

AIM HIGH

ATTITUDE
INTEGRITY

MAKE A
DIFFERENCE



Discovery Middle School Mission and Vision

It is the mission of Discovery Middle School staff, students, parents, and community to ensure all students show continuous growth in academics, social, emotional, and physical areas. This is accomplished through a partnership with parents to create a safe, focused, and interactive learning environment rich in content, creativity, and experiences where students have ownership and maximize their learning. Growth will be measured with respect to school, state, and district standards through surveys, observations, testing, and other strategies. Support and resources are provided so that all students are responsible, contributing citizens.

The vision for Discovery Middle School is supported by the following beliefs:

- Learning is a lifelong process.
- All students can learn.
- Students learn best in well-managed classrooms with clearly defined expectations and procedures.
- Students are actively involved in understanding and applying their learning.
- The atmosphere of the school is comfortable and welcoming.
- Student work and accomplishments are visible.
- Technology is integral to instruction, curriculum, and assessment.
- There is a healthy, safe, nurturing, and respectful learning environment.
- Parents, teachers, and other members of the school community demonstrate respect for education through their availability to, and support for, all members of the school population.
- Challenging and motivating learning opportunities are provided for all students.
- Students recognize their individual strengths and weaknesses by monitoring their growth through goal-setting.
- Learning experiences are designed to meet the individual needs of the students.
- Students are provided the opportunity to participate in a wide variety of extracurricular activities and associations.
- There is a commitment to better health as evident in an integrated health and fitness program that is provided to all students.
- Social and emotional needs of students are met through a variety of opportunities.
- Students, staff, parents, and community members work together to create opportunities for students to participate in serving their community.



ATHLETIC PHYSICALS

For your convenience, we are offering sports physicals for any current 6th or 7th grader who wishes to participate in Discovery Middle School athletics for the 2016-2017 school year. These are also open to any incoming 5th graders wanting to participate in cross-country or wrestling at Discovery for the 2016-2017 school year.

Physicals are scheduled for Wednesday, May 3, 2017 at 4:00 PM. in the Discovery Middle School locker rooms. Dr. Graham from River Valley Orthopedics & Sports Medicine, P.C., will be here to give physicals. The cost is **\$20.00 CASH** per student and the physicals are good through the entire 2017-2018 school year. **Please note, however, that physicals must be filed with the main office each year.**

A physical is necessary for tryouts as well as practices and regular season events. All students who are planning to participate in a fall sport must have a physical and an Athletic Code of Conduct on file on or **before the first practice.** This includes the first day of a practice or tryout for all sports.

If the DMS physical form is not completed at the time of the physical, the physical cannot be completed at Discovery Middle School and you will need to make an appointment elsewhere for your child's physical.

Physicals must be dated **after April 1st** to count for the 2017-2018 athletic season.

The following is needed to participate in the DMS sports physicals:

- **\$20.00 CASH only**
- **The top portion of the physical form completed**
- **Checking off the appropriate type of insurance**
- **Parent/Guardian signature on the physical form and Athletic Code of Conduct**
- **Student signature on the physical form and Athletic Code of Conduct**
- **All forms are available at discovery.phmschools.org/node/5**

Once completed, each student's physical form and Athletic Code of Conduct will be kept on file in the Main Office at Discovery. If you have any questions, please contact Mr. Vandygriff at 258-9500 ext. 41210 or svandygriff@phm.k12.in.us.

Scott Vandygriff
Athletic Director

Reminder: A new physical is required for athletes each school year and dated after April 1st.

DISCOVERY MIDDLE SCHOOL

Daily Schedule

8:50 A.M. Buses Unload

4:00 P.M. Dismissal Bell

9:05 A.M. Tardy Bell

4:10 P.M. Buses Depart

6th Grade	9:05-9:35 30 min Read	9:35-10:30 55 min Period 1	10:35-11:30 55 min Period 2	11:35-12:30 55 min Period 3	12:30-1:00 30 min 6th Lunch	1:05-2:00 55 min Period 4	2:05-3:00 55 min Period 5	3:05-4:00 55 min Period 6
	7th Grade	9:05-9:35 30 min Read	9:35-10:30 55 min Period 1	10:35-11:30 55 min Period 2	11:35-12:30 55 min Period 3	12:35-1:30 55 min Period 4	1:30-2:00 30 min 7th Lunch	2:05-3:00 55 min Period 5
8th Grade	9:05-9:35 30 min Read	9:35-10:30 55 min Period 1	10:35-11:30 55 min Period 2	11:30-12:00 30 min 8th Lunch	12:05-1:00 55 min Period 3	1:05-2:00 55 min Period 4	2:05-3:00 55 min Period 5	3:05-4:00 55 min Period 6

DISCOVERY MIDDLE SCHOOL

2 Hour Delay Schedule

10:50 A.M. Buses Unload
11:05 A.M. Tardy Bell

NO WDMIS/READ TIME

6th Grade	11:00 - 11:05	11:05 - 11:45 40 min Period 1	11:50 - 12:30 40 min Period 2	12:30 - 1:00 30 min 6th Lunch	1:05 - 1:45 40 min Period 3	1:50 - 2:30 40 min Period 4	2:35 - 3:15 40 min Period 5	3:20 - 4:00 40 min Period 6
	7th Grade	Office Announcements	11:05 - 11:45 40 min Period 1	11:50 - 12:30 40 min Period 2	12:35 - 1:15 40 min Period 3 7th Lunch	1:15 - 1:45 30 min 7th Lunch	1:50 - 2:30 40 min Period 4	2:35 - 3:15 40 min Period 5
8th Grade		11:05 - 11:45 40 min Period 1	11:45 - 12:15 30 min 8th Lunch	12:20 - 1:00 40 min Period 2	1:05 - 1:45 40 min Period 3	1:50 - 2:30 40 min Period 4	2:35 - 3:15 40 min Period 5	3:20 - 4:00 40 min Period 6

