

1st Quarter Newsletter

Volume 5, Issue 1

Shawnee Middle School, Lima OH

August 7, 2023

From the Principal's Desk

By Anthony J. Cox
Shawnee Middle School

Believe it or not, I look forward to the end of summer. Don't get me wrong, I miss the extra time I get to spend at the pool or in our backyard. However, the end of summer marks a new beginning for everyone. To borrow a term from *The Seven Habits of Highly Effective Teens*, the beginning of a new school year is a **Momentous Moment**. As explained in the book, there are certain moments in life that contain momentum and power. A new school year does this for students. The beginning of a new school year marks a fresh start and fresh starts are great for goal setting.

In the next few weeks, sit down with your student and try to harness the power that a new school year brings. Have your child envision what type of student they want to be this year, write down goals, create behavioral expectations and make commitments while the excitement of the moment lasts. Placing these things in writing (forming a contract) will allow you to refer back to expectations numerous times throughout the course of the year while holding students accountable. However, when you do this make sure you create SMART goals. SMART goals should be created together (the student should have a say in creation). SMART stands for **s**pecific, **m**easurable, **a**ction-oriented, **r**ealistic and **t**imely. Then, post these in a visible place (the fridge or in the child's bedroom) referring to it throughout the course of the year.

Here is an example of a SMART goal. I will study/do homework at the kitchen table 5 out of 7 days in a week for at least 45 minutes. While studying the TV will remain off and I will be free of distraction giving mom/dad my cell phone.

I am looking forward to a great year.

New Faces at Shawnee Middle School

Welcome our new Middle School Staff:

Mrs. Patterson, Middle School Assistant Principal
Mrs. Quatman, 5th grade Science and Social Studies
Miss Shultz, 6th grade Science and Social Studies
Mrs. Wheeler, Guidance/Attendance Secretary
Mrs. Hasting, Middle School Secretary

SMS Schedule Pick Up

Students may pick up their schedules, chromebooks, and pay fees (**exact** cash or check - fees posted on page 2) on the following dates:

<u>Date</u>	<u>Grade</u>	<u>Times</u>
Wed., Aug 16th	7th&8th	8-11am & 1-3pm
Thurs., Aug 17th	5th&6th	8-11am & 1-3pm
Fri., Aug 18th	5, 6, 7, 8	8-11am & 1-3pm

Your Back-To-School Checklist

Shawnee Schools utilize many on-line options so you can manage your student's needs at your convenience.

☐ **FinalForms**

1. Review and update your student's information **before** school begins (and every time info changes)
2. Sign all forms for this school year.

Go to <https://shawneelima-oh.finalforms.com/>

☐ **PaySchools Central**

(First time users will need to click "Register", follow the prompts and have your student's ID # aka Lunch Code)

1. Pay fees (*Note: The \$30 chromebook insurance payment is required for ALL students regardless of Free/Reduced Status.*)

2. Add lunch money or fill out the Free/Reduced Application (*Check the box regarding School Fees*)

Go to <https://payschoolscentral.com/>

☐ **2023-2024 CALENDAR** - Review and/or print for all upcoming dates such as 2 Hour Delays, Early Dismissals, Winter and Spring Recesses etc.

Go to <https://www.limashawnee.com/> top right of page

Supply Lists

Fifth, sixth, seventh, and eighth grade supply lists are posted on the Middle School website

<https://www.limashawnee.com/o/shawnee-middle>

Sixth Grade Update

The sixth grade teacher structure has been changed due to financial cutbacks within the district. The sixth grade will function similar to the 7th and 8th grades. This means there are no more "teams" on the sixth grades.

Locks

Students in grades 6th, 7th, and 8th WILL NOT have to purchase a lock this year. Shawnee Middle School will provide a lock for each student's locker. If they lose their lock, they will be charged a \$2.00 fee.

Middle School Attendance Phone Number: **419-998-8058**

Please call the attendance office when your student is absent. There is a voice mail available 24 hours a day for your convenience. Failure to call regarding absences for any reason will result in your student being counted unexcused for the day.

1st Quarter Newsletter

Volume 5, Issue 1

Shawnee Middle School, Lima OH

August 7, 2023

Middle School Open House:

Wednesday, August 23rd, 2023, For All Grade Levels

PLEASE BRING YOUR CHILD'S SCHEDULE SO YOU KNOW WHO THEIR TEACHERS ARE

Grades 7&8 5:00pm-6:30pm

You may walk the building with your student at any time during the designated hours. Teachers will be in their classrooms to meet the students.

