

Spring Creek Middle School

2023-2024



Blair Powell, Principal
Andy Lund, Assistant Principal

Tanza Tupola, Counselor (A-I)
Stacie Jorgensen, Counselor (J-L)
Matt Southam, Counselor (M-Z)

350 West 100 North
Providence, Utah 84332
435-753-6200
<http://www.ccsdut.org/SpringCreek>

Dear Students,

Welcome to Spring Creek Middle School! We are honored to have you at our school. Our goal is to develop positive attitudes towards learning together. We want all of our students to learn the essential academic curriculum at high levels, to have a safe school environment, and to treat everyone with respect. Each of you have skills, personalities, and talents that are unique and make our school community a great place to learn. We ask that each of you apply your best efforts academically, socially, and physically, and demonstrate personal integrity as you pursue your education here at Spring Creek.

As we begin the school year, we encourage you to study, learn, participate, contribute, and make a positive difference at Spring Creek. There are many opportunities and activities that we have planned to help you on your road to success, and we look forward to sharing this exciting adventure with you. Learning is an investment in your future. Doing well in school will not only make your parents proud, it will help you feel confident in your abilities to succeed. The goal of using these skills is to assist you to reach your potential and become the best student possible.

Have a great year!

STUDENT HANDBOOK

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Mission Statement & Beliefs

Spring Creek Middle School is committed to ensuring that all students learn the essential curriculum standards at high levels in a safe and respectful environment.

Success – All students will learn given expert instruction and adequate time. Opportunities for personal success and growth are made available to all.

Respect – All members of our school treat each other with respect and demonstrate manners, integrity, and citizenship to promote good character education. No one harasses or bullies another person whether in person or electronically.

Responsibility – Effort, discipline, and dedication are applied to teaching and learning. Teachers help ensure that all students are given multiple opportunities for success.

Bell Schedule

Monday - Thursday

Period	<i>7th Grade</i>	Period	<i>8th Grade</i>
1	8:00 – 8:56	1	8:00 – 8:56
2	9:00 – 9:52	2	9:00 – 9:52
PowerUp - Intervention	9:56 – 10:30	PowerUp - Intervention	9:56 – 10:30
3	10:34 – 11:26	3	10:34 – 11:26
Lunch	11:26 – 11:56	4	11:30 – 12:22
4	12:00 – 12:52	Lunch	12:22 – 12:52
5	12:56 – 1:48	5	12:56 – 1:48
6	1:52 – 2:45	6	1:52 – 2:45

Friday

Period	<i>7th Grade</i>	Period	<i>8th Grade</i>
1	8:00 – 8:50	1	8:00 – 8:50
2	8:54 – 9:40	2	8:54 – 9:40
3	9:44 – 10:30	3	9:44 – 10:30
Lunch	10:30 – 11:00	4	10:34 – 11:20
4	11:04 – 11:50	Lunch	11:20 – 11:50
5	11:54 – 12:40	5	11:54 – 12:40
6	12:44 – 1:30	6	12:44 – 1:30

General Information

School Colors Navy Blue and Maroon

School Mascot Eagle



Office Staff

Blair Powell	Principal
Andy Lund	Assistant Principal
Tanza Tupola	Counselor (A- I)
Stacie Jorgensen	Counselor (J-L)
Matt Southam	Counselor (M-Z)
Jill Richins	Administrative Secretary/Finance
Connie Naylor	Lunch Secretary
Brenda Hawker	Attendance Secretary
Melanie Murphy	Head Custodian
Dave Gentry	Custodian
Gina Davis	Lunch Manager

School Hours

Monday – Thursday	8:00 a.m. – 2:45 p.m.
Friday	8:00 a.m. – 1:30 p.m.