NO READ Schedule - 6 Periods

6th Grade	9:05-10:05 60 min Period 1	10:10-11:10 60 min Period 2	11:15-12:15 60 min Period 3	12:15-12:45 30 min 6th Lunch	12:50-1:50 60 min Period 4	1:55-2:55 60 min Period 5	3:00-4:00 60 min Period 6
	7th Grade	9:05-10:05 60 min Period 1	10:10-11:10 60 min Period 2	11:15-12:15 60 min Period 3	12:20-1:20 60 min Period 4 7th Lunch	1:20-1:50 30 min 7th Lunch	3:00-4:00 60 min Period 6
8th Grade	9:05-10:05 60 min Period 1	10:10-11:10 60 min Period 2	11:10-11:40 30 min 8th Lunch	11:45-12:45 60 min Period 3	12:50-1:50 60 min Period 4	1:55-2:55 60 min Period 5	3:00-4:00 60 min Period 6

MOST OFTEN ASKED QUESTIONS BY STUDENTS AND PARENTS

WHAT SHOULD I DO WHEN MY CHILD IS ABSENT?

It is the responsibility of the parent or guardian to notify the school each day their child is absent. Call 674-6010, follow the prompts and press 1 for Attendance. When you call, please leave your child's name, grade, and the reason for absence. Please call before 10:00 A.M. Parents of students who have an "unconfirmed absence" will receive a call from our automated school messenger system stating that their child was marked absent and they will need to confirm that day's absence by calling the school.

WHAT ABOUT PLANNED ABSENCES?

Parental contact is requested two days prior to planned absences. A Planned Absence Form will then be given to your child for his/her teacher to sign allowing the teacher and student to discuss homework and/or missed classroom work, tests, or quizzes on the day(s) involved. The student must then submit the form to the main office prior to the absence.

HOW DO WE FIND OUT ABOUT HOMEWORK DUE TO ABSENCES?

1. Check Canvas.
2. Email teacher directly for homework.
3. If you cannot access Canvas or email, you may call the office to leave a message for the teachers. Please remember, a 24-hour notice must be given to your child's teachers in order for them to gather homework for your child.

HOW DO WE MAKE UP MISSING ASSIGNMENTS FROM WELLNESS CLASS?

To make up absences from the fitness portion of wellness, you must complete an assignment sheet. These are on the teacher's Canvas page.

IF MY CHILD IS INJURED AND CANNOT PARTICIPATE IN FITNESS, WHAT SHOULD WE DO?

A student may be exempt from fitness, athletics, etc. for one day with a note from a parent/guardian. Further exemption requires authorization from the student's doctor (required form is available in the Health Office). The signed form should be returned to the Health Office.

HOW DO I CHECK ON MY CHILD'S PROGRESS IN SCHOOL?

Go to our PHM home page www.phm.k12.in.us and click on the link Home Access Center (HAC). You will be informed of your child's ID number and password at the beginning of the school year.

WHAT ABOUT LATE ARRIVALS?

Parents may call the school office, send a note with their child or accompany the child to the office when late. Students should report to the office before going to class and they will be given a tardy pass, which they will then give to their teacher. Three unexcused tardies within a quarter will result in a detention.

HOW DO WE REQUEST AN EARLY DISMISSAL?

When it is necessary to pick up your student before the end of the school day, please send a note with your student stating the reason and time for the early dismissal and have them bring it to the office prior to the start of school. Your student will be issued a pass to leave his/her class at the time you specify and will be waiting in the main office for you to pick up and sign out.

HOW DO WE KNOW IF SCHOOL IS CANCELED OR THERE IS A 2 HOUR DELAY?

When severe weather creates the need to close, delay or cancel classes, local radio and television stations will be notified and asked to announce the decision. A decision to delay or close school before the school day begins will be made by 6:00 AM to provide time for radio and television stations to notify families and employees. A recorded announcement will play on the corporation's main number (259-7941) and closings or delays will be listed on the corporation's web page: www.phm.k12.in.us. The School Messenger System will automatically call your home or cell phone and notify you of any delays or closings. If you do not wish to be called, you must log on to School Messenger and change your profile.

WHAT TIME DOES SCHOOL START WHEN THERE IS A 2 HOUR DELAY?

When there is a 2-hour delay, school hours are 11:05 – 4:00 PM. Students may enter the building at 10:50 PM. Students will have a delayed bus pick-up of 2 hours. (Example: If your bus stop is at 8:30, it will be at 10:30.)

WHAT IF STUDENTS WANT TO RIDE THE BUS HOME WITH A FRIEND?

On occasion, you may wish for your child to ride the bus home with another student. We request this arrangement be pre-planned by both families. Each student must bring a note signed by his/her parent, stating the bus number and verifying permission for the change. No phone requests will be honored. The students need to bring their note to the main office before the start of the academic school day. As a final step, the office then approves these notes. The students may pick up the approved copies at the end of the day, prior to boarding the bus. Each student may take only one other student with them on any given day. On occasion, some notes may not be approved due to the bus having limited space. If this is the case, the office will notify the students so they may notify their parents that they will be riding their own bus home.

CAN STUDENTS HAVE CELL PHONES AT SCHOOL?

Students may bring cell phones to school as long as the cell phone is turned off and is not seen or heard during the school day 8:50AM-4:00PM. A device that is used during the school day without the teacher's permission will be confiscated and returned at the end of the day for first violation. Cell phones are not allowed on ISTEP testing days.

WHERE SHOULD I GO TO PICK UP MY STUDENT AFTER SCHOOL

You must use the Horizon parking lot for picking your student up after school (until 4:10 P.M.). Enter the Horizon Elementary School entrance off of Brummitt Road to the parking lot. Proceed to the east side (closest to Discovery) and park parallel to the curb. Your child will be dismissed at 4:00 P. M. and should cross over to the Horizon lot at the crosswalk only, located at the northwest corner of Discovery. Please exit Horizon's parking lot carefully with the traffic pattern. A Discovery staff member will monitor your student crossing over from the school sidewalk to the Horizon parking lot. After 4:10 P.M., the student must be picked up at the front entrance off Ash Road.

WHAT ABOUT LUNCHES?

