

Team Handbook

Dear Parent/Guardian:

We are soliciting your support and cooperation in having your child read, understand, and follow the procedures and guidelines of this Seventh Grade Team booklet. After you have read and discussed this booklet with your child, please sign below. Your child will show this signed page to his/her English teacher.

Sincerely,
7th Grade Team Teachers



*A Guidebook to
Success in the
Seventh Grade*

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Name: _____
Homeroom _____

Welcome

Our school operates much like a family or any community of people. To be effective, the people involved must be reasonable, tolerant and have respect for themselves and others. Rules are logically developed to create a safe, pleasant and orderly atmosphere. As you grow up, you will be given increasingly more responsibility by your family, school, and society.

In this Handbook, many of the policies and procedures of the Seventh Grade Team Program at South Middle School are discussed and made clear. It is important for you to understand what is expected of you. Each individual's attitude and behavior is important in determining his/her own success. We want your middle school learning years to be productive and successful.

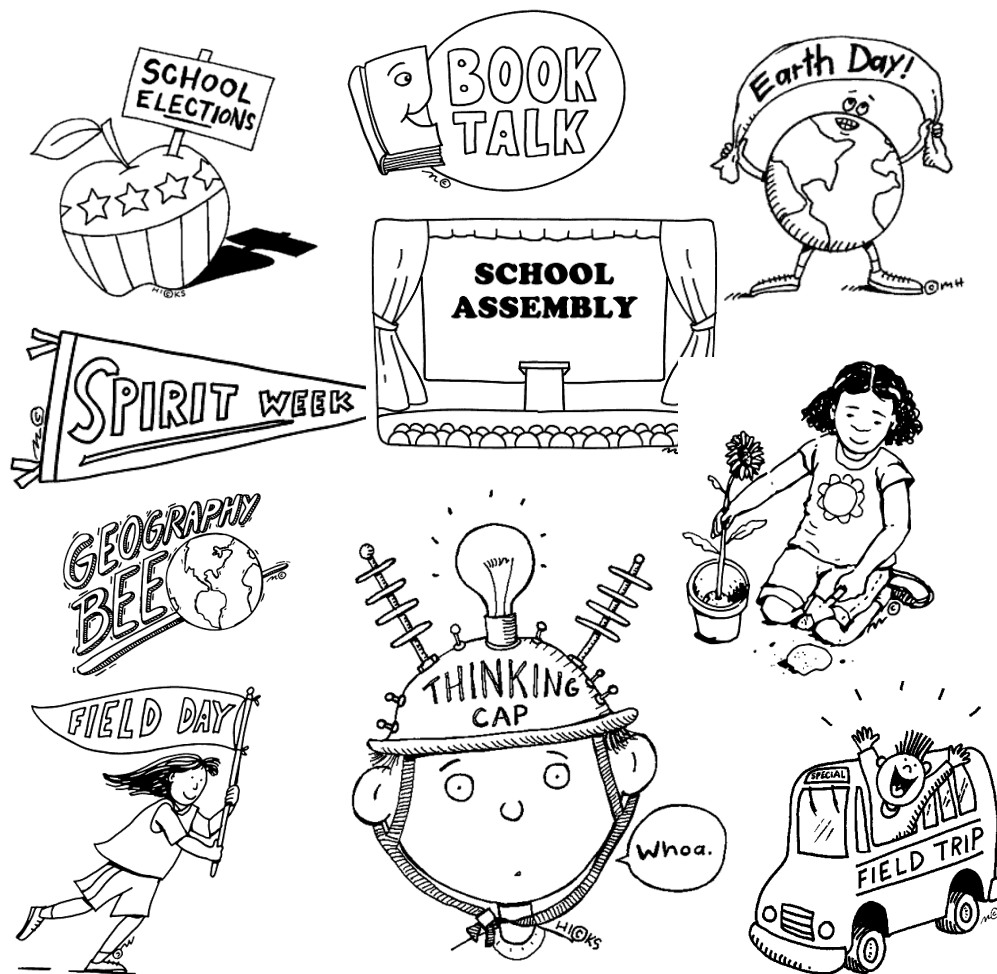


For more news and information about our school visit

www.greatneck.k12.ny.us/GNPS/SMS/

Special Events

Every year seventh graders have the opportunity to participate in many enjoyable and educational activities. Administrators, teachers and staff work very hard to plan new and exciting events. Here are some past activities held at South Middle School:



ADVISORY Program

WHAT IS IT?