Sixth Grade 6:00pm - 7:00pm

6:00-6:30pm ALL sixth grade families report to the Large Cafeteria (7th/8th Cafeteria) for an informational meeting. 6:30-7:00 pm Walk your schedule and meet your teachers.

Fifth Grade 5:00pm - 6:00pm

ALL fifth grade students need to go to their homeroom (social studies) class for Open House. You may come and go as you please anytime between 5:00 and 6:00.

PLEASE BRING YOUR CHILD'S SCHEDULE SO YOU KNOW THEIR SS TEACHER. Fifth grade students may bring their supplies to Open House.

We will have a cafeteria cashier here so that you may put money on your students' lunch account.

*Please do not park in the grass. The high school parking lot can be used for additional parking.

School Fees

Students must pay fees (online, check payable to Shawnee Middle School or **exact** cash) the same day they pick up their class schedules or sooner if you pay online. Total balances (previous years' fees/fines) as well as this year's fees are due at this time. Students who do not pay their fees will receive their schedule the first day of school. Special Education fees will vary by grade level.

Grade 5	\$104.00
Grade 5 Special Ed.-Resource Room	\$70.00
Grade 6	\$103.00
Grade 6 Advanced	\$103.00
Grade 6 Special Ed.-Resource Room	\$64.00
Grade 7	\$109.00
Grade 7 Advanced	\$97.00
Grade 7 Special Ed.-Resource Room	\$83.00
Grade 8	\$102.00
Grade 8 All Advanced	\$73.00
Grade 8 Special Ed.-Resource Room	\$83.00
Grade 8 Regular Math with Advanced LA	\$85.00
Grade 8 Regular LA with Advanced Math	\$90.00

Students with Classes at Shawnee High School

The following 8th grade classes will be taught at the high school: Advanced Algebra I, Advanced Language Arts and Reading, and Spanish I. All of these classes except Advanced Language Arts and Reading are for high school credit and will count towards the high school transcript. Mrs.

Schmiedebusch, our 7th and 8th grade school counselor will walk the students over to the high school the first couple of days of school so students know where to report. For your reference, the room numbers at the high school are below:

209: Advanced Algebra I (Mr. Lora)

182: Advanced Language Arts & Reading (Mrs. Bloomfield)

252: Spanish I (Sra. Theis)

**Students that travel to the high school for 1st period will meet in the IMC at 7:35AM on the first day of school.*

New Student Ice Cream Social

All 5th - 8th grade students who are new to Shawnee Local School District are invited to an ice cream social and scavenger hunt at Shawnee Middle School on Monday, August 21, 2023 from 1:00-2:30 pm in the large cafeteria. Please RSVP to Mrs. Schmiedebusch (7th/8th School Counselor) at 419-998-8072 or ericas@limashawnee.com by August 17th. We look forward to seeing you there!

Chromebook Care

SMS Families please review these with your student. If we take care of the Chromebooks we can ensure their use for years to come and keep this program operational.

- No food or drink or pets should be near the Chromebook, charger, or the case.
- Bring your chromebook to school each day fully charged. A good strategy is to plug it in as soon as you finish your homework for the night, but leave it in your backpack to charge. This way you won't forget it! :)
- When moving the Chromebook use two hands. Do not pick it up by the monitor.
- Never pile items on top of your Chromebook.
- Lock your Chromebook when it is not in use.
- Protect your Chromebook from exposure to extreme heat or cold.
- Sign out and shut down daily or at least once a week at a minimum for operating updates.
- Do not put any stickers on the Chromebook or remove the school asset tag.
- Only clean the screen with a soft dry anti-static cloth or microfiber cloth.
- Remember you are responsible for any damage to the chromebook, charger, and case and will have to pay to repair it.
If it comes up missing you are responsible to pay for it.
- The \$30 chromebook insurance payment is required for ALL students regardless of Free/Reduced Status.

1st Quarter Newsletter

Volume 5, Issue 1

Shawnee Middle School, Lima OH

August 7, 2023

Morning Drop-Off

Bus drop off will be in the back of the school. Both lanes of traffic from Zurmehly and Beeler will be open for student drop-off. The safety of our students is our #1 concern. Please drive slowly and watch for children going through the parking lot, passing in front of your vehicle, and crossing the street. Give yourself plenty of time to drop-off and get to work. Please do not drop your student off at the crosswalk. The building does not open until 7:00 am. Students entering the building before 7:20 am must report straight to the 7th/8th grade cafeteria. Supervision will be provided.