Students may pay for lunches daily with cash or you may deposit money online into an account for your child using cash or check. There is a box located in the main office area for the students to place their money. Please make checks payable to PHM Food Service and make sure to include your child's name, grade, and ID number. The amount they use each day will be deducted from their account. The money can be used for either the regular lunch or the a la carte line. You can deposit as much as you would like into your child's account. Additional information is received each year in the first day packet sent home with students.

We request that you not bring food for anyone other than your own child into the DMS cafeteria. This helps us keep our children from having hurt feelings and maintain a collaborative and supportive lunchroom environment for all of our children. Parties should be planned outside of the school day. **Fast food and other commercial foods are not to be carried into schools for student lunches.** You can go to our website, www.phm.k12.in.us to review the Wellness Policy 8510. Students may bring healthy snacks (preferably fruits or vegetables) into the classroom only with a teacher's permission.

CAN STUDENTS USE THE TELEPHONE?

Students with permission may use the telephone to notify their parent regarding items such as a change in plans regarding after school activities. Telephones are available for student use in the office or with permission from a teacher in the classroom. Students may use the phone in the commons area before 8:50AM and after 4:00 P.M. If you have Caller ID and receive a call from Discovery, it can be from any telephone in the building. When calling Discovery to find out who called you, we will check in the nurse's office, but if no one called from there we have no way of knowing who called you.

WHAT IS THE BEST WAY TO CONTACT A TEACHER?

If you have Internet service, e-mail your teacher. The e-mail address is always the first initial of their first name followed by their full last name, and always ending with @phm.k12.in.us. (Example: John Doe would be jdooe@phm.k12.in.us.) Voice mail is the next best way to contact a teacher. A voice mail listing is placed in the student first-day packet. Extra copies can be obtained in the office.

WHAT DO WE DO ABOUT MEDICINE?

State law and school policy require that all medications brought to school be accompanied by a written authorization from parent (available in the Health Office). They are to be brought into the Health Office in the original bottle by the parent. Prescribed medications will also need a physician signature on that same form. **NO medications will be given without the proper paperwork.** SJHS now has provided some over the counter medications to be given to students who are at least 12 years of age. Forms are available in the Health Office for a parent signature and will be sent in your child's back to school packet.

Medication that is possessed by a school for administration during school hours or at school functions for a student in grades kindergarten through grade 8 may be released only to the student's parent or an individual who is at least eighteen years of age and designated in writing by the student's parent to receive the medication.

ADDITIONAL IMMUNIZATIONS REQUIRED TO ENTER THE 6TH GRADE

A second Varicella (Chicken Pox), Meningitis, and TDAP (Pertussis booster) are required by the state of Indiana. Please make sure that your child's immunizations are updated and a record of the updated immunizations are given to the Health Office no later than the first week of school. If your child receives the immunizations before the end of this school year, please submit the copy of the record to your health office.

WHAT DOOR DO I USE TO ENTER THE BUILDING?

For the safety of our students and staff during school hours, all school doors are locked. An intercom is near Door A. All visitors need to use the main entrance off of County Line Road/Ash Road (Door A). You will need to sign in with a valid driver's license and put on a visitor nametag. If visiting with staff or student the main office will need twenty-four hours notice, with principal approval before the visit. Parents and visitors coming at the end of the day will need to wait in the main office until 4:10 P.M. In addition, **all students waiting after school for a ride home must remain in the main entrance foyer until their ride is here.**

WHAT IS THE DRESS CODE AT DISCOVERY?

The Middle School Dress Code is explained in the Student Handbook. Major points to remember are that all wear must cover the body from above the knee to the neck. Flip-flops and slippers are not allowed. All slacks and/or jeans must remain at the top of the waist and pants with belt loops must have belts (absolutely no sagging). Clothing with large rips, tears and/or holes is not to be worn. All shirts, blouses, dresses, and other top clothing must have sleeves. Pajamas and lounge pants are prohibited. Jackets/coats normally worn outside should be placed in student's locker. Shoes with wheels are not permitted. Hats and other head coverings should not be worn in the building. Backpacks and book bags can be used to transport books/materials to and from school but should remain in locker throughout the school day.

DISCOVERY MIDDLE SCHOOL

To: Parents/Guardians
From: Mrs. Harper/Mr. Kauffman

Welcome to Discovery Middle School. We extend our very best wishes for a pleasant and rewarding school year. We are providing some information on attendance, behavior, and extracurricular opportunities in an effort to facilitate a positive experience. Please refer to the Student Agenda Planner for more specifics. Also, feel free to stop in to see us or call us with any questions or concerns.

ATTENDANCE

Regular attendance is extremely important to school success. Student attendance is compulsory by Indiana law and Penn-Harris-Madison Board of School Trustee Policy. Discovery Middle School has the responsibility of keeping complete attendance records and making sure that all students enrolled at the school are in attendance whenever possible. All students must report to their assigned classes. Attendance will be taken at each class.

If a student is unable to attend school, the parent/guardian must contact Discovery Middle School and report the student's name, grade level, and reason for absence. If there is no contact from the parent/guardian, the school becomes concerned with the safety and security of the student and a call will be made to the home of the absent student. Parents/guardians of a student whose record indicates an attendance problem is developing will receive communications from Discovery Middle School after 8, 12, and 15 absences. We will comply with our obligations to monitor attendance patterns and determine the impact on a student's progress. If we find that a student's attendance history is interfering with his/her success at school, the staff will implement appropriate interventions.

While we are sensitive to childhood illnesses, we are concerned when attendance patterns become inconsistent. Occasionally, students have accidents, undergo surgery, have bereavement leave, etc. These days are understandably excused by parent's/guardian's or doctor's notes. Please help us comply with the laws of the State of Indiana and our school corporation policies.