Website

Individual teacher email addresses, school calendar, **the detailed student booklet** and other school news can be found on the school website: www.ccsdut.org/SpringCreek

<p>Parent Teacher Conferences October 5th - 3:30 - 6:30 p.m. October 6th - 8:00 - 11:00 a.m. - NO SCHOOL January 18th - 3:30 - 6:30 p.m. January 19th - 8:00 - 11:00 a.m. - NO SCHOOL April 11th - 3:30 - 6:30 p.m. April 12th - 8:00 - 11:00 a.m. - NO SCHOOL</p>	<p><u>School Will Not Be In Session On:</u> Labor Day September 4, 2023 Professional Development September 22, 2023 Fall Break October 12-13, 2023 Thanksgiving November 22-24, 2023 Trimester Transition Day November 27, 2023 Professional Development December 22, 2023 Christmas Vacation December 25-Jan 1, 2024 Martin Luther King Jr Day January 15, 2024 Professional Development February 16, 2024 Presidents’ Day February 19, 2024 Trimester Transition Day February 26, 2024 Professional Development March 22, 2024 Spring Vacation April 1-5 2024 OR Snow Make-Up Days April 1-5, 2024</p>
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Trimester Dates

1 st Trimester	August 24 – November 21 (60 Days)
2 nd Trimester	November 27 – Feb. 23 (57 Days)
3 rd Trimester	February 26 – May 31 (63 Days)

SPRING CREEK MIDDLE SCHOOL

Thursday	August 24	First Day of School - (Regular School Day)	8:00 am – 2:45 pm
Monday	August 28	Jump Start begins	9:52 – PowerUp time
Wednesday	August 30	School Pictures-Students/Staff- <i>during Science class</i>	All Day
Thursday	August 31	Be the Difference Positive School Assembly <i>Canvas Video</i>	9:52 am
Monday	September 4	Labor Day	No School
Thursday	September 7	Power Up Rotation & Intervention begins	9:52 am
Wednesday	September 20	Liberty Card Fundraiser Kick Off Double Assembly	
Friday	September 22	Cache County School District PD Day	No School
Mon-Fri	Oct. 2 - Oct. 6	Book Fair in library	
Thursday	October 5	Parent Teacher Conference	3:30 – 6:30 pm
Friday	October 6	Parent Teacher Conference - No School	8:00 – 11:00 am
Wednesday	October 11	Liberty Card Final Turn In Date	
Mon – Wed	October 9-11	Red Ribbon Week	
Thurs – Fri	October 12-13	Fall Break	No School
Mon – Fri	November 13-17	College Week	
Thursday	November 9	Veterans Day Assembly	
Tuesday	November 21	End of 1 st Trimester	
Wed – Fri	Nov. 22-24	Thanksgiving Break	No School
Friday	November 27	Teacher Directed PD Day	No School
Friday	December 17	Christmas Assembly/Ugly Sweater Day	
Mon-Fri	Dec. 25 – Jan. 1	Christmas/New Year's Break	No School
Thursday	January 18	Parent Teacher Conference	3:30 – 6:30 pm
Friday	January 19	Parent Teacher Conference- No School	8:00 – 11:00 am
Monday	January 15	Martin Luther King Jr. Day	No School
Friday	February 16	Teacher Directed PD Day	No School
Monday	February 19	President's Day	No School
Friday	February 23	Last day of 2 nd Trimester	
Monday	February 26	2nd Trimester Transition Day	No School
Friday	March 22	Cache County School District PD Day	No School
Mon – Fri	March 28-April 1	Eagle Spirit Week	
Mon - Fri	April 1-5	Spring Break-Snow Day(s) Make up IF NEEDED	No School
Thursday	April 11	Parent Teacher Conference	3:30 – 6:30 pm
Friday	April 12	Parent Teacher Conference– No School	8:00 – 11:00 am
Monday	May 27	Memorial Day	No School
Friday	May 31	Last Day of School	11:15 End Time

All events are tentatively scheduled and are subject to change.

School Visitors

Any Visitors to the school are required to check in/sign in with the office. Students are not allowed to bring friends or relatives to school.