Afternoon Pick-Up

Students riding buses will load in front of the high school. Parents can enter the Zurmehly Road entrance. Make sure all parking lanes are used between all parking spots. Parents can also use the Beeler Road entrance as long as they enter before 2:35pm. Cars should pull up as far as possible and not block the crosswalk. To avoid congestion, you may want to wait until 2:45pm to pick up your student. At this time all buses will be gone. If you choose this option, have your student wait by the doors at the main office. For safety reasons, students should NOT be picked up in the back of school.



Late Arrivals or Early Pick-Ups

Tardy middle school students can sign in themselves. If it is due to a medical appointment, be sure to send in an excuse slip from the provider's office. Students will ring the bell for admittance at the main entrance (N2), sign in at the Guidance/Attendance office, and we will be sure they get to class.

If a student needs to leave before dismissal, they must be signed out in the Front Office by an adult who is on their contact list. It is important to update Final Forms with any authorized individuals. ***We will only call down the student when the adult arrives and signs them out*** to ensure the student misses as little instructional time as possible.

Communication

Use the Middle School Website to stay informed and view our daily announcements, "Indian Information": [limashawnee.com - Schools - Shawnee Middle School - Under "Live Feed"](https://www.limashawnee.com/schools/shawnee-middle)

<https://www.limashawnee.com/o/shawnee-middle>

Bus Passes

The School Board has agreed that we will no longer issue bus passes. In the case where no one will be at the assigned bus stop for your student, parents will need to have their student picked up at school. This is for the safety of our students.

We appreciate your cooperation in helping us keep children safe. Please feel free to contact the Transportation Department if you have any questions.

From the Transportation Department

Go to <https://www.limashawnee.com/page/transportation> for all your transportation links and information.

The transportation department is transitioning to new software this summer. Bus information will not be available until after the second week of August. We apologize for any inconvenience this may cause.

PLEASE LOG IN TO FINAL FORMS 2023-2024

SCHOOL YEAR and make sure your busing information is updated and correct as this is where we will get your busing request.

We are excited about the new software, it is called Transfinder and will give you the ability to track your bus, set reminders and receive messages and notifications. We will notify you as soon as you are able to download the app and gather your student's bus information.

Thank you for your continued support as we move forward to provide you the best possible transportation experience for the 2023-2024 school year.

Mike Bosch, Transportation Supervisor

Email: mikeB@limashawnee.com Phone: 419-998-8034

1st Quarter Newsletter

Volume 5, Issue 1

Shawnee Middle School, Lima OH

August 7, 2023

Mid-Term Progress Reports

Mid-term Progress Reports will be available on ProgressBook for families to view. We encourage you to access your student's account on a regular basis to follow their progress over the course of the school year. Paper copies of mid-term reports will no longer be mailed out unless you formally request that we do so. Please call or email Mrs. Wheeler in the Guidance Office at 419-998-8074 or wheelert@limashawnee.com to request the mailing of a paper mid-term.

Dress Code

The Middle School Dress Code can be found in the Student Handbook in the front of your student's agenda. When shopping for school clothes modesty is always welcomed.

Students who do not comply with the dress code will be given a verbal warning for the first violation. Further violations will result in progressive discipline. Parents may be called to provide a change of clothing. Here are the specific rules you need to discuss with your student:

- Tank tops, spaghetti straps, muscle shirts, halters, bare midriffs, cut-off shirts, and short or crop tops are unacceptable for school wear.
- Tops should be no lower than 2" below the collarbone. A quick way to check is for the student to measure three fingers down from the collarbone.
- Shorts, skirts, dresses and split skirts must be at least fingertip length.
- Backs and stomachs should be covered at all times, including while sitting, bending, or standing.
- Excessive make-up, face painting, or writing on other students is not permitted at any time.
- Pajamas and slippers may not be worn. However, flannel pants similar to sweatpants may be worn.
- Ragged clothing or offensive language/sayings that distract from the learning environment should not be worn to school.
- Violations must be corrected before the student can go back to class.

Vacation Forms

Please be aware that a vacation form must be completed beforehand for any student going on vacation or going out of town one or more days. All such absences will be unexcused without a completed vacation form on file. You can obtain a form from the Guidance/Attendance Office or you can access it from the school website www.limashawnee.com by typing "Vacation Form" in the search bar. You may also access by logging into Final Forms and following this sequence: "Update Forms", "Situational Forms", "Request Absence Form".

Shawnee Middle School Attendance Policy

The faculty and administration have a commitment to provide a high quality education to its students. To achieve this goal, students must consistently be in attendance at school. All students are expected to be in all classes and study halls. Attendance and promptness to class are the responsibility of each student and their parent/guardian. Attending classes regularly and being on time allows the student to benefit from the instructional program as well as to develop the necessary job habits of punctuality, self-discipline, and responsibility.