BEHAVIOR

Indiana law and Penn-Harris-Madison Board of School Trustee Policy are clear about expectations for student conduct. Discovery Middle School has the responsibility of providing a safe, secure, and effective learning environment for all students. We believe that students should show respect for all people, student property, and school property. We utilize a positive school-wide behavioral plan as our framework for appropriate behavior. The skills and expectations in this plan are taught and reviewed at various times through out the student's school experience. Our plan is the acronym A.I.M., this stands for (A)ttitude, (I)ntegrity, and (M)aking a difference. Our goal is to build a community where students feel like they belong and are important. When minor concerns arise, the staff will first work with the student to address the inappropriate behavior. Discipline and consequences assigned are designed to motivate students to develop self-control and make better choices and decisions. If it becomes apparent that the student cannot or will not behave appropriately, or if a major concern presents itself, other problem-solving approaches will be used. Discovery Middle School staff will involve parents in this process. Please help us to establish a caring learning environment for students.

BULLYING

Bullying as defined in state law means overt, repeated acts or gestures, including verbal or written communications transmitted, physical acts committed, or any other behaviors committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the other student. This type of behavior is a form of harassment, although it need not be based on any of the legally protected characteristics, such as sex, race, color, national origin, marital status, or disability. It would include, but not be limited to, such behaviors as stalking, intimidating, menacing, coercion, name-calling, taunting, making threats, and hazing.

Any student who believes she/he has been or is currently the victim of bullying should immediately report the situation to the building administration, or the superintendent. The student may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate administrator or board official. Complaints against the building principal should be filed with the superintendent. Complaints against the superintendent should be filed with the board president.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be bullying behavior directed toward a student. Reports may be made to those identified above.

EXTRACURRICULAR OPPORTUNITIES

Athletic Programs/Intramurals

The Discovery Middle School Activities Manager (Athletics) is Mr. Scott Vandygriff. Please contact him with your questions. His voice mail number is (574) 259-2810 ext. 5533.

Athletics:

August to October

7/8 Football
Cross Country (Boys and Girls 6/7/8)
7/8 Volleyball
7/8 Cheerleading

November to January

7/8 Boys Basketball
7/8 Cheerleading

January to March

7/8 Girls Basketball
6/7/8 Wrestling

April to May

7/8 Boys Track
7/8 Girls Track

Intramurals: (Potential offerings)

Flag Football
Volleyball
Tennis
Poms
Strength & Conditioning
Cheer
Girls Basketball
Boys Basketball
Cross Training

CLUBS AND ACTIVITIES

The Discovery Middle School Clubs and Activities Coordinator is Mr. Kauffman. Please contact him with your questions. Clubs are held before and after school during the school year. We encourage students to start their own clubs, with staff sponsorship. All of the following clubs and activities may be available to 6th, 7th, and 8th graders.

Game Club	Computer Club
Craft Club	Drama Club
Intramural Sports	IMC Club
Ping Pong Club	Makerspace
Yearbook Club	Bible Study
Ski Club	Art Club/Mural Club
Writer Unblock Club	Tech Club
Jazz/Pep Band	Student Leadership Club
Advanced Orchestra Chamber/Jazz	Wrestlerettes/Scorekeepers
Archer Voices	FLL/Robotics
National Junior Honor Society (Grades 7, 8)	Martial Arts Club

ACADEMIC COMPETITIONS

DMS offers many academic competitions. These Academic Teams meet after school during the school year, with most competitions held in the spring. Please contact the office for further information on academic competitions. The following competitions may be available to 6th, 7th, and 8th graders:

Interdisciplinary Super Bowl	Science Super Bowl
English Super Bowl	Math Counts
Social Studies Super Bowl	Math Super Bowl
Spell Bowl Team	FLL/Robotics
Scholastic Art	MathCon
Math AMS	

Middle School Dress Code

The world of work requires a standard of dress. Schools require a standard as well. Both you and your clothing should be neat and clean. Dress should be appropriate for the occasion and activity in which you are engaged while in school. Your appearance should reflect that you are in school, ready to work and learn. School dress is different than typical dress for the mall, a concert, a party, or the beach.

No dress code can itemize every item of dress that is unacceptable for school; however, there are certain guidelines for good decision-making about daily apparel. In all cases, students are to wear clothing that covers all parts of the body from the neck to above the knee. All shirts, blouses, dresses, and other top clothing must have sleeves. All pants, slacks, jeans, skirts, and shorts shall remain at the top of the waist. Tights, nylons, and spandex pants must be covered to mid thigh. At no time should any undergarments be visible. Upon entering the building during the school day all students are to remove any hats and other head coverings. Winter coats that are normally worn outside should be placed in student's locker. Student dress should reflect respect and pride in each individual student and the school community.

Any type of dress or personal grooming that disrupts the educational environment, is destructive to school property, or is a threat to safety or health is prohibited.

1. **Disruption** – Any fashion (dress, accessory, or hairstyle) that disrupts the educational process or presents a safety risk will not be permitted. This includes any variance from the guidelines listed above: Examples are clothing or jewelry that advertises or promotes drugs, alcohol, drugs, or tobacco; clothing or jewelry that contains vulgar, suggestive, or profane language; or clothing or jewelry that promotes gang, cult, illegal, violent or racist activity. Pajama or lounge pants are not appropriate for school. Pants/jeans with holes, tears or shreds in areas normally covered by undergarments, clothing in apparent disrepair, or clothing in unclean condition are not acceptable. Theatrical or exotic makeup is prohibited. Jewelry with sharp points or heavy chains or attachments is not allowed. This is not an exhaustive list of the type of apparel or accessories that may be considered disruptive.
2. **Safety** – Any clothing or jewelry that would create an unsafe situation in any class is prohibited. This would include clothing that is long enough to be stepped on by another student while walking or might get caught in equipment or machinery. All footwear must be secured to the foot. In particular, flip-flops and slippers are not appropriate for school. Platform and high-heeled shoes must not interfere with normal walking. Shoes with wheels are prohibited. Backpacks, book bags, or any bag of the same size or larger are not to be worn or carried during the school day. They are to be placed in lockers upon entry into the building in the morning and left there until dismissal at the end of the day.
3. **Maintenance** – Any article of clothing that causes excessive wear to the school building, furniture, or equipment is prohibited. This includes shoes that leave marks on floors, chains on wallets, and excessive metal pieces on clothing that may damage furniture.
4. **Health** – Clothing and excessive jewelry that could cause a health hazard is prohibited. Clothing should be clean.