Home & School Communication

Clear and accurate communication is important to both you and your parents, and we encourage calling or using email to communicate between school and home with questions or concerns. You may contact teachers by calling, using Canvas or email.

PowerSchool

PowerSchool is an online communication tool to connect students, parents, teachers, and administrators together to improve student achievement. Parents can access secure student information including attendance, grades, detailed assignment descriptions, and teacher emails. Parents can create an account at: <https://powerschool.ccsdut.net/public/>

For parents with multiple students, an account to view all of your children with one log in account can be created.

Breakfast/Lunch

Hot lunch and school breakfast will be served each day. On most days, students have their choice of two or three different offerings for lunch – a main dish, a type of sandwich, or pizza. Students pay their lunch money at the main office before school. You can also make payments on SchoolPay through Powerschool after you have created an account. There is a fee charged to use this payment option. Students who run out of lunch money or who have a low lunch money balance will be asked to call home so that parents can be reminded and money can be placed on their lunch account. **No student will be refused lunch for any reason.**

School Lunch is \$2.35 a day (\$11.75/Week, \$47.00/Month)

Breakfast is \$1.75 a day (\$8.75/Week, \$35.00/Month)

Costs for lunch/breakfast are subject to change by the Board of Education

Lunchroom Behavior

Students are expected to follow the lunchroom rules:

- Be courteous to others
- No cutting in line
- No saving places
- Clean up after yourself
- No throwing food
- Do not let anyone use your lunch card
- Do not share your school lunch with others

Lunch Cards

A student's lunch card will be used in the lunchroom and in the media center to check out books. If you lose your lunch card, replacement lunch cards can be purchased in the main office for \$1.00

Lockers

The use of a locker is a privilege that requires responsible actions. The locker should be kept neat and clean and locked at all times. Students should use only their assigned locker and ***should never*** let others have access to their locker or their locker combination.

Closed Campus

A closed campus means that students ***may not leave*** the school grounds at any time during the day, including lunch, ***without permission from the office***. If it is necessary for a student to leave school, a parent/legal guardian must come to the office to check the student out. A student who leaves campus without permission will be considered truant and will be referred to the Administration.

Student Insurance

Student insurance is available. Students will receive information about this on the first day of school. Check with the secretaries in the main office if interested. **Students are not covered by insurance while in school unless you purchase the student insurance.**

Activities & Clubs

Students have a great opportunity to participate in many activities during their time here at Spring Creek. The following list of activities and clubs are the current extracurricular experiences a student can be involved in, but the list may change from year-to-year due to student interests, faculty availability, and funding.

Students, please listen carefully to school announcements for more information regarding these and other activities through the year.

Student Organizations:

- Governor's Youth Council (GYC, Character Education/Drug Awareness)
- Student Council (Student activities, assemblies)
- Stand for Courage (Positive School Behavior)

Service Opportunities:

- Eagle Leadership Academy
- Peer Tutors
- Office/Media Aides
- Service Club

Special Events:

- Book Fairs
- Battle of the Books
- Career Days
- Concerts (Band, Choir, Guitar, & Orchestra)
- Red Ribbon Days
- Help Week
- Eagle Spirit Week
- College & Career Readiness Plans (CCR's)
- Ski Day - Winter Activities (7th and 8th grade)
- Talent Show
- Writer's/Artist's Fest at USU
- Enrichment Activities
- Afterschool Clubs

Positive Student Recognition

The staff strives to recognize students in positive ways throughout the school year. The following is a partial list of some of the recognitions:

Awards and Recognitions

- School-wide positive behavior program – SOAR Cards
- Students of the Month
- Spring Creek School Pride Day
- Honor Roll – 3.667
- Steve Flammer Academic Excellence Award (4.0 Cumulative GPA)
- Awards Assembly
- Community Service
- Head of Lunch Line Pass

The Spring Creek Administration and Staff are extremely proud of students who qualify for these honors.