Excessive absences cause a disruption in the learning process. Make-up work does not adequately substitute for classroom work. Students who display a good attendance record generally achieve higher grades, are more self-confident, enjoy school more, and are more employable after leaving school.

Therefore, to insure the highest level of success for each of our students, Shawnee Middle School will work cooperatively with parents/guardians and students to promote increased student attendance. Our policy is based on state attendance standards, clear and enforceable guidelines, and positive motivation for good attendance.

Furthermore, we are entrusted by Ohio law with accounting for the attendance of all students. Students and parents are both bound by Ohio attendance requirements. Such requirements state that students must be present at school unless excused for one of the reasons listed in Section 6 under "Attendance Policy" in the student handbook.

Parent/guardian must notify the attendance office at 419-998-8058 by 9:00am the day the student is absent if their student will not be in attendance at school, for any reason. We have voicemail at this number 24 hours a day for your convenience. Any student whose parent or guardian does not notify the attendance office of their student's absence will be counted as unexcused for the day. Please try to schedule appointments after school hours. We realize that this is not always possible. For those appointments scheduled during school hours, an excuse must be turned in to the Guidance/Attendance Office. A medical excuse must be turned in for all medical appointments.

Students arriving late to school must sign in at the Guidance/Attendance Office, **not** the Front Office. Students having appointments during the school day or leaving school early because of illness must have the person picking them up sign them out in the Front Office.

The Ohio Revised Code Section 3321.191© defines excessive absences as a student who is absent with or without a legitimate excuse for 38 or more hours in one school month, or 65 or more hours in one school year. A student who arrives at school from 7:35 am - 7:50 am will be counted tardy.

1st Quarter Newsletter

Volume 5, Issue 1

Shawnee Middle School, Lima OH

August 7, 2023

From the Cafeteria

Lunch will be served daily beginning the first day of school. Families who are interested need to complete and submit the Free/Reduced Meal Application *every* school year to see if their students qualify based on income. Also, please remember to check the box regarding School Fees. (Note: The \$30 chromebook insurance payment is required for ALL students regardless of Free/Reduced Status.)

Go to <https://payschoolscentral.com/> and Log In or Register. (First time users will need to click "Register", follow the prompts and have your student's ID # aka Lunch Code). You may also ask for a hard-copy from the Front Office. The previous year's status carries over to the first 30 days of the new school year.

Breakfast and lunch prices are as follows:

Elmwood & Maplewood Lunch	\$3.00
Middle School Lunch	\$3.25
High School Lunch	\$3.50
Breakfast	\$1.75

(or items can be purchased ala carte)

Please Remember Important Cafeteria Rules

- Food from McDonald's, Pizza Hut, Subway, etc. cannot be ordered in or delivered to students.
- Glass containers are prohibited.
- Carbonated/cafeinated beverages are not permitted in school.

Charge Policy for Unpaid Meals

- Students in elementary and middle school may charge up to \$10.00. There is no charging at the high school.
- Weekly unpaid balance letters will be sent home to parents of elementary students.
- When the limit is reached, a student may get a courtesy meal of a peanut butter sandwich and milk. If there is an allergy, a cheese sandwich will be substituted. A high school student may ask for the courtesy meal if they have no money.
- Food service staff will work diligently to enroll all eligible students in the free/reduced meal program.

Please feel free to contact me with any questions or concerns.

Kim Dotson, Food Service Supervisor

Email: kimd@limashawnee.com Phone: 419-998-8036



From the Nurse

Disbursement of Medication:

Before any medication (including any over the counter medication) may be administered to any student during school hours, the Board requires that the following conditions are followed:

1. A written request by the parent to the principal.
2. The written order of the prescribing physician.
3. The dosage and name of the medication.
4. The time at which or special circumstances under which the medication shall be administered.
5. Length of period for which the medication is prescribed.
6. Possible side effects of the medication.
7. All such prescription drugs must be maintained in their original container.
8. Blank medication permission forms are available in the office.

You can now use one form from the Ohio Department of Health (ODH) that covers all your medication needs. This will need to be signed by your healthcare provider and parent/guardian. The form can be found on the website www.limashawnee.com - click "Menu", under DISTRICT click "Health and Wellness". You can print the form and take it with you to your doctor. This form must be completed before medication can be given at school; prescription and/or over the counter medications.

Attention 7th Grade Parents

ODE requires all incoming 7th graders to receive a Tdap booster (tetanus, diphtheria, and pertussis) and their first meningitis vaccine. These immunizations can be obtained from the Allen County Health Department or from your family physician. The school requires proof of these immunizations within the first 15 school days or your child may be excluded from attending until the requirements are met or a signed waiver is received for one or both vaccines. We appreciate all of you who have already scanned your student's updated immunization record and sent it via email.