At all school sponsored events and activities, students are expected to follow the dress code unless permission is granted in advance by school personnel.

Discovery Middle School Curriculum Information

Grades 6-8

2017 - 2018

The school day is comprised of six 60-minute periods, a 30-minute lunch, and five 5-minute passing periods. Students are enrolled in four content classes (math, science, language arts and social studies) during their three years at Discovery. A 60-minute wellness (physical education) class that alternates every other day with an exploration rotation class (family and consumer science, art, computer, and health) and a music class that meets every day complete the six-period day for 6th graders. In addition to the four content classes, 7th and 8th grade students are enrolled in wellness (physical education and health) every day for 60 minutes and they choose a music class or the exploration rotation classes (digital literacy, art, personal finance, project lead the way). Students will receive a syllabus for each class.

Math—Students are assigned a math course when they move into the middle school. This assignment is based upon the student's math progress and Acuity Predictive scores. Student progress is monitored carefully and adjustments are made to the assigned course as needed. The middle school math course progression follows a yearly sequence as follows: Math 6, Pre - Algebra 6, Algebra A6, Algebra 6, Math 7, Algebra A7, Algebra B7, Algebra 7, Geometry 7, Math 8, Algebra B8, Geometry 8, Algebra 8, Algebra II 8. Algebra A is the first half of the course and Algebra B is the second half.

Science—The science curriculum through the three-year study contains the following standards: Science and Engineering Process Standards, Scientific Thinking, The Physical Setting, The Living Environment, The Mathematical World, Historical Perspectives, and Common Themes. The grade level syllabus more specifically details a year's course work.

Social Studies—The social studies curriculum is designed to develop the skills necessary for students to be productive members of the 21st century. Sixth graders study the Ancient World, 7th graders study The Medieval World and Beyond, and the 8th graders study The United States Through Industrialism. In 8th grade we encourage all of our students to participate in the Washington, DC trip. Students may sell poinsettias in 7th and 8th grade, and 8th grade students may bank part of their profits from the school's fall fundraiser. Parents may also earn money toward the trip, by purchasing Scrip through PTO.

Language Arts—Upon completion of the study of Language Arts/English at a PHM Middle School, each student is expected to proficiently read grade-appropriate complex literature and informational text while further developing the ability to cite textual evidence to support analyses. Students also share findings in class discussions and expand vocabularies. The Writing Standards expect students to learn how writers influence readers while learning to do this themselves. Students answer questions through writing and use rewriting to refine their understanding of a text or topic. Students will learn to take a critical stance toward sources and apply criteria to identify reliable information. Top performing students in all grades may be assigned to Language Arts Accelerated or Honors.

World Languages—7th grade students explore five languages and cultures (Spanish, Chinese, German, Japanese, and French) in a nine-long course. We took a group of students to Anshan, China, in April 2017 and will host our Chinese exchange friends from there in January, 2018.

Band, Orchestra, Choir, and Piano Lab—Students learn to read music and work within a group in band, orchestra, and choir. In piano lab, students may already play piano, or be a beginning student as they progress on an individualized plan. All students participate in music in 6th grade and choose between music and rotations during grades 7 and 8.

Exploration Rotation Classes include: Family and Consumer Science and Industrial Technology—This course prepares students to begin their journey toward becoming independent, productive citizens. The curriculum provides learning in life and careers (skills, planning, continued education), financial literacy and resources, nutrition and wellness, human development, and relationships. **Art**—Students complete both two and three-dimensional projects often related to units of study within the curriculum. Projects include drawing, painting, ceramics, sculpture, color pencil, stained glass, and collage. Students are asked to furnish some materials for this class. **Digital Media**—This nine-week course for 6th, 7th, and 8th graders explores a variety of media programs and skills. Students are expected to have basic word processing/typing skills and apply those skills. Students explore coding and programming. Student activities include investigating and reporting, and presenting material. **Personal Finance**—This nine weeks course for 7th and 8th graders to explore personal finance and economics relative to future careers. **Project Lead the Way's** research-supported approach empowers students to discover and explore interests, imagine and design solutions to real-world challenges, and become independent, confident problem solvers.

Wellness—Students in all grades, through physical education and health units, will be educated towards making choices that promote healthy lifestyle skills. Students will be exercising more and specific fitness data will be taken and shared with students and their parents.

Home Access Center – Frequently Asked Questions

Email HAC@phm.k12.in.us for further help

There are 6 buttons on the HAC screen. They are:

- Home – which takes you to the Calendar
- Attendance – shows the current month, but the arrows can be used to navigate to other months. Highlighted dates have attendance information. Hovering over any highlighted date will show the marks that were entered.
- Classes – shows the current classes with their assignments and grades. Notice that you can limit the screen to just one class by choosing a class under “Show” and then clicking “Refresh View.”
- Grades – shows the Report Card during certain times of the year. At the High School, the Transcript is available. And all students can see Test Scores which is a record of standardized test scores.
- Student Support – shows Discipline entries.
- Registration – shows the Demographic information currently in our system. If anything is incorrect, please notify the school office.

LOGINS & PASSWORDS

- Parents and students have separate logins. The login information does NOT change from one year to the next. If you lose your information, contact your school office or email HAC@phm.k12.in.us.
- Usernames are NOT case-sensitive, but passwords are.
- Students can see only their own information.
- Parents/guardians should see a list of all of their children and can choose which one to view. If this isn't happening, please contact HAC@phm.k12.in.us to get this fixed. You must include the names and ID's of your students.
- You can change your password. Click on your name in the upper right corner and choose **My Account**. You will need to enter your old password and then your new password twice.

CHALLENGE QUESTIONS

The first time you log into HAC, you will be asked to set up Security Questions. Be sure you remember the answers. If someone tries to login and enters incorrect information too many times, that person will have to answer one of the questions correctly before trying to access again. If they are incorrect, they will be locked out for a period of time.