An Advisory Program is an important element of effective middle schools. It offers students an opportunity to meet in small groups with members of our staff who have volunteered to be part of this endeavor. Advisors will work on developing many different skills with students. Some topics for advisory discussion could include: effective communication skills, test taking skills, organizational skills and self advocacy skills.

HOW DOES IT WORK?

Students will meet with their advisor during the extended homeroom period which will now be lengthened to 23 minutes. On the days when advisory meets, we will not air the morning news show. Instead, only the Pledge of Allegiance will be recited, and crucial announcements will be made at the end of the day. The advisory groups will meet twice a month, on Fridays.

FLEX Program

WHAT IS IT?

The 2010 - 2011 school year marks the introduction of the FLEX period. 7th grade students will be scheduled to meet with one of their team teachers on an alternate day schedule. This period of instruction will allow team teachers to supplement the instruction occurring in the regularly assigned core classes.

Team Philosophy

The philosophy of the team program allows students, as well as teachers, administrators, the dean, and guidance personnel to work in a supportive environment

The team program also has a strong social component. Activities that are planned include field trips, school service and community service, which build pride and spirit for the team community. These all contribute to the goals of elevating the student's awareness of leadership, self-esteem, respect for others, and the realization of the student's highest potential. Many of the team activities are intended directly to make the student aware of personal responsibility. Our program encourages ideals such as intellectual rigor, individuality, and a spirit of helpfulness and a tolerance of others with divergent views. The student is preparing for a complex future world which demands not only hard work, but also problem-solving minds that reject simplistic solutions to complicated issues.

Finally, the team program provides a fuller, more coherent reporting to parents of their child's academic, social, and progress. The team teachers, with the counselor, are able to examine more facets of a child's performance and behavior to help nurture and challenge children in a positive, comfortable, and non-judgmental environment.

*“Coming together is a beginning.
Keeping together is progress.*

What is a Team?

At South Middle the seventh grade team program serves as a bridge for incoming seventh graders between the classroom organization of the sixth grade and the departmental structure of the secondary school. Students are placed in a group of 80-90 students who share many or all of the same teachers for math, English, social studies, and science. This program provides many advantages for the student:

- It allows flexible scheduling of time for group activities such as field trips, testing, guest speakers, cultural arts, film viewing and assemblies.
- Interdisciplinary learning permits the students to see the interconnections between math, science, English and social studies
- Group conferences with the guidance counselor and special education teachers help parents and teachers see the complex issues that students have to deal with.
- In joint planning periods, teachers more easily coordinate units and testing.

STAR PROGRAM

S – Studious

T – Truthful

A – Altruistic

R – Responsible



The **STAR of the Month** is one who is committed to the four tenets of STARdom. While leading by example, this student demonstrates courage, integrity, selflessness, accountability, and consistently uses good judgment.

Teachers consider the following qualities of students when awarding this distinction:

- Consistent effort with class obligations
- Character
- Accomplishments: academic, athletic, or community
- Behavior
- Attendance
- Attitudes toward others / learning

Celebrating Success

HONOR ROLL

To earn a place on the 7th grade honor roll students are required to:

Earn a 90 or higher quarter average in English, social studies, science, math, and foreign language.

Pass in ALL encore classes.

Demonstrate appropriate behavior and attitude in ALL classes.



“The difference between school and life? In school, you're taught a lesson and then given a test. In life, you're given a test that teaches you a lesson.”

~Tom Bodett

- Group conferences with parents allow for a fuller, more cogent description of a student's conduct and class performance.
- Students see their teachers as a diverse group of people who have a cohesive outlook on learning.
- Students are given a sense of ownership in their school community. Students are integral participants in many of the team activities.
- Further advantages of the program include the ease with which changes can be made to best fit the academic and personal needs of a child. Since this program focuses on flexibility, necessary adjustments are easily made.

