



Dover Intermediate School

**Parent  
Information  
Packet**



# SAMPLE SCHEDULE

<b>Homeroom</b>	20 minutes
<b>Flex/ Music</b>	40 minutes
<b>ELA</b>	60 minutes
<b>Math</b>	60 minutes
<b>Exploratory</b>	40 minutes
<b>Lunch/ Recess</b>	25 minutes/ 20 minutes
<b>Science</b>	60 minutes
<b>Social Studies</b>	60 minutes

## SCHOOL DAY

**7:35 am** - Students permitted to enter DIS

**7:50 am** - Students dismissed to homeroom

**2:35 pm** - Dismissal

## ACADEMIC SERVICES

At Dover Intermediate School (DIS), we challenge our students to reach for high goals academically, socially and personally. Our staff is committed to helping each student master state standards in the core subjects through a variety of proven data-based instructional strategies. Our school schedule is designed to provide opportunities for intervention and academic support, as well as enrichment. At DIS, we strive to meet the unique instructional needs of all students by offering the following continuum of services in Math and English Language Arts: Small Class Learning Centers, Co-taught Classes, General Education Classes, and Advanced Classes for students who are identified as gifted.

## FLEX/MUSIC

Students taking one music course typically have two days of music per week during Flex period, and students taking two music courses will have four days of music per week. On non-music days, students will meet in small groups with teachers for intervention/enrichment or will have study hall.

## EXPLORATORY

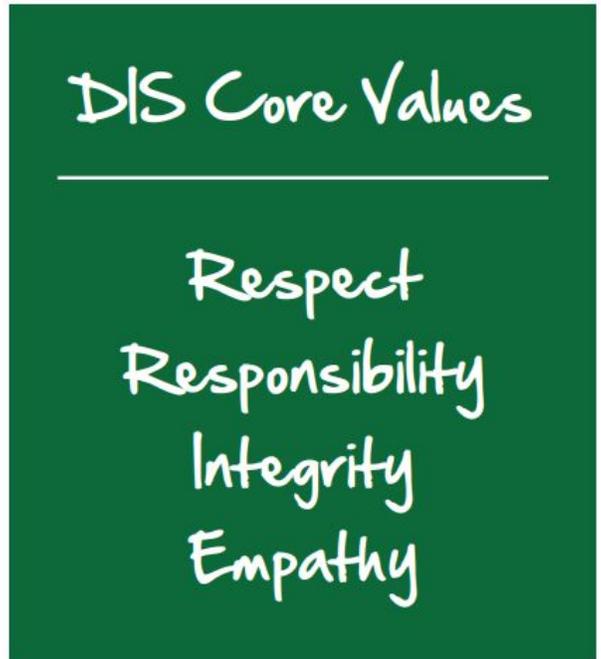
Students take one quarter of Art, one quarter of PE and one semester of World language (French or Spanish).

## WIN DAY ("WHAT I NEED" DAY)

On WIN-Day, students will have an adjusted schedule to provide additional time for intervention and enrichment.

# POSITIVE BEHAVIORAL INTERVENTIONS & SUPPORTS (PBIS)

Our PBIS program provides a multi-tiered approach to social, emotional and behavior support for the purpose of improving social, emotional and academic outcomes for all students. Over the course of the school year, students engage in a number of activities and lessons to learn expected behaviors. Each quarter we have Distinguished Demon Day, and formally recognize and celebrate students who embody one of our core values at a school-wide assembly. We also recognize students through positive office referrals, the use of a token economy system (Dover Dough Rewards), and positive postcards, to name a few. In addition to outlining expected behaviors, the PBIS system also provides a framework for conflict resolution (Figure 1) and the progressive steps of disciplinary action (Figure 2).



## OUTDOOR EDUCATION

### 5th GRADE

Fifth graders will have the opportunity to participate in an Outdoor Education Program with Camp Nuhop. Camp Nuhop staff travel to the Dover Intermediate School Campus to provide our 5th grade students with a day-camp style experience that emphasizes team-building through fun, strategically designed, action-based activities that encourage growth in the areas of trust, communication, self-confidence, and leadership.

### 6th GRADE

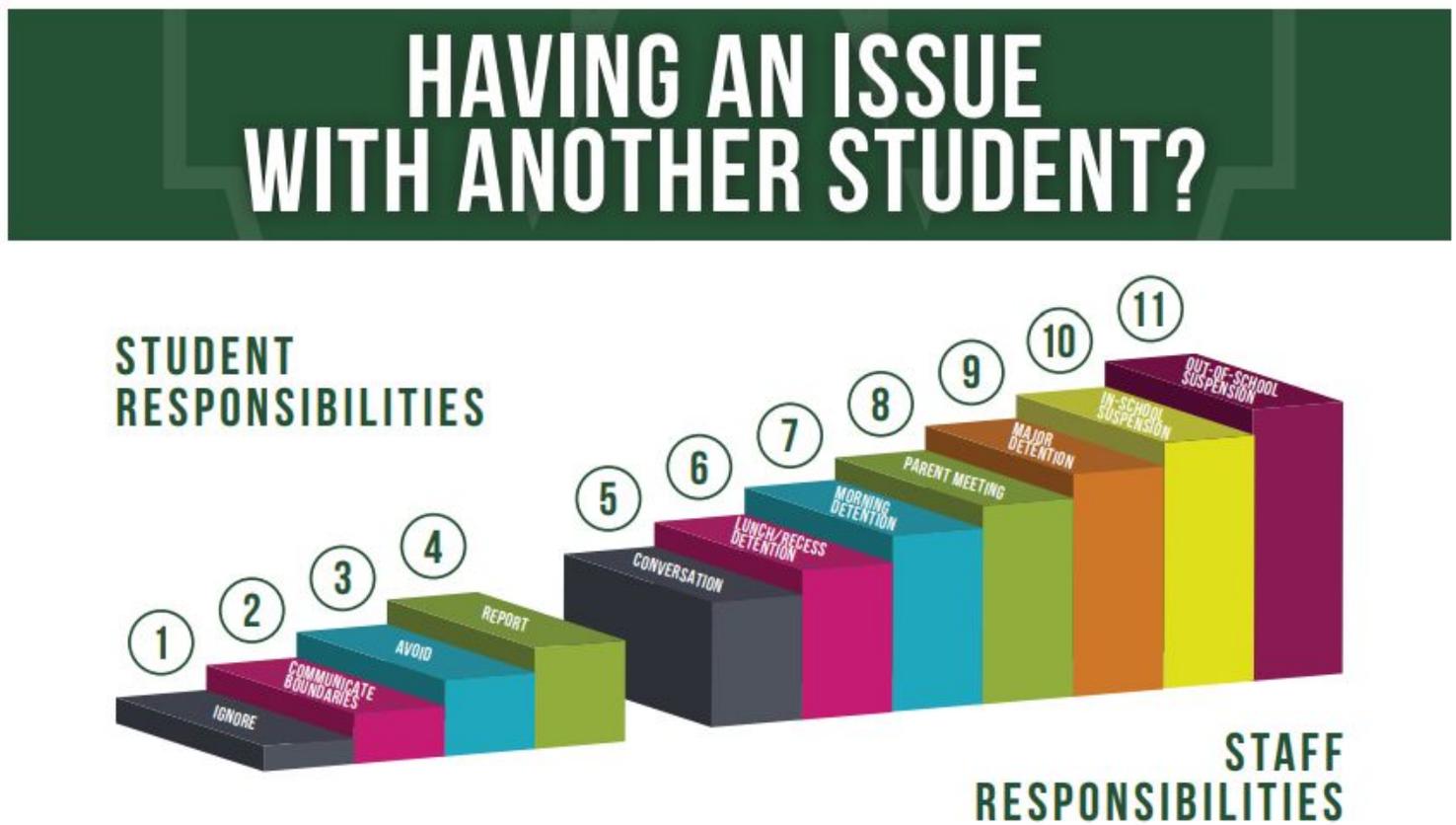
Sixth grade students are afforded the opportunity to participate in an **overnight** Outdoor Education Program at Camp Nuhop. Camp Nuhop emphasizes the study of nature in an outdoor setting and is intended to be educational. This activity provides an opportunity for growth in the areas of social interaction and community responsibilities. Camp Nuhop is located five miles south of Loudonville, and features heated cabins with hot and cold running water and an on-site cafeteria.