EMAIL ALERTS

You can sign up for an email that will alert you with current information. If you sign up, but never receive anything, please contact your school office. It usually means we either have no email address for you or the one we have is wrong or no longer in service. This is available to all parents and Penn High School students. For students the email is sent to their gmail account.

For Alerts from the Gradebook, click on Classes. Then click the checkbox in front of “Alert me if my student receives an assignment average below ___% or above ___%.” Put a number in one blank or the other. DO NOT put a number in both blanks or you will receive no alerts at all. You will receive an email if there is anything in the system that fits your “rule” at the time the email is sent.

For Attendance Alerts: Click on Attendance. Then click the check box in front of “Alert me when attendance is entered for my student.” You can limit the alerts to specific codes if you wish. You will receive an email if there is anything in the system that fits your “rule” at the time the email is sent.

You can also see the Alerts by clicking on your name in the upper right corner and choosing "My Alerts." Email questions to our technology support at HAC@phm.k12.in.us.

ATTENDANCE INFORMATION

If the information you see on HAC or in an email alert is incorrect, please contact the school office or attendance secretary.

NOTE: A mark of UNC means the teacher has marked the student absent from class. That mark is later updated by the Attendance Secretary to reflect the information received from parents. Please allow at least 24 hours for the Attendance Secretary to make such changes before becoming concerned.

CALENDAR

The calendar you see when first logged into HAC is the Week View and shows assignments on the date they are due. Teachers may also add "Events" as reminders. You can switch to the Calendar view which shows the entire month. You have the option to hide or show individual items.

ADDRESS and TELEPHONE INFORMATION

On the Registration tab, you can see the information we have about you in our student information system. If it is incorrect, please notify the school office so that they can update it.

REPORT CARDS on HAC

The grades you see on the Classes screen are "live" from the teacher's grade book and will typically match what you see on the report card.

At the end of each marking period, the grades are finalized and then the Report Card is shown on HAC. This usually occurs a day or two after the report cards are sent home.

CANVAS

Teachers use the Canvas LMS (Learning Management System) to push out curriculum and to post updates for both students and parents. Parents use their HAC username and passwords to access Canvas activity for their student. Activities such as tests (called quizzes in Canvas) and assignments may be posted to Canvas for daily work and follow up work when a student is absent.

General Information About Discovery From A 6th Grade Student's Point Of View

Prepared for Students by Students:

1. I had trouble finding my way around, so you might want to practice going around a few times. It helps to come in before school starts and walk through your schedule several times.
2. When we have a two-hour delay, teachers write the new schedule on a white board in the classroom area to help us. On snow days, log on to Canvas for an E-Learning day.
3. There are five minutes to pass between classes, which is plenty of time. Avoid talking too much and be sure you have everything you need for class. This is also a good time to use the restroom and get a drink of water.
4. On the first day/week, I had trouble finding some of my classes, but there were so many teachers to help.
5. DMS students take the 5th grade students for a tour of the whole school. They tell you about clubs and sports, too.
6. If you don't know what the teachers are like, they hand out a syllabus and tell you what their expectations are and what to expect.
7. Check your Chromebook for the day's information and supplies needed. The whiteboard outside the classroom also sometimes has announcements and reminders.
8. Getting lockers open was hard the first few days so practicing ahead of time helps, and teachers have locker keys to help you, too. Remember to not give anyone your locker combination and block out the combination on your schedule before sharing it electronically with friends.
9. Remember to "dress for success" for gym class (wear gym uniform). Points are deducted if you don't. Keep them in your gym locker. Don't forget to take them home to wash on the weekend.
10. Remembering two or three locker combos is tough. Keep combinations in a safe place and buy the combo locks if you need two. Never pre-set your locker because other students could get in. Practice all combinations.
11. Be organized; have binders and work hard in every class. If you don't get organized early, you'll start off with bad grades. Keep your Chromebook fully charged; charge it EVERY night.
12. The 7th and 8th graders are friendly and supportive.
13. Your rotation class changes each nine weeks and alternates every other day with PE. We recommend you wash your PE clothes on the weekend and put them in your backpack for your next gym day.
14. We get some homework nearly every day. It's about the same as in fifth grade. Put your homework in your backpack after each class so you know you have to do it that night. Don't procrastinate.
15. When you're absent you still have to do your homework, but you get an extra day or two to get it done. Always check Canvas!
16. I expected to get lost, but I didn't. Most classes are nearby. My friends helped me get through.
17. Having your schedule beforehand is important. Remember to bring it to school the first few days or go to Guidance for a new one.
18. Remember to check HAC (Home Access Center). Most teachers update their web pages regularly. Late work reduces your points. If you have trouble accessing HAC ask your teacher for help.
19. You should study for more than one day for tests. Some people pick up material as they learn, but it will benefit you and improve your grades if you review the material for several days before the test.

General Information About Discovery From A Parent's View

Prepared for Parents:

