles (including patrols, inspections and searches). Consequences are consistent, but vary depending on the severity of the offense, the student's grade level and previous violations. The handbook also includes a chart that outlines offenses that could possibly lead to expulsion.

The rights and responsibilities detailed in the handbook apply to students in any school, on district property, at school bus stops and at school or district events. Consequences may also apply for misbehaviors that take place at other locations, but which directly affect school programs or activities.

Parents are encouraged to read and review information in the handbook with their student(s) before finding a place to save it for the school year. Teachers will also briefly review information in the handbook with students at the start of the school year.

If your student's handbook is misplaced, you can pick up a copy at your student's school. The handbook is also available online at <http://northfieldschools.org/about/handbooks/>

Northfield Public Schools in Compliance with AHERA

The Asbestos Hazard Emergency Response Act (AHERA) of 1986 requires the district to notify parents annually concerning asbestos-containing building materials in the schools, and that the management plan for each building is available for their review. Federal law requires a periodic walk-through (called "surveillance") every six months of each area containing asbestos. In addition, the law requires all buildings to be re-inspected every three years after a management plan went into effect. IEA (Institute for Environmental Assessment) completed this for the Northfield Public Schools in 2013. For the 2018-19 school year, Northfield Public Schools does not have any asbestos removal projects planned. This past summer, Northfield Public Schools continued the abatement of mercury/asbestos containing flooring at Sibley Elementary School. Any questions concerning this notice or an explanation of our Asbestos Management Plan can be directed to the Director of Buildings and Grounds at 507.663.0610.

The following notice is published pursuant to Minnesota law, "Parents Right to Know Act."

Northfield Public Schools recognizes the importance of our students' and employees' health and well-being. Therefore, we are examining and reducing our use of pesticides and utilizing Integrated Pest Management techniques in our school buildings and on school grounds to minimize the possible long-term unknown health effects of pesticides.

Northfield Public Schools will make available, in the school district office, for parents and employees, the estimated schedule of application of pesticides classified by the United States Environmental Protection Agency as designated under the Federal Insecticide, Fungicide and Rodenticide Act. Parents may also request that the school district notify him/her prior to the application of such pesticides on a day different from the days specified in the notice. If a person would like to be notified prior to application, please provide an email address or a name and telephone number to the Buildings & Grounds Department at 507.663.0610.

Indoor Air Quality

Northfield Public Schools continues to improve an indoor air quality management plan for the district. The management plan is based on the Environmental Protection Agencies (EPA) "Tools for Schools." It addresses policies and procedures that will be used in the schools to address indoor air quality issues. The plan's goal is to provide indoor air quality that contributes to a favorable learning environment for students, productivity for teachers and staff, as well as an environment that is as healthy as possible.

Indoor Air Quality continued...

However, the intent of the plan is not to solve all indoor air quality concerns in a school, rather the intent is to provide a road map to assist in managing indoor air quality. The Indoor Air Quality Committee has joined the Health and Safety Committee to review and continually update the management plan. If you have any questions concerning indoor air quality, or would like to see the EPA Tools for Schools checklists, please contact the District Indoor Air Quality Coordinator at 507.663.0610.

Special Education Services Available at all Schools

Federal and state laws guide the school district in identifying, evaluating and serving students with disabilities.

Northfield Public Schools serves students with disabilities from birth through age 21. A team of special educators, general educators and families work together to develop an Individualized Educational Plan (IEP) for students who meet the criteria for services. The IEP team considers the student's present level of performance, identifies educational needs and develops goals to meet those needs. The team determines the educational program that will serve the student in the least restrictive setting.

Northfield Public Schools provides a continuum of services for students with disabilities. Most students receive special education in their neighborhood school. The district also has specialized, center-based programs for students who need more support.

For more information on identifying, evaluating and providing service to students with disabilities, contact your child's school principal or Cheryl Hall, Director of Special Services, at 507.645.3410.

District in Compliance with State-Required Background Checks

Parents and community members are always encouraged to apply as an employee or volunteer at their student's school and/or with Northfield Public Schools. Volunteers provide a valuable service to students and staff. Minnesota Statute requires a school hiring authority to request a criminal history background check on all individuals who are offered employment in a school and on all individuals, except enrolled student volunteers, who are offered the opportunity to provide athletic coaching services or other extracurricular services to a school, regardless of whether any compensation is paid. Parents and community members who volunteer on a regular basis must complete a background check before serving students affiliated with Northfield Public Schools.

Data Privacy Practices

Pursuant to the requirements of state and federal law, the following constitutes Northfield Public Schools Annual Notification to parents and students regarding data privacy practices.

Northfield schools maintain educational records on all students to help plan the student's educational program, communicate with parents/guardians, and comply with state regulations. Student records include information such as standardized achievement and ability test data, grades, attendance records, health/medical records and evaluation by professional staff.