Please feel free to contact me with any questions or concerns. Thank you and Stay well!

Heather Sosby, R.N., School Nurse

Email: sosbyh@limashawnee.com Phone: 419-998-8065



1st Quarter Newsletter

Volume 5, Issue 1

Shawnee Middle School, Lima OH

August 7, 2023

Title I

You have the right to know about the teaching qualifications of your child's classroom teacher in a school receiving Title I funds. The federal No Child Left Behind (NCLB) Act requires that any local school district receiving Title I funds must notify parents that they may ask about the professional qualifications of their child's classroom teacher.

These qualifications include-

1. Whether the teacher has met the Ohio teacher licensing criteria for the grade level and subject areas in which the teacher provides your child instruction.
2. Whether the teacher is teaching under emergency or temporary status that waives state licensing requirements.
3. The undergraduate degree major if the teacher and any other graduate degree or certifications (such as National Board Certification) held by the teacher and the field of discipline of certification or degree.
4. Whether your child is provided services by instructional paraprofessionals and, if so, their qualifications.

School Volunteers

Beginning July 1, 2023, the Shawnee Local School District Board of Education requires all volunteers to be approved by the board of education and complete a successful background check prior to serving in a volunteer capacity.

Volunteer status includes any individual who may be directly or indirectly responsible for students. **Volunteer background checks completed at the District Central Office will be paid for by the District. Volunteer background checks completed outside of the District Central Office will be at the expense of the volunteer.** All background checks must be completed through a WebCheck agency that utilizes The Ohio Attorney General's Bureau of Criminal Investigation (BCI). Background checks can be completed Monday - Friday, 7 a.m. - 3 p.m. Call 419-998-8031 to schedule an appointment.

Volunteers are also required to complete and submit a Volunteer Registration Packet. This packet is available on the District website:

<https://www.limashawnee.com/documents/district/volunteers/359268> Email an administrator in the building you wish to volunteer or dittol@limashawnee.com with any questions.

7th and 8th Grades QUIZ BOWL Team

Tryouts will be Aug 28 after school until 3:30 for any 7th and 8th grader interested. Practices will begin Wed, Aug 30 from 2:45-3:30. Practices are held every Mon and Wed until meets begin. See Mrs. Latta with questions.

Kindness Locker Donations

Shawnee Middle School is accepting donations for our Kindness Lockers which offer personal care items and other supplies to students who can use them. Deodorant, shampoo/conditioner, toothpaste, toothbrushes, school supplies, snacks, and water are needed. Mark donations Attention: Mrs. Adlesh or contact her with any questions at adleshk@limashawnee.com

Teacher In-Service Dates

Teacher development and staff training will occur on the following dates throughout the upcoming school year. A two hour delay schedule will be followed on these dates. Please make your calendars.

September 27th, October 25th, January 24th, March 6th

Cell Phones

Cell phones are to be shut off when entering the Middle School building. Students should secure their phones as the school is not responsible for lost or stolen cell phones. Cell phones may be used after the final bell at the end of the day. Families are asked **not** to phone or text their students during school hours. If there is an urgent message that needs to be given to a student, please call the school office and the message will be delivered. If a student is ill, they are to report to the nurse and they will phone home. Violation of these rules will result in progressive discipline.

A Glance Ahead

Wed 8/16 Schedule pick up for 7th & 8th grades

Thurs 8/17 Schedule pick up for 5th & 6th grades

Fri 8/18 Schedule pick up for 5, 6, 7, & 8 grades

Wed 8/23 Middle School Open House

-Fifth Grade 5:00pm - 6:00pm

-Sixth Grade 6:00pm - 7:00pm

-Grades 7&8 5:00pm-6:30pm

Thurs 8/24: First day of school for students

Mon 9/4: No School - Labor Day

Wed 9/27: 2 Hour Delay - Teacher In-Service

Fri 10/6: SMS Fall Picture Day

Wed 10/25: 2 Hour Delay - Teacher In-Service

Fri 10/27: End of First Nine Weeks

Weds 11/1 & 11/8: SMS Parent Teacher Conferences

Fri 11/10: No School K-8 Parent Teacher Conferences

Tues 11/21: Early Dismissal 12:55pm

Wed 11/22: No School Parent Teacher Conferences

Thurs 11/23 – Fri 11/24: No School Thanksgiving Recess

Fri 12/1: SMS Picture Retakes

Thurs 12/21 – Tues 1/2/24: No School Winter Recess

**Find the full 2023-2024 District Calendar at*

<https://www.limashawnee.com/> top right of page