1. If your child will store an instrument at school, purchase a twin combination lock this summer and let them memorize the combination and practice opening the locks. They will need one for band/orchestra and one for their gym locker.
2. They will receive ample time to practice opening their personal locker. Be sure they don't preset the lock. Students can go as often as they like prior to the first day of school to practice.
3. Join the PTO and stay involved. Read the PTO emails and check PTO Facebook page often.
4. Remind your child to bring their gym clothes home to be washed and be careful not to forget to bring them back. You might consider buying 2 sets of gym clothes so you can always have a clean set ready. Students lose gym points when they forget their gym clothes. Slightly used sets are for sale at DMS in August.
5. Communication with the teachers is mostly through e-mail. The teachers are generally very prompt in their reply. If you do not hear back from a teacher within a reasonable amount of time, email your child's counselor.
6. The freedom of choice at lunchtime can quickly deplete the money on their lunch account. Discuss with them what you think an acceptable amount to spend on lunch per day.
7. Students' names are posted near the office if they achieve a GPA for the Principal's Honor Roll, High Honor Roll and Honor Roll. Students making the Principal's Honor Roll are invited to the Recognition Breakfast. These are held at the end of the first, second, and third nine weeks. Students are recognized for the fourth nine weeks' accomplishments at the first breakfast at the beginning of the next school year.
8. Teachers put a lot of responsibility on the students right away. Right from the beginning, you will need to sign band practice minutes, etc.; be sure that you are asking your child if you need to sign things. It needs to become their responsibility though to ask you.
9. Progress reports come home to let you know what your child's grades are in the middle of each quarter. Students' final report card will be mailed home.
10. Take time to help your child get organized. They have many classes, all with homework and projects being assigned, due at various times. We bought a hard case file folder and made a tab for each class. Get in the habit of checking Canvas with your child every night.
11. Help your child to understand time management when they have a lengthy project. Teach them to work on the project for 20-30 minutes each day until it's finished, instead of doing it at the last minute, being stressed and not enjoying it.
12. Home Access Center (HAC) allows you to check your child's grades (test, quizzes, homework) and to look at posted assignments online. Sometimes teachers will allow make up tests or quizzes with advanced notice and a signed contract. Student HAC information will be mailed to you in early September. Check it regularly. This is very important!
13. Clubs are announced on the Discovery website and also announced on WDMS (Discovery's morning news program). It is left to the student to take the initiative to join (ski club, chess club, etc). Cross Country practice begins prior to the start of school. Check the school calendar (on website) for practice dates.
14. If your child misses school, you must call the office in the morning. There will be make-up work even for Wellness class. This can be found on Canvas. If your child needs an early dismissal, send a note with him/her to deliver to the main office upon arrival.
15. Purchase items that will fit in your student's locker. Inside locker dimensions are: 12"(w) X 58" (h) X 10 ½" (d). Few of the plastic organizer (shelving) items work effectively. Students get a chance to clean out their locker once every grading period. Roller book bags are not permitted.
16. Student ISTEP results are posted on **Indiana Parent Network** at www.INParentNetwork.com. You will receive your invitation code to log into this network late this spring, when ISTEP results are released. Student resources in math, science, and language arts are also available at this website.
17. Computer use is expected throughout the year. Create a document on your desktop with blogs, emails, websites, passwords, etc. for easy access. Monitor your child's social media accounts on a regular basis.

DISCOVERY MIDDLE SCHOOL

Academic and Athletic Recognition Opportunities

Academic Progress

Academic progress is monitored closely at DMS. Mrs. Harper, teachers and guidance counselors are available to answer questions and concerns. Teachers and guidance counselors regularly hold parent/teacher/student conferences (including Response to Instruction/RtI conferences) where a student plan is created to share out information regarding academic concerns and steps to improve performance. We also use student-led conferences, emails and/or notes home to report progress and successes. At any time the student or parent may call and request a conference.

Principal's Distinguished Honor Roll 4.0 GPA - Student names are posted in our office window at the end of each nine weeks. Students who earn a 4.0 are invited to attend a morning celebration with breakfast for themselves and their parents and families. The date is announced shortly after each 9 weeks. A star insert is presented to each 4.0 student at the Recognition Breakfast Celebration. A 4-Star Insert is presented to students at the end of the school year if they received a 4.0 at the end of each 9-week period. A trophy is awarded to students at the end of their eighth grade year if they received a 4.0 all three years.

Principal's High Honor Roll – 3.5 GPA - Students who earn a 3.5 – 3.999 will be on the Principal's High Honor Roll. Student names are posted in our office window at the end of each nine weeks.

Principal's Honor Roll – 3.0 GPA - Students who earn a 3.0 – 3.499 will be on the Principal's Honor Roll. Student names are posted in our office window at the end of each nine weeks.

A grade of a D or F will exclude a student from the Honor Roll for that nine weeks. Incomplete grades will exclude the student until a grade is recorded. Students must receive letter grades in at least four academic classes to be considered for the Honor Roll.

DMS Academic/Athletic Letter Award

Students can qualify to receive ONE letter "D" during their DMS career. After the letter has been awarded, students may accumulate a variety of inserts at each grade level.

A Letter "D" and a Sport Insert may be received for participation of a full season in any of the athletic programs.

A Letter "D" and an Academic Insert may be received for meeting specific criteria set for exceptional performance academically. (There is a different insert for each grade level to designate their honor roll award: 6th grade/Scroll, 7th grade/Lamp, and 8th grade/Torch.)

- A Letter/Star may be received at the **end of the FIRST NINE WEEKS by receiving a 4.0.**
- A Letter/Insert may be received at the **end of the FIRST SEMESTER** (first two report cards of the year) **by receiving a 3.5 or higher GPA.** A Star may be received by receiving a 4.0.
- A Letter/Star may be received at the **end of the Third Grading Period by receiving a 4.0.**
- A Letter/Insert may be received at the **end of the SCHOOL YEAR by receiving a 3.0 or higher GPA.**

Academic Insert Criteria

When the TEACHER decides a student has met certain criteria, INSERTS are presented at the end of the school year for those accomplishments.

ART: Teacher-selected students who demonstrate an interest in art, originality, creativity and imagination, effort, craftsmanship and pride in their work.

FITNESS: Students who perform at the 85th or higher percentile on the President's Fitness Challenge. Also teacher-selected students (one male and one female from each grade level team) for the Pride Hustle Desire Award. The criteria for selection involves nominations from the fitness teachers of students who follow the lifelong guidelines, are positive role models for peers, show leadership capabilities, take personal responsibility for behavior and assignments, show initiative in class, have positive social interaction skills and demonstrate mature attitudes and actions. The winners receive an insert for their jacket along with a Pride Hustle Desire plaque.

CHOIR: Teacher-selected students who perform to the best of their ability, consistently exhibit exemplary behavior and demonstrate a strong work ethic.

CIRCLE THE STATE CHOIR: Students who audition and are selected into this prestigious choir.

BAND: Teacher-selected students who have earned the honor of being in the top 5% of their grade level in band as a result of tests, skills, auditions, challenges and overall attitude.

ORCHESTRA: Teacher-selected students who perform to the best of their ability, consistently exhibit exemplary behavior and demonstrate strong work ethic.

PIANO LAB: Teacher-selected students who demonstrate excellence in piano skills, continually show an interest in going above and beyond and have advanced at least one level in the rubric during the school year.

