



2022—2023 School Year

Middle School Orientation

Welcome to Horseheads Middle School

On behalf of all of us at Horseheads Middle School, we welcome you as a new member of our school community. Students and staff at the middle school work within the framework and fundamental characteristics of our **Raider Way** and **THINK** programs.

Our **Raider Way** program guides students as they develop into trustworthy, respectful, responsible, fair and caring citizens. In addition to the **Raider Way**, we also ask students to **THINK** before interacting with peers and staff. **THINK** requires students to ask themselves if their written and spoken communication is **T**True, **H**Helpful, **I**Inspiring, **N**Necessary and **K**Kind.

In addition, we encourage students to follow the **FISH Philosophy**, which teaches us to *Choose Your Attitude, Make Their Day, Be There and Play.*

We encourage all students to develop a **Growth Mindset**. By having a **Growth Mindset**, students can develop the grit necessary to persevere through challenging tasks and view failure as an opportunity for learning.

Working within the frameworks of the **Raider Way**, **THINK**, **FISH** and **The Growth Mindset**, we are committed to providing a quality education for all students within a nurturing environment. The educational demands placed on our students

continue to increase as we prepare them for college and careers. Through rigorous and relevant instruction, we provide the learning opportunities necessary for success in middle school, high school and life beyond graduation.

Student success increases when schools and families work together. Therefore, please contact us with any questions, concerns or suggestions as we work together to provide valuable learning opportunities for our students.

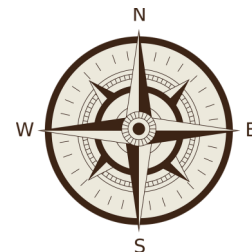
Point Yourself in the Right Direction!

New Student and Parent Orientation: September 1st at 9 AM and 6 PM

Students will meet with their school counselors, pick-up their schedules, tour the building and practice using their lockers.

Parents will meet with the school administrators to review the middle school procedures and get their questions answered.

Both programs will last approximately 30 - 45 minutes.



Monthly newsletters are emailed. If you would like a hard copy, please contact the middle school main office.

Make it a great day...



**Choose Your Attitude
Make Their Day
Be There
Play**

The FISH Philosophy

Before saying or doing anything, *THINK*:

T ... *is it true?*

H ... *is it helpful?*

I ... *is it inspiring?*

N ... *is it necessary?*

K ... *is it kind ?*

- * Come to school everyday
- * Turn off cell phones
- * Get to class on time
- * Be prepared with materials
- * Use your planner
- * Complete all work
- * Ask for help
- * Stay organized
- * Follow directions of adults
- * Have a *Growth Mindset*
- * See something, say something

The Raider Way



Fair and Just

Respectful

Responsible

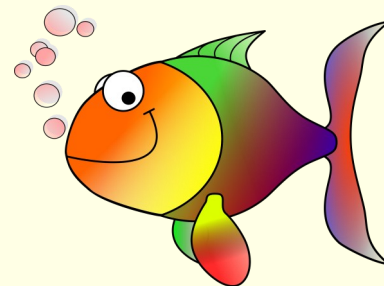
Good Citizen

Trustworthy

Caring and Kind

...the Raider Way

The Four Principles of the Fish Philosophy:



The "Fish"monger's Philosophy

What's a fishmonger, you ask? A person who sells fish of course! In 1930s Seattle, Washington, a fish-market stall opened at the Pike Place Market. The Pike Place Fish Company served its customers well for decades. When former employee, now owner, John Yokoyama, began to stir the pot, he found a better way for his employees to enjoy their job. The self-proclaimed World Famous Pike Place Fish Market became known as the place where the fishmongers threw fish — literally! The fishmongers put on a show that the customers loved. They would throw whole fish across their stall, sometimes to the customer. Each transaction became a positive, uplifting experience for everyone. The fish market became one of Seattle's top tourist attractions. How did this happen? Fish Philosophy, of course.