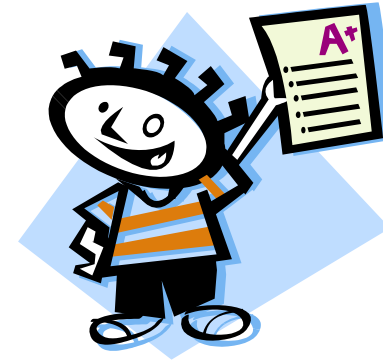
Another important objective is to provide an opportunity for the team teachers and the student's guidance counselor to meet regularly to discuss the overall needs of the students. The support and corroboration of these teachers along with the guidance counselor, special education teachers, the school psychologist, and other professionals in the building are important aspects of helping to build and maintain a sense of community within our school. This spirit of cooperation provides a role model for students

How Parents Can Help

Create Successful Habits

- Provide your child with a quiet place to work.
- Check your child's plan book for homework assignments and upcoming tests and projects.
- Check to see that your child has done his/her assignments neatly and completely.
- If your child does not have a specific homework assignment, he/she should spend about twenty minutes for each core subject reviewing notes or reading the text material.
- If your child is having difficulty with the material, you can guide him/her.
- Ask to see your child's tests and quizzes. Some require a signature.
- Check to see if your child has the appropriate materials for class.
- Periodically help your child to organize his/her own notebook.

Nurture Positive Relationships



Here are some more things you need to know about tests:

1. Each department has its own special extra help schedule and testing day. These are included in this packet.
2. Major tests will be given on test days and will be announced beforehand.
3. Quizzes may be given on any day of the week. They may be announced or unannounced.
4. There will be a final assessment in each team subject.

Assessments

As a seventh grader, you will find that there are greater demands in the area of evaluations. Tests will be given more often than in the past. Your teachers use these tests as a way of finding out how much you have learned and what topics need more work and study.

What happens if you are ill and miss a test? You have the opportunity to make up all tests and quizzes that you missed during your absence. Here is the procedure:

1. On the first day you return to school after being absent, it is your responsibility to discuss with your teacher making up the test.
2. You will be given a reasonable length of time to make up the test or quiz.
3. You are responsible for initiating and arranging for make-up tests and quizzes. Tests and quizzes not made up will result in a lowering of a quarterly grade.
4. Sometimes special arrangements will have to be made regarding make-ups because of unusual circumstances.
5. If you are absent only on the test day, and have been present for all instruction on the material being tested, you should expect to take the test on your first day back to school.

Foster Personal Responsibility

- On occasion have discussions with your child about class progress and behavior.
- Foster a positive attitude toward teachers and other students.
- If you have any questions, please call the guidance counselor and schedule an appointment with your child's teachers.
- Encourage your child to do the best he/she can.
- Urge your child to be an active participant in class by contributing to class discussions.
- Check with your child to make sure he/she has a dependable buddy for each class to help in case of absence.
- If necessary, encourage your child to go to after school help and/or the resource centers.

Homework Center

Room 622/624

Math Center

Room 803



What is Expected of Students?

A major goal of the seventh grade team is to have every student succeed in the seventh grade. Everyone can be successful and enjoy his/her day in school if certain basic expectations are met. These are:

1. Come to class prepared and on time. Bring the necessary books and tools.

Students must have a binder and a folder of a specific color for each of their team classes and their foreign language class.

TEAM BINDER COLORS	
ENGLISH	RED BINDER RED TWO-POCKET FOLDER
MATHEMATICS	BLUE BINDER BLUE TWO-POCKET FOLDER
SCIENCE	GREEN BINDER GREEN TWO-POCKET
SOCIAL STUDIES	BLACK BINDER BLACK TWO-POCKET FOLDER
FOREIGN LANGUAGE	GRAY BINDER GRAY TWO-POCKET FOLDER

2. Make sure your textbook is covered.
3. Respect the rights and property of other students.
4. Respect yourself.
5. Respect school property: never deface desks, books, walls, lockers, etc.

6. Follow the classroom routines set by your teachers.
7. Maintain a cheerful, cooperative attitude.
8. Ask questions of a teacher if you do not understand something
9. Return library books on time.
10. Respect substitute teachers.

EXTRA HELP SCHEDULE	
ENGLISH	TUESDAY
MATHEMATICS	MONDAY
SCIENCE	THURSDAY
SOCIAL STUDIES	THURSDAY
FOREIGN LANGUAGE	WEDNESDAY

TEST DAYS	PRIMARY	SECONDARY
ENGLISH	WEDNESDAY	FRIDAY
MATHEMATICS	TUESDAY	THURSDAY
SCIENCE	MONDAY	WEDNESDAY
SOCIAL STUDIES	FRIDAY	TUESDAY
FOREIGN LANGUAGE	THURSDAY	MONDAY