Figure 1



Figure 2



*This is not a comprehensive list of potential consequences. Other methods, including restorative justice practices, natural consequences, and academic detentions, may also be used.*

# STUDENT, PARENT & TEACHER RESPONSIBILITIES

Students will...	Parents will...	Teachers will...
Attend school regularly and arrive on time	Communicate with teachers regarding any questions/ concerns	Post learning targets and assignments and provide clear expectations for work completion
Be prepared for class with proper materials	Encourage a positive attitude about school and learning	Provide enriching, engaging learning opportunities for all students
Maintain a positive attitude and strive to be your personal best	Ensure your student is getting enough sleep by establishing nightly routines	Provide repeated opportunities for learning and demonstrating mastery
Demonstrate expected behaviors as outlined in the PBIS matrix	Set boundaries for technology use	Differentiate instruction and assessment based on student learning needs
Respect the opinions, viewpoints and differences of others	Check the student planner each evening	Assess learning frequently, and give timely feedback on learning
Respect all school personnel & school property	Provide a quiet workspace for homework	Update PowerSchool to reflect learning/ assignment completion
Write assignments in the student planner & take home necessary materials to complete homework	Check school work for effort and completion	Model and teach expected behaviors
Check PowerSchool to monitor grades	Check PowerSchool to monitor grades	Communicate concerns to parents in a timely manner
Take responsibility for your choices and potential positive or negative consequences	Call the attendance line to report absences or notify the school of early pickups	Foster a positive attitude about school and learning
Dress according to the appearance code detailed in the student handbook		

## CLUBS & ACTIVITIES

Math Club  
 Crepe Club (French class)  
 Orchestra  
 Greensleeves (Orchestra group)

Student Council  
 Band  
 Choir

# CLUBS & ACTIVITIES

## **Who should I contact with questions or concerns about my student?**

Contact your student's homeroom teacher for general questions. If you have a content specific question, ask the content teacher. Staff email addresses can be found at [wlake.org](http://wlake.org).

## **What courses make up the Exploratory rotation?**

Students take one quarter of Art, one quarter of PE, and one semester of World Language (French or Spanish).

## **What is the procedure if I need to pick my student up from school early/ dropped off late?**

Call the attendance line at (440) 250-1100 by 7:30 am. Include the time that he or she will be picked up/ dropped off and the reason. If your student is leaving early or arriving late due to a medical or dental appointment, please have your doctor provide a note. If your student is arriving late, they can sign themselves in at the main office and will receive a pass to proceed to class. You do not need to bring your student into the building. If your student is being picked up early, an authorized adult must sign them out in the main office. Please be prepared to provide your photo ID.

## **What is the procedure if my student is going to be absent?**

Unexpected Absence: (i.e. illness): Call the attendance line at (440) 250-1100 by 7:30 am to report that your student will be absent and the reason. If your student has been absent for at least 2 days and you would like pick up homework, you can leave a request on the attendance line. Homework can be picked up in the main office from 2:00 - 3:00 pm.

Planned Absence: A Planned Absence Request should be completed anytime a student will knowingly be absent for one or more days of school. Please note that family vacations are considered unexcused absences. The Planned Absence Request is available in the main office and electronically under the "Forms & Documents" section of the Dover Intermediate School website. All requests must be submitted to the main office at least five school days ahead of the planned absence.

## **What if my student is going home in a way different than his/ her usual manner?**

At Regular Dismissal Time: If your student is aware of how they need to get home, you do not need to contact the main office. If they are unaware, please call the main office as soon as possible. We will get a note to your student about the change. Please note that, under State law, students are not allowed to ride a bus other than the one they've been assigned to.

Early Pickup by Another Adult: If the adult is already on your list of Emergency Contacts, simply mention that they'll be picking up when you call the attendance line. If, however, they are not on the list, you must call the main office to add them. That person must provide their photo ID at the time of pickup.

## **When will students receive schedules?**

Homeroom assignments will be made available in mid-August after a parent/ guardian has completed the Back to School update. Schedules will be distributed at Open House.

## **How do I access PowerSchool and Google Apps for Education?**

See the Student Planner for details.