The workers there found that four basic principles were their key to success:

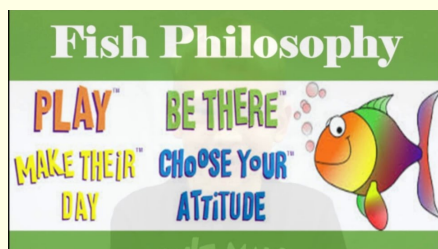
Be there in the moment (for their customers)

Play (by putting on a show)

Make their day (involving the customers)

Choose your attitude (how do you want to feel?)

At Horseheads Middle School, we want to be there for our kids everyday! By following these "Fish Philosophies" at school and at home, we will all benefit by having more fun, being involved in each others' daily lives, and continuing to learn and grow in a positive atmosphere.

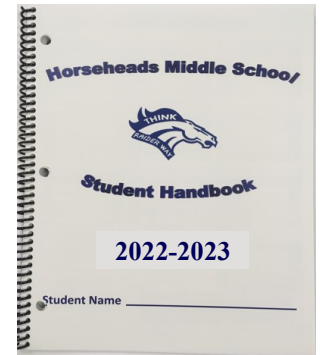




Student Handbook

All students will receive a student handbook to help them plan and adjust to middle-school expectations. Students should use the handbook to keep track of homework, record test dates and plan for long-term projects.

In addition, students must read the **District Code of Conduct** and **Middle School Building Procedures**. Important phone numbers and websites can be found in the front of the handbook. When used effectively, the handbook can help make the transition to middle school a positive experience.



Be sure to use Parent Portal to help you keep track of your student's grades. Visit the district website or contact the guidance office if you need to sign up.

"Blue Notes"

"Blue Notes" are not required to change dismissal plans at the middle school. Notes are only required if students are leaving early for appointments or when students are absent from school.

Visit Our District Website At: <http://www.horseheadsdistrict.com/index.cfm>



Grade Reporting

Student progress reports are distributed to students during 10th period approximately five weeks before the end of each marking period. Report cards are distributed to students during 10th period at the end of each marking period. The district calendar shows our progress report and report card distribution dates. In addition, you will receive an all call to remind you when progress reports and report cards are issued.

Please be sure you have registered for the Parent Portal. This system

allows you to monitor your student's grades throughout the marking period. If you need to register for Parent Portal, please visit the District website or contact our guidance office.

If you would like to schedule a meeting to discuss your student's progress, please call your student's school counselor.

Students can keep track of their progress using the Student Portal at anytime during the school year.



Middle School Contacts

Middle School Main Office - 739-6357

Principal – Ron Holloway
 Assistant Principal – Tom Hoeffner
 Nurse – Annette Cobb
 Main Office Secretary – Ronda Smith
 Attendance Secretary - Sarah Cline

Guidance Secretary – Maggie Bleeker
 Guidance Secretary – Kathryn Whitmarsh
 Guidance Counselor – Steve Micknich (A-K)
 Guidance Counselor – Marti Clark (L-Z)
 School Psychologist – Nicole Marinaccio
 Social Worker – Melanie Rahr
 Social Worker – Kristen Sternquist



Due to the large volume of students being dropped off in the morning, the drop-off line can become very long. Please allow extra time in order for your student to arrive on time. Thank you for your patience and helping our morning drop off go as safely and efficiently as possible.

Middle School Time Schedule

Students are expected to be in first period by 7:45 for morning announcements.

7:15 – 7:38– Parent Drop Off

(Students Wait in the Middle School Café)

7:30 – 7:45 – Buses Unload

(Students Wait in the Intermediate School Café)