PowerUp – School-wide Intervention/Remediation Period

PowerUp (35 Minutes Mon. – Thur.)

Students have the opportunity Monday – Thursday to attend an intervention period, missing assignment/make-up class, or an enrichment period. Students who are behind in class or who need additional help will be asked to attend the appropriate PowerUp class. PowerUp begins at the end of 2nd Period and is 35 minutes in length. All students are encouraged to move quickly to their needed PowerUp class.

Catch-Up Activities

About every three weeks there will be a Catch-Up activity. During these times, students who need intervention receive additional instruction from their teachers. Students who have missing assignments are given an opportunity to complete them and get caught up. Students who do not need intervention or do not have missing assignments, are eligible to attend the Catch-Up activity. Catch-Up activities are announced over the intercom during announcements and listed on the Spring Creek Calendar online.

Attendance

Utah State Law requires all students to attend school until they are 18 years old. Regular school attendance is absolutely necessary for students to learn and succeed in school. While you are required to be in school every day, there may be illnesses or special emergencies that will require you to be absent from school. When these kinds of absences occur, parents need to call the school as soon as possible to verify the absence. Our attendance secretary may call parents to verify the legitimacy of any absence.

Illnesses at School

Students who are not feeling well should report to the office and will be referred to the school nurse aide. Arrangements with parents will be made to pick up the student if necessary. All students need to go home as soon as possible. If a parent is unable to be reached, the students' emergency contacts will be notified. No medication will be given at school without a completed medical disbursement form and approval of school nurses.

Procedures

- School attendance is the responsibility of the student and parent.
- Absences should be verified by parent/guardian by calling 435-753-6200.
- Make-up work is the responsibility of the student to complete and can be obtained through their Canvas courses.

Interventions for Absences

- **Five** unexcused absences in any one class: Letter sent home by attendance office.
- **Eight** unexcused absences in any one class: Letter sent home, parent contact, and/or parent meeting with Assistant Principal.
- **Ten** unexcused absences in any one class: Letter sent home, student possible loss of credit, and possible referral to Juvenile Justice Services.

Make-Up Work During Absences

Making up work missed during an absence is the responsibility of the student. Missing assignments can be found on PowerSchool by clicking on the individual class grade. If you are unable to get all the information you need, please call the school. When a student is absent from school, you are welcome to contact teachers by calling the school, emailing or coming to the school before 7:45 am. or after 2:45 p.m. to collect homework. When a student is absent three or more consecutive days, you may contact the office early in the day to arrange for make-up work. Students are responsible for making up the work and returning it to their teachers in a timely manner.

Tardiness to School and to Class

Students are expected to arrive at school on time and be punctual to all classes. Excessive tardies can impact a student's academic progress. Students who are late to school must report to the office for an admit slip and will not be admitted to class without one. The teacher or attendance office will document all tardiness which cannot be excused.

Electronic Devices (Cell Phones, wearable technology, gaming devices, etc.)

The Cache County School Board policy states that:

Secondary Schools 7-12

- A. Cellular devices must be on silent while on campus and remain on silent throughout the school day.
- B. Cell phones are to be put away during class time unless authorized by a teacher. Teachers have the authority to allow or ban cellular device use during their respective class times. Students should never be disadvantaged or penalized in classroom settings for not having access to a cell phone.
- C. Considerable leniency for cellular device use will be allowed in emergency situations. However, cellular device use should not interfere with the students' ability to follow directions or adhere to safety advisement from school personnel.
- D. Wearable cellular devices may be worn as long as they do not create a distraction or a disruption during school hours.
- E. Cellular cameras and audio recorders may only be used for specific educational benefits and only with prior permission of the teacher or administrator.
- F. Students who choose to bring cellular or electronic devices to school do so at their own risk. The school district assumes NO LIABILITY for lost, stolen, or damaged devices.

Disciplinary Measures

- A. Failure to adhere to the guidelines above may result in disciplinary measures such as:
 - 1. Verbal warning. Student may be asked to turn off their device in the presence of the teacher and may be allowed to put it away.
 - 2. Devices may be taken away until the end of the day (to be picked up by student). Offense may be logged in PowerSchool.
 - 3. Device may be taken away from the student and must be picked up by the student's parents during school hours or after school, after consultation with a school administrator. Offense may be logged in PowerSchool.
 - 4. Student may lose the privilege to use device on district property. Offense may be logged in PowerSchool.

Use of Cellular Devices on Buses or During School Activities

- A. Cellular device usage by students while riding to and from school on the bus, or on the bus during school-sponsored activities is at the discretion of the bus driver and/or the student advisor/supervisor.
- B. Distracting behavior which creates an unsafe environment will not be tolerated.
- C. Cellular cameras and audio recorders may not be used on the bus.
- D. The District Appropriate Use Policy applies to use on buses or during school activities.

Privacy in Bathrooms, Locker Rooms and/or Dressing Areas

- A. Individuals who use school district bathrooms, locker rooms and/or dressing areas have a right to a safe environment, which includes a reasonable assurance that the District will not tolerate the use of audio or visual recording device, including a cell phone, in changing areas, rest rooms or locker rooms to record or transfer images or recordings from these areas. In order to ensure that the privacy of all individuals is protected, the District has adopted these regulations to ensure that this right of privacy is not violated.
- B. When the District has reason to believe that any person has violated this prohibition regarding the transmission of pictures of persons from the bathroom, locker room and/or dressing area, or has, in any other way, violated the right of privacy within these areas, the building principal shall contact local law enforcement representatives and make the appropriate reports.
- C. Any person violating the policy may be subject to prosecution and face suspension and/or recommendation for expulsion.
- D. School officials have the right to confiscate any cellular or recording device if there is a reasonable suspicion that the cellular or recording device has been used in violation of this policy. School administrators may search the contents of that device to ensure that images have not been taken or transmitted from within the locker room and/or dressing area.

Students, who demonstrate an unwillingness to follow this policy, will lose the privilege of bringing their phone to school.

Hallway and School Safety

It is important that students maintain appropriate behavior in the hallways during and between classes. Voices in a normal tone and walking in the halls are expected at all times. Backpacks and bulky attire are not allowed in hallways, classrooms, and lunch room, while school is in session to maintain the safety of all students. Students need to store their backpacks and coats in their lockers during the school day. Binders/backpacks should not be left in hallways or anywhere they may pose a hazard.

- **Eagle Hallway Etiquette**

Students will:

- Walk quickly to your next class and arrive on time
- Be courteous and respectful to others.
- Use appropriate language
- Keep hands, feet, mouth and other objects to self.

Assembly Behavior

Students will have the opportunity to experience a variety of assembly programs during the school year. Certain standards of conduct are expected of students at assemblies. These are:

- Report to your assigned class before attending an assembly.
- Come to the assembly with your teacher and sit with your assigned class.
- Do not bring food or drink to the assembly area.
- Give polite attention to the speaker or performers.
- Clapping is an appropriate form of approval at an assembly. Talking, whispering, whistling, yelling, stomping feet, and booing are inappropriate.

Behavior/Discipline

Students are expected to be respectful and cooperative and are responsible for their behavior. They need to follow school rules and guidelines and use common sense with regard for the safety and rights of others. We will not allow students to treat others with disrespect and discourtesy, and will not allow undisciplined behavior to disrupt classroom learning.

The following is a list of behaviors that violate school, district, or state policies. This is not meant to be all inclusive, and other forms of misbehavior not listed below will be dealt with at the discretion of staff, administrator, or school resource officer.