YEARBOOK: Teacher-selected students committed to regularly attending after-school sessions where they plan and compile information for the DMS yearbook. They must demonstrate perseverance, effort, responsibility and initiative in completing this important project.

**Bullying is deliberate and hurtful.
It is repeated over time.**

Physical Bullying (over a period of time):

- Hitting, kicking, pushing, shoving, pinching, tripping, spitting, scratching someone or even just threatening to do it.
- Stealing, hiding, damaging or ruining someone's things.
- Throwing objects at someone or locking someone in or out.

Verbal Bullying (over a period of time):

- Name calling, making offensive remarks, taunting, teasing or giving put-downs. Verbal bullying is about hurting feelings.

Emotional Bullying (over a period of time):

- Spreading rumors, gossiping about or embarrassing someone.
- Making fun of someone or making rude gestures.
- Excluding, threatening to exclude from groups or ignoring someone.

Cyberbullying (over a period of time):

- Sending mean text, e-mail or instant messages.
- Posting nasty pictures or messages about others in blogs.
- Using someone else's user name to spread rumors or lies.

The Three Rs of Bullying:

RECOGNIZE

what it is.

REFUSE

to be a part of it.
to allow it to happen.

REPORT

to someone.

If You're Confronted by a Bully...

- ✓ Stand straight and tall. Make direct eye contact.
- ✓ Tell the bully, in a firm voice,
"Stop it. I don't like that. Leave me alone."
- ✓ Try not to cry or show that you're upset.
- ✓ Walk away as quickly as possible.
- ✓ Tell someone.

Source: *Bullying in American Schools* by Anne G. Garrett (2003)

If You're Being Bullied...

- ✓ Remember – it's NOT your fault
- ✓ Tell someone ASAP. Give them details.
- ✓ Keep telling someone until you feel something is being done.
- ✓ Tell your parents, if they're not already aware.
- ✓ Talk with someone if you are still upset.

Source: *Bullying in American Schools* by Anne G. Garrett (2003)



AIM HIGH REPORT FORM

A= ATTITUDE

I= INTEGRITY

M= MAKE A DIFFERENCE

Date of report: _____

Person making the report: _____ Grade _____

Date of incident: _____ What period? _____

Place of incident: _____

Who did the behavior? _____ Grade _____

Were you a bystander or witness? yes no

Who was the target? _____ Grade _____

What was the behavior? Circle the behaviors below.

Physical:

hitting, punching
pinching, tripping
kicking, pushing
scratching, spitting
damaging or stealing items
hiding or taking items
throwing objects at someone
other:

Verbal:

name calling
making offensive remarks
insulting someone
threatening someone
repeated teasing
intimidating someone
making discriminatory remarks
other:

Social:

excluding someone
spreading rumors
ignoring someone
making fun of someone
cyber bullying
other:

What did the target do? _____

Did others see this behavior? yes no

If yes, who? _____ Grade _____

What have you (or others) done to Make A Difference?

**6th Grade Music Selection Form
Discovery Middle School
2017-2018 School Year**

The philosophy at Discovery is that learning to read music expands a student's ability to translate and decode information. In fact, there is evidence that music promotes brain functions that expand learning. Therefore, all sixth grade students are expected to take a music class. **In seventh and eighth grade, students choose between a full year of music or a year of exploration rotation courses.** Students will receive their first choice unless contacted by letter. Students may choose their music experience from the following:

Choir Students work in mixed choir groups. Evening performances and group competitions are considered part of the curriculum expectations. Options are also available for concert solos, as well as ISSMA solo and ensemble competition experiences.

Piano Lab This is a beginning level keyboard class. Students with prior keyboard experience should not choose this class. Evening performances are considered part of the curriculum. Electronic pianos allow flexibility of the program and promote individual growth. There are limited seats available. If requests are over the seat limit, a random drawing (of those forms turned in on time) will determine placement.

Band Students are required to participate in the summer band program (July 24 - Aug. 11). Evening performances are considered a part of the curriculum expectations. Performance options are also available for ISSMA (Indiana State School Music Association) solo and ensemble competition experiences. Please check this website www.discovery-band.phm.k12.in.us

Orchestra Students are required to participate in the summer orchestra program (July 24 - Aug. 11). Evening performances are considered a part of the curriculum expectations. Performance options are also available for solo and ensemble competition experiences.

Instrument selection nights will be held at Discovery Middle School **Feb. 27 & 28 from 4:30 – 8:30 PM.** If band or orchestra are either your 1st or 2nd choice, you will need to attend one of the instrument selection nights or contact the DMS band or orchestra teachers.

***** Note: Even if you complete paperwork at Instrument Selection Night, you must complete THIS form and return THIS form to your child's homeroom teacher as well. This form is for scheduling purposes.**

If you have any questions or need to make a change after the form below has been turned in, please email the following music teachers:

Mrs. Graybill, Choir:	e-mail at: jgraybill@phm.k12.in.us
Mrs. Bilotta, Piano Lab	e-mail at: tbilotta@phm.k12.in.us
Mr. Weaver, Band	e-mail at: mweaver@phm.k12.in.us
Mrs. Oppenheim, Orchestra	e-mail at: aoppenheim@phm.k12.in.us

**Discovery Middle School
Student Music Choice Form – Incoming 6th grade (detach)**

Student Name: _____ ID Number _____
(print first name, then last name)

Parent Email: _____ Elementary School: _____

You must check ONE music choice:

Band Instrument that you plan to learn to play: _____

Orchestra Instrument that you plan to learn to play: _____

Choir

Piano Lab A lottery will be held if more students sign up than there are seats in the class.
You will be notified by email if you did or did not get chosen for Piano Lab.
You must check a second music choice.

Band **Orchestra** **Choir**

Student Signature _____ **Parent Signature** _____

This form should be returned to the fifth grade homeroom teacher by **MONDAY, MARCH 13TH.**
Fifth grade teachers will collect these forms for Discovery Middle School. Please do NOT drop them off at Discovery. Thank you!