7:38 – Students Dismissed to 1st period

7:45 – 8:30 – 1st Period and announcements

8:34 – 9:14 – 2nd Period

9:18 – 9:58 – 3rd Period

10:02 – 10:42 – 4th period

10:46 – 11:26 – 5th Period

11:30 – 12:10 – 6th Period

12:14 – 12:54 – 7th Period

12:58 – 1:38 – 8th Period

1:42 – 2:22 – 9th Period

2:26 – 2:30 Afternoon Announcements

2:30 – 3:05 – 10th period

3:05 Dismissal – Early Buses, Walkers and Pick-ups

3:08 Dismissal – Late Buses



Sample Student Schedule

	O	E
Period 01 Time 7:50 - 8:30	HEALTH Gush(212)	HEALTH Gush(212)
Period 02 Time 8:34 - 9:14	SOC ST 7 Porter(120)	SOC ST 7 Porter(120)
Period 03 Time 9:18 - 9:58	ENGLISH 7 Kelly(LGI)	ENGLISH 7 Kelly(LGI)
Period 04 Time 10:02 - 10:42	STUDYHALL Blanchard(CAFE)	STUDYHALL Blanchard(CAFE)
Period 05 Time 10:46 - 11:26	PHYS ED Gush(GYM)	ART 7 Kendall(116)
Period 06 Time 11:30 - 12:10	MATH 7 ACCEL Rutherford(119)	MATH 7 ACCEL Rutherford(119)
Period 07 Time 12:14 - 12:54	LUNCH/STUDY Williams(215)	LUNCH/STUDY Williams(215)
Period 08 Time 12:58 - 1:38	SCIENCE 7 Bates(219)	SCIENCE 7 Bates(219)
Period 09 Time 1:42 - 2:22	SPANISH IA Grund(210)	SPANISH IA Grund(210)
Period 10 Time 2:26 - 3:05	7W PERIOD 10 Kelly(212)	7W PERIOD 10 Frisbie(212)

Required Courses

Meets Everyday for 40 Weeks:

- ELA
- Foreign Language
- Science
- Social Studies
- Math
- Concert Band *

Meets Every Other Day for 40 Weeks

- Accelerated Art*
- Physical Education
- Raider White Band *
- Raider Blue Band *
- Orchestra *

Meets Everyday for 20 Weeks

- Health
- Technology
- 8th-Grade Family and Consumer Science

Meets Every Other Day for 20 Weeks

- Art
- Choir and General Music *
- 7th-Grade Family and Consumer Science

* Students have some choice with their music.

Students at Horseheads Middle School are scheduled for 10 periods each day and follow an odd- or even-day schedule. **The first day of school is always an ODD day.**

Understanding Your Student's Schedule

Homeroom Partners

Your student will use this number for login and lunch.

We have 3 teams: Blue, Gray and White.

Student: Doe, Jane T. **Student ID: 1234567** **Grade: 7** **Homeroom: Hale/Williams(108)**
Locker: 123 **Combo: 0-0-0** **Team: 7 Blue** **Counselor: Clark**

Located near your homeroom or 10th period room.

ODD Day

EVEN Day

Ms. Clark (L - Z)
Mr. Micknich (A - K)

Period and Class Times

	O	E
Period 01 Time 7:50 - 8:30	HEALTH Gush(212)	HEALTH Gush(212)
Period 02 Time 8:34 - 9:14	SOC ST 7 Porter(120)	SOC ST 7 Porter(120)
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Room where your class will be held.

Large Group Instruction Room

We follow an odd-day and even-day format. O stands for Odd; E stands for Even. First day of school is always an Odd day.

Honor Roll

Students who earn an average of 85-89.99 will be placed on the Honor Roll; 90-94.99 will be placed on the High Honor Roll; 95-100 will be placed on the Distinguished High Honor Roll. We distribute Honor Roll Certificates to students during 10th period at the end of each marking period.

Quality Parties

Students qualify for 10th Period Quality Parties by meeting the following criteria:

- Being a quality student (see below)
- Maintaining an average of 70 or above
- Having no disciplinary referrals
- Maintains regular school attendance

A Quality Student at Horseheads Middle School is:

- Prepared for class, on time and ready to learn
- Completes all homework, class work and class projects to the best of their ability
- Knows and understands school policies and procedures and accepts the direction of teachers, school officials and others who have been assigned the responsibility to enforce them

Health Information

- All 7th-grade students are required to have a physical dated **September 8, 2021** or later.
- An Emergency Contact Form will be sent out the first week of classes. **Please remember to sign and return this form.**
- Vision and hearing screenings will be conducted in the health office for all 7th-grade students, unless provided by a private physician.
- We encourage self-carry medication orders for inhalers and EpiPens.
- Inhalers and EpiPens are the only medications that a student is allowed to carry. They must be carried by the student and not put in their locker.
- Physician's order can be obtained to have other medications available in the health office for students to use as prescribed. Examples include pain relievers and cough drops.
- Routine medication requires a physician's order and parent signature each school year.
- All medications **must be delivered** to and picked up from the Health Office by a **parent**.

New York State now requires all incoming 7th-grade students receive one dose of the Meningococcal Vaccine prior to entering the 7th-grade school year. Your child will not be able to attend school beginning **9/20/22** without proof of immunization. If you are new to the district, a copy of your student's immunization record is required within 14 days of entry.

Middle School Opportunities

- 10th-Period Activity Parties
- 10th-period Guest Speaker Series
- Assemblies
- Athletics
- Band
- BOCES Career Day
- Community Service Events
- Library Workers
- Mock Interviews
- Orchestra
- PONY Express Pass
- School Dance & Open Gym
- School Store Workers
- Variety Show
- Vocal Music
- Accelerated Art (HS Credit)
- Accelerated Math (Algebra I HS Credit)
- Foreign Language (HS Credit)
- Living Environment (HS Credit)
- Gay-Straight Alliance (GSA)
- Harmony Bridge
- HMS Live
- National Junior Honor Society
- Robotics
- Science Olympiad
- Scholastic Challenge
- School Musical
- Student Council
- Student Leadership Team
- Technology Guild
- Yearbook

Athletic Opportunities

Fall Sports

Varsity and Junior Varsity:

- Boys Cross Country
- Football
- Boys Golf
- Boys Soccer
- Girls Soccer
- Girls Cheerleading
- Girls Cross Country
- Girls Swimming
- Girls Tennis
- Girls Volleyball

7th & 8th Grade:

- Girls and Boys Cross Country
- Football
- Girls Volleyball
- Girls Swimming
- Girls and Boys Soccer
- Coed Golf

Winter Sports

Varsity and Junior Varsity:

- Boys and Girls Basketball
- Boys and Girls Bowling
- Boys and Girls Indoor Track
- Boys Swimming
- Wrestling
- Girls Cheerleading

7th & 8th Grade:

- Girls and Boys Basketball
- Boys Swimming
- Wrestling

Spring Sports

Varsity and Junior Varsity:

- Boys Baseball
- Boys and Girls Lacrosse
- Boys Tennis
- Boys Track
- Girls Track
- Girls Softball
- Girls Golf

7th & 8th Grade:

- Boys Baseball
- Girls and Boys Lacrosse
- Girls Softball
- Girls Track
- Boys Track

⇒ **Please visit the Athletics website for registration dates and other important information.**

<http://www.horseheadsdistrict.com/athletics.cfm>

Student Attendance



“Middle School attendance and GPA provide the best indication of how students will perform in high school classes.”

Source: <https://www.attendanceworks.org/wp-content/uploads/2017/09/5-Key-Findings-MG-Final.pdf>

Students enrolled in a high school credit-bearing course must be in attendance 85% of the scheduled class periods. Students lose credit on the 29th absence in a course that meets every day all year.

When students are absent from school, please contact the middle school main office by 9:00 AM to request their work. It can be picked up between 3:15 and 4:00pm. Students must bring a written excuse upon returning to school. Parents may also email the excuse to the attendance clerk.

Directions for using Canvas (replaces *itslearning*) for makeup work will be provided when they become available.

For more information regarding attendance, please visit <https://www.attendanceworks.org/research/middle-and-high-school/>

All Students Will Be Assigned a Locker

Students will be permitted to carry a backpack and a water bottle throughout the school day. Students may not carry open drink containers, such as cans of soda, or food outside of the cafeteria.

Cell Phones and Electronics

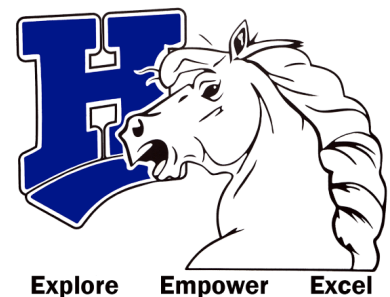
Students are required to turn off personal cell phones and other electronic devices when they enter the building. Students may receive permission from the main office to use a cell phone to communicate with a parent or guardian during the school day. Teachers may also grant permission to use cell phones for educational purposes in their classroom. Unauthorized use of a cell phone will result in disciplinary action per our cell phone procedures.



School Supplies

We are asking students to come with materials they feel will help them be successful. However, the following items will be required:

- Backpack or other bag
- Three-ring binders: *We suggest one binder for AM and one for PM classes*
- Folders and dividers
- Loose-leaf paper or spiral notebook
- Composition notebook
- Dry erase markers
- Index cards
- Earbuds
- Pens, pencils and highlighters
- *Please Note: Some teachers may require additional supplies*



Middle School Award Programs

We believe that students should be honored for their academic accomplishments, as well as their commitment to following the Raider Way. We offer several awards and recognition for student achievement.

Honor Roll

Students qualify for the Honor Roll by meeting the criteria outlined below:

95-100	Distinguished High Honor Roll
90-94.99	High Honor Roll
85-89.99	Honor Roll

Honor Roll certificates are distributed during 10th period following each marking period. Students who fail one or more classes are not eligible for the Honor Roll.

National Junior Honor Society (NJHS)

Students meeting the initial screening criteria will be invited to apply for the National Junior Honor Society. The criteria is listed below:

- Students must achieve an average of 90% or higher in all of the following subjects:
 - English
 - Foreign Language
 - Math
 - Science
 - Social Studies
- Students must demonstrate the following characteristics:
 - Create enthusiasm for scholarship
 - Stimulate a desire to render service
 - Promote leadership
 - Encourage responsible citizenship
 - Develop and maintain good character

Once students receive their invitation to apply, they must complete an online application and attend an informational meeting. Applicants are then reviewed by the NJHS faculty selection committee. Successful candidates will receive an acceptance letter and invitation to the ceremony in late May. Students will remain members of the NJHS as long as they continue to uphold the high standards of the society.

8th Grade Awards

- President's Award for Educational Excellence
 - Students must maintain an average of 90% or higher in math, English, science, social studies and foreign language over the course of seven marking periods at the middle school.
- Highest Average Award
- Triple C Award
 - Each 8th-grade team nominates a student who they feel best meets the criteria of commitment, character and courage. These students are honored with a certificate from the Attorney General of New York State.
- Art Award
 - Middle School art teachers select two students who demonstrate excellence in the area of art. Students will have their artwork framed and displayed at the middle school.

Drop Off and Pick Up

We are currently working to improve our –pick-up and drop-off procedures. Please look for more details in our summer newsletter coming out soon.

Due to the volume of students being dropped off and picked up, the line can become very long. We ask that you help alleviate unnecessary wait time by following these simple procedures:

- Utilize the entire drop-off lane. Please do not wait until you have pulled up to the entrance to drop off your students. Approximately 10 cars can drop off and pick up students simultaneously. Please stay in line. **Do not drop students off or pick them up in the staff and visitor parking lot.**
- Students should exit the vehicle as soon as it is safely stopped. Please be sure students have all of their belongings ready to go.
- **Do not drop students off on Sing Sing road.**
- Students should be walking in the door no later than 7:40 so they can be in 1st period by the 7:45 tardy bell. Students with three tardies to 1st period may be assigned a detention.

Thank you for your patience and helping our morning drop off go as safely and efficiently as possible.



Making Improvements...

please stay tuned.