Except in limited circumstances authorized by law, most information from student records will not be released to members of the public without the written permission of the student's parent or guardian, or of the student, if he or she is 18 or older.

District policy guarantees parents/guardians (and students 18 and older) the right to examine the contents of their own student's records except those items that are, by state or federal law, made confidential.

Parents/guardians (and students 18 and older) have the right to challenge the accuracy of these records and also the right to authorize or deny release of records requested by a third party.

The district forwards educational records of students to other schools and school districts in which the student seeks or intends to enroll upon request of that school or school district. Parents are not notified prior to this transfer.

This review of the data privacy rights of students in the educational records maintained by Northfield Public Schools is intended only to be a summary of the district policy and applicable state and federal law. The policy can be found at <http://nfld.k12.mn.us/files/Board-Policy-515-Protection-and-Privacy-of-Pupil-Records-Approved-8.25.08-Updated-December-20132.pdf> Questions should be addressed to: Dr. Matthew J. Hillmann, Superintendent, Northfield Public Schools, 1400 Division Street South, Northfield, MN 55057 or by calling 507.663.0629.

Notice of Designation of Directory Information

School districts are required by state and federal law to notify parents and students that certain information contained in a student's education record may be made public without prior written consent. The Northfield Public Schools designates the following as "directory information" and may, in accordance with the Minnesota Data Practices Act, release the following directory information without permission unless the district has been notified that it should not be released.

- Student's name, address, telephone number
- Parent's name, address, telephone number
- Student's date of birth
- Student's major field of study
- Student's dates of school attendance, grade level completed, enrollment status
- Student's participation in officially recognized activities/sports
- Student's height and weight, if a member of an athletic team
- Middle and High School Student Athletic Physical Examination Expiration Date
- Student's degrees, honors and awards received
- Student's most recent educational agency or institution attended
- Student's photograph(s), videotapes and other visual representations for school-approved publications, yearbooks, newspapers, public presentations and web pages.

A parent/guardian of a student or an eligible student (18 years of age or older) may object to the listed directory information being disclosed without the parent/guardian or eligible student's prior written consent except to school officials as provided under federal law. In order to make all directory information private, the parent/guardian or eligible student must submit a completed Denial of Release of Directory Information (Appendix C to Policy 515-Protection and Privacy of Pupil Records) to your student's building principal or the Superintendent of Schools. This designation will remain in effect for the current school year only.

Federal and state laws require all school districts to provide military recruiters, upon request, with the name, address and telephone number of all 11th and 12th grade students within 60 days after the date of the request unless the parent or eligible student (students over 18 years old and not a dependent) requests that the information not be provided without written permission. If you do not want Northfield Public Schools to release your student's name, address and telephone number to a military recruiter, you must complete Appendix D (Denial of Release of Information to Military Recruiters) to Policy 515-Protection and Privacy of Pupil Records. Please note that if you previously submitted a Denial of Release of Directory Information (Appendix C), it alone will not be sufficient. The law requires that a specific denial of access to military recruiters be made. **In order to make all directory information about a student private to the public in general, including military recruiting officers, the parent/guardian or eligible student must complete Appendix C and Appendix D.**

APPENDIX C **DENIAL OF RELEASE OF DIRECTORY INFORMATION**

Parents/Guardians:

Your child's photo will not be in the yearbook or in class pictures if you sign this document.

I understand that by signing this Denial of Release of Directory Information, the affected student's name will not appear on some lists such as honor rolls. Further, I understand that I am denying release of all the directory information listed below.

Pursuant to the Notice of Designation of Directory Information, directory information **MAY NOT** be released without my expressed written consent:

Directory Information:

- * Student's name
- * Student's address
- * Student's telephone listing
- * Student's photograph
- * Student's date of birth
- * Student's major field of study
- * Student's dates of school attendance
- * Student's grade level completed (i.e., first grade, tenth grade, etc.)
- * Student's enrollment status (full-time or part-time)
- * Student's participation in officially recognized activities/sports
- * Student's height and weight, if a member of an athletic team
- * Middle and High School Student Athletic Physical Examination Expiration Date
- * Student's degrees, honors and awards received
- * Student's most recent educational agency or institution attended
- * **Student's photographs, videotapes and other visual representations for school-approved publications, yearbooks, newspapers, public presentations and web pages.**
- * Student's parent(s) name, address and telephone number

Submitting this Denial of Release of Directory Information does not affect the release of directory information to Military Recruiters. In order to make all directory information about a student private to the public in general, including military recruiting officers, the parent/guardian or eligible student must complete the form below and also complete and submit a Denial of Release of Information to Military Recruiters (Appendix D).

The designation of directory information about a student as private will remain in effect for the current school year.
Return completed and signed copy to the Building Principal or the Superintendent of Schools by September 7, 2018.

Signed _____ Address _____
(Parent/Guardian/Eligible Student)

Date _____

Student Affected _____ Address _____

School Currently Attending: _____
5/12

Northfield Public Schools 2018-2019 School Calendar

Approved revision by School Board
February 26, 2018

July 2018						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

July	
4	Independence Day

January 2019						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January	
1	No School, New Year's Day
21	No School, Martin Luther King Jr. Day
24	End of Second Quarter
25	No School, Teacher Preparation Day
28	Beginning of 3rd Quarter and Second Semester

August 2018						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August	
22,23	New Teacher Inservice
27-30	Staff Development Days
31	Teacher Preparation Day

February 2019						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

February	
18	No School, Staff Development Day

September 2018						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

September	
3	Labor Day
4	First Day of School

March 2019						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

March	
22	End of Third Quarter
25-29	No School, Spring Break

October 2018						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

October	
18-19	No School, MEA

April 2019						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

April	
1	No School, Teacher Preparation Day
2	Beginning of 4th Quarter

November 2018						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

November	
2	End of First Quarter
5	No School; Teacher Preparation Day
6	Beginning of 2nd Quarter
21-23	No School, Thanksgiving Break

May 2019						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

May	
27	No School, Memorial Day

December 2018						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

December	
Dec 20-Jan 1	Winter Break, No School

June 2019						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

June	
2	Graduation
7	Last Day of School (2-hr early dismissal)
10 & 11	Possible make-up day for students & teachers
12	Possible make-up day for teachers

Weather make-up days:

If school is closed 3 days, make-up day is 6/10.

If school is closed 4 days, makeup days are 6/10 and 6/11.

If additional days are cancelled, teachers only will make-up on 6/12.

 Holidays, No School  Holidays

 No School

 No School, Teacher Preparation or Staff Development Days

Student Days:

Term 1: 42 days

Term 2: 45 days

Term 3: 39 days

Term 4: 48 days

TOTAL: 174 days

Summary:

174 student contact days

9 non-student contract days

4 contract days off calendar (4 conferences)

TOTAL: 187 contract days

87 days - first semester; 87 days - second semester

NORTHFIELD PUBLIC SCHOOLS
2018-19 Calendar
Approved revision by School Board February 26, 2018

New Teacher Activities

August 22 and 23

Pre-School Days for all Teachers

August 27, 28, 29, 30 (Staff Development Days) August 31 (Teacher Preparation Day)

September 3 **No School.** Labor Day
September 4 First Day of School/Beginning of 1st Quarter

October 18-19 **No School.** MEA Break

November 2 End of 1st Quarter (42 days)
November 5 **No School.** (Teacher Preparation Day)
November 6 Beginning of 2nd Quarter
November 21-23 **No School.** Thanksgiving Break

Dec. 20-Jan.1 **No School.** Winter Break

January 21 **No School.** Dr. Martin Luther King's Birthday
January 24 End of 2nd Quarter (45 days)/End of First Semester (87 days)
January 25 **No School.** (Teacher Preparation Day)
January 28 Beginning of 3rd Quarter and Second Semester

February 18 **No school.** Teacher staff development day.

March 22 End of 3rd Quarter (39 days)
Mar 25-29 **No School.** Spring Break

April 1 **No School.** (Teacher Preparation Day)
April 2 Beginning of 4th Quarter

May 27 **No School.** Memorial Day

June 2 Graduation
June 7 **Last Day of School.** 2-hour early dismissal
 End of 4th Quarter (48 days); End of Semester (87 days)

June 10 **Possible make-up day for students and teachers.**
June 11 **Possible make-up day for students and teachers.**
June 12 **Possible make-up day for teachers only.**

*** Students and Teachers Possible Make-Up Days for 2018-19**

- If two (2) days are cancelled, no make-up days for students or teachers.
- If three (3) days are cancelled on or before April 15, 2019, students and teachers will make-up the student contact day on Monday, June 10, 2019.
- If four (4) days are cancelled on or before April 15, 2019, students and teachers will make-up the student contact days on Monday, June 10, 2019 and Tuesday, June 11, 2019.
- If additional days are cancelled, teachers only will make-up on Wednesday, June 12, 2019.

NORTHFIELD MIDDLE SCHOOL
2200 Division Street South • Northfield, MN 55057



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Permit No. 19



Picture Day / Self Guided Tours:

August 21 & 22, 2018 ~ 12:00 Noon - 4:00 p.m.

Parent Open House:

August 29, 2018 ~ 5:30 - 7:30 pm

6th Grade WEB Orientation:

August 30, 2018 ~ 7:55 am - 12:30 pm

First Day of School:

September 4, 2018