- Use of possession of alcohol, tobacco* or drugs
- Possession of weapons or a facsimile of a weapon
- Foul, Profane, vulgar, obscene language and/or materials
- Fighting/Assault
- Vandalism
- Dress Code Violation
- Truancy/Sluff
- Defiance of Authority
- Theft
- Student Affection and Familiarity
- Inappropriate Behavior on Bus
- Substitute Teacher Referral
- Sexual Harassment
- Disorderly Conduct
- Harassment/Bullying

*E-Cigarettes and paraphernalia are illegal to possess or consume by anyone under the age of 19, and as such are strictly prohibited at school.

Possible consequences for misbehaviors could include:

- Administrative Intervention
- Parent Contact
- Lunch Detention
- In School Suspension (ISS)
- Campus Beautification
- Suspension
- Referral to School Resource Officer

Students may be sent to the office when they are disruptive in class. Students displaying inappropriate behavior in the classroom will have an Administrative Intervention and a parental contact. At that time the consequences of the office referral will be discussed.

General Policies

Dress, Grooming, Personal Property

CACHE COUNTY SCHOOL DISTRICT Dress Code

Purpose: The courts, state, and federal laws, as well as Cache County School District, require an atmosphere at school which provides for a safe, orderly, and distraction-free learning environment.

The following dress code policy has been designed to support such an environment. There appears to be a close relationship between good dress and grooming habits, good work and study habits, and proper school behavior. If clothing, hair style, or personal adornment is causing a disruption in school or at any school function, appropriate action will be taken.

Disruption is defined as, but not limited to, reactions by other individuals to the clothing or adornment, which causes the teacher/administrator to lose the attention of the students, to modify or cease instructional activities, or to deal with student confrontations or complaints.

Responsibilities: Adherence to dress and grooming standards is the responsibility of the student and his/her parents/guardians. Enforcement of the school's dress code and standards is the responsibility of the school administration, faculty, and staff. Students that do not comply with a teacher's request will be referred to the school administration for corrective action. Any item which violates the dress code may be confiscated and not returned to the student or parent at the discretion of the school administration or law enforcement.

It is recognized that activities may arise that call for variations; therefore, exceptions to this policy may be made for special occasions only when so designated by the school administration.

Consequences: If a student chooses to wear inappropriate clothing to school, the student needs to call a parent to bring appropriate clothing, be sent home to change (with parental permission), or wear clothing provided by the school. Inappropriate items at school may be permanently confiscated. Students are reminded that proper winter clothing is critical for their safety and comfort.

The Cache County School District has established the following guidelines to aid parents and students in selecting proper school attire:

- Students should be clean and well groomed (hair, clothes, cosmetics). If safety is a factor, more stringent standards may be applied.
- Shoes or sandals must be worn at all times while on campus.
- Except for religious or medical purposes, hats, caps, and other head coverings shall not be worn or displayed inside school facilities during school hours.
- Clothes shall sufficiently cover undergarments at all times.
- See-through or net fabrics, halter-tops, off-the shoulder or low-cut tops, bare midriffs, and muscle shirts (sleeveless/bare midriff shirts) are prohibited.
- Shorts and skirts must be near the knee.
- Clothing, jewelry, personal items (backpacks/bags, binders, bandannas, etc.), and skin shall be free of writing, pictures, symbols, insignia, or color combinations which:
 - a. Communicate crude, profane, or sexually suggestive messages
 - b. Displays drug, alcohol, or tobacco advertising, promotion, or likenesses
 - c. Advocate racial, ethnic, or religious prejudice
 - d. Represent or give evidence to gang membership or affiliation

Metal accessories that present a hazard to the health or safety of the wearer or others are prohibited on school grounds.

Technology

The use of computers, Chromebooks, iPads, and access to the internet are privileges that enhance learning. The use of electronic information resources is a privilege and not a right and includes responsibility and accountability. At the beginning of the school year, students in the District sign an Acceptable Use Contract. Access to the Internet will not be given until the contract is signed electronically. The administrators and site system administrator will decide which sites are appropriