

Eastern Middle School Orientation Information

Introduction

Dear Eastern Middle School Families:

We're counting down the days until school starts! The excitement grows each day, and we are looking forward to welcoming you to Eastern for a new school year.

The staff and administration of EMS hope you have enjoyed a safe and relaxing summer. The first day of school is Monday, August 27, 2018. We look forward to seeing you, and to a great new school year. Below is important information regarding EMS activities, events and procedures. Please save this information for reference during the school year. Feel free to contact us if you have any questions. Enjoy the remainder of your summer!

- EMS Administrative Staff

Middle School Orientation, August 21, 2018

4:00 p.m. New Family Orientation in Media Center

A special event for those students and their parents who have recently moved into Forest Hills or have transferred from another district.

4:30 p.m. 7th Grade Orientation in Auditorium

EMS will hold orientation sessions for parents and students to receive back to school packets, student schedules and locker information. All 7th grade and new families are requested to attend the formal presentation. Packets containing student forms that need to be completed and returned to school will be distributed at orientation. A food service representative will be available to process deposits. A transportation representative will also be available to answer any bus route questions. Families with both a 7th and 8th grade students need only attend the 7th grade presentation. After orientation, families are welcome to walk through the student schedule and set up student lockers.

8th Grade Schedule/Package Pick up in Great Hall

- August 21st from 2:00-3:30 p.m.
- August 22nd from 2:00-3:30 p.m.

Eighth grade students and their parent/guardian are requested to come to school to pick up their packet during the days and hours listed above. Families are welcome to walk through the student schedule and set up student lockers.

Student Schedules

Schedule changes will be made only if a class is missing or repeated. Changes cannot be made to accommodate friends and/or teacher preferences. Parents should call the Guidance Office to speak with our counselor if a schedule correction is necessary.

Curriculum Night (September 6, at 6:00 p.m.)

Please mark your calendars and plan to join us for Curriculum Night. Curriculum Night is designed for parents and guardians to have an opportunity to travel through their student's schedule, meet each teacher, and learn about key units of study for the year and understand available student opportunities and expectations. The evening begins PROMPTLY at 6 p.m. on September 6, with parents beginning their evening in first hour classrooms. Your student will bring home a copy of their schedule for you to use. Allow a little time to make it to your student's first hour class

before the evening begins to collect handouts.

Student Pictures

Students will have their pictures taken on Wednesday, August 29. You will need an order form (mailed to you from Geskus Photography) and payment at this time. Picture retakes are scheduled on October 1.

Phone Numbers

Location	Phone Number
Attendance Office	493-8856
Guidance Office	493-8850
Main Office	493-8850
Media Center	493-8834
Transportation	493-8785
Athletics	493-8850
Fax	493-8859

Daily Class Schedule

Hour	Beginning	End
1 st Hour	7:45	8:42
Ace	8:47	9:12
2 nd Hour	9:17	10:14
3 rd Hour	10:19	11:16
LUNCH	11:16	11:46
4 th Hour	11:51	12:48
5 th Hour	12:53	1:50
6 th Hour	1:55	2:50

Important School Dates

Date	Events
Tuesday, August 21, 2018	New Family Orientation 7 th Grade Orientation 8 th Grade Packet Pick-up
Wednesday, August 22, 2018	8 th Grade Packet Pick-up
Monday, August 27, 2018	First Day of School
Wednesday, August 29, 2018	School Pictures (Order form required) Athletics Parent Meeting
Friday, August 31, 2018	No School
Monday, September 3, 2018	Labor Day – No School
Thursday, September 6, 2018	Curriculum Night
Thursday, September 13, 2018	7 th Grade Connects Day
Thursday, September 20, 2018	8 th Grade Canoe Activity
Friday, September 21, 2018	8 th Grade Canoe Activity

Suggested Materials List

General Supplies for all Classes:

- Pens/Pencils
- Lined paper
- Kleenex box for 1st hour class
- Backpack (must fit in 12" w x 11" d locker)
- Poster board
- Ruler
- Sticky notes (min 2 colors)
- 3x5 note cards
- Poster Board
- Flash Drive
- Glue Sticks
- 2 pocket folders

Language Arts:

- 1 inch & 2 inch, 3-ring binder
- 1 subject spiral notebook (college ruled)
- Red pens
- Earbuds
- Tab dividers
- Highlighters

Math:

- Pencils
- Lined paper/spiral notebook (college ruled)
- Dry erase markers
- Calculator: TI-30X, TI-30XS, TI-30X I, TI-30X II (not graphing)

Science:

- 1 inch, 3-ring binder
- (2) 1-subject spiral notebook w/pocket 11"x9"(8th grade)
- Colored pencils
- 5 tab dividers

Social Studies:

- 1 inch, 3-ring binder
- Colored Pencils
- Plastic accordion style binder

Physical Education:

- Athletic shoes
- Athletic Uniform (orders placed with PE teachers)

World Language:

- 3 ring binder
- 2 dry erase markers
- Closed container for flashcards (pencil box)

Textbook Information

Textbooks may be assigned to your student the first week of school by their teachers. Textbooks become the responsibility of the student when they are issued. Please be advised that any change in textbook condition other than normal wear will result in the student being assessed repair or replacement costs at textbook collection in June. If a textbook is lost during the school year, the student will receive another textbook after they have paid the replacement cost. If the book is found, a refund will be issued. Please instruct your student to write their first and last name on the inside cover of each of their textbooks. This assists us in returning a misplaced book to its owner.

Attendance

Will your student be absent from school?

Procedures

Please call the Attendance Office (493.8856), email Connie Culhane at cculhane@fhps.net, or send a note with your student to the Main Office, by 9:00 am for any of the reasons below.

- Illness/Trips/Family reasons
- Appointments - Please send a note with your student to the Attendance Office before school for an early dismissal pass.
- Absent 3 or more days - Your student is required to complete a Pre-Arranged Absence Form (available in the EMS office or download from website), filled out & signed by parent/guardian, signed by his/her teachers and Assistant Principal, and returned to the Main Office prior to departure.
- Students arriving late must enter the building from the Pettis Ave entrance. From the High School office, parent/guardian should sign student in on the EMS clipboard and call the Middle School office from the courtesy phone to let us know your student has arrived.
- Picking up your student – Please enter the building from the Pettis Ave entrance. From the High School office, please sign your student out on the EMS clipboard and call the Middle School office from the courtesy phone. We will send your student to you after you call.
- Students must be signed out by the parent/guardian, or an adult listed on their emergency form. According to FHPS policy, students cannot be released to anyone other than those listed on the emergency form.

Information

- Knapp Street Entrance is locked during the school day.
- Attendance Office is located in the EMS Main Office.
- Students should plan to arrive at EMS NO EARLIER THAN 7:20 a.m. EMS students are to leave the building by 3:15 p.m. unless they are participating in an adult supervised after-school activity.

Medications

If your child requires prescriptions or over the counter medications during the school day, please complete a Medication Authorization Form available in the EMS office or on our web site:

<https://www.fhps.net/middle-schools/eastern/>

Would You Like Communication From EMS?

We'll be using EMS School Messenger to notify you about events, important information, updates, reminders, etc. Customize your PowerSchool settings to receive notifications from Eastern Middle School and the District. For more information, go to <http://www.fhps.net/departments/technology/school-messenger-notifications/>

School Lunch

Prices: \$3.05/\$3.35/\$3.55 (includes milk)

Milk-only: \$.65

The lunch account your student used in elementary school is available to use in the middle school. Your student will use their Student ID number to purchase lunch. Menus are available at:

<http://fhps.nutrislice.com/>

Student Account Details

Please contact the food service department with any questions or concerns at (616) 493-8774.

Website Information

Have other questions about EMS? Go to our website at: <http://www.fhps.net/middle-schools/eastern/> to find more information about:

- EMS Staff
- EMS Calendar
- Media Center
- EMS Athletics
- School Nurse
- Health and Wellness Information
- Forms for sports, medication, insurance, etc
- Food Service/School Lunch/Online menus
- Course Descriptions
- Student Handbooks
- FHPS Policies, Resources and Forms

News Updates From FHPS

Beginning for the 2018-2019 school year, news updates will be emailed once a week and contain information from around the district, such as upcoming events, school/student/staff accolades, achievements, accomplishments, and more. Go to this link to signup: <https://www.fhps.net/about-us/subscribe-to-fhps-news/>

Communication From FHPS

The other messaging system, [SchoolMessenger](#), is only for families of currently-enrolled students. Examples of how the district uses [SchoolMessenger](#) are: to notify families of school closings/delays, to communicate an important message from the superintendent, and to alert families of school emergencies. Eastern Middle will use SchoolMessenger for non-emergency communication such as activity reminders, updates, and calendar dates. Go to this link to signup: <https://www.fhps.net/departments/technology/school-messenger-notifications/>

EMS Athletics

Wednesday, August 29, 6:00 p.m. - Required Parent Athletic Meeting in Auditorium

Per Forest Hills Board of Education required policy, parent/guardian of athlete participating in fall, winter, and or spring sports are required to attend the Parent Informational Meeting. Team rules and interscholastic information will be shared with parents at this time. For more information and questions, please contact Athletic Coordinator, Jennifer Hendricks at jhendricks@fhps.net.

This is a mandatory meeting for parents of 7th and 8th grade students planning to participate in any sport at EMS. Attendance is taken.

Fall: Girls' Volleyball & Cross Country

Winter: Boys' Basketball

Late Winter: Boys' Wrestling & Girls' Basketball

Spring: Track

Soccer, Swimming & Diving, and Tennis programs are offered through Community Education, Call 616.493.8950 or sign up online at www.enjoylearning.com

Fall sports sign up will be during lunch on Wednesday, August 29. Practices begin Tuesday, September 4.

Physicals

Athletes must have a current physical (dated after April 15, 2018) in order to participate in interscholastic athletics at EMS. This physical must be on file at school before his/her practice begins. We recommend you make a copy of the completed form in case you need it for another event or camp. Feel free to turn these in at the parent meeting.

Pay-to-Participate Policy for Middle School Athletics

The Forest Hills Public School District has a “pay-to- participate” policy for all middle and high school athletics. The policy will also be reviewed at the Parent Athletic Meeting.

Phone/Address Changes

If your address or phone number has changed since last school year, please correct this information on the Emergency Form you receive at Orientation in red ink. This information is essential to insure timely communication. You may also call Eastern Middle at (616) 493-8850 to update our records for any changes during the school year.

Please note that you will be required to provide proof of residency for all in-district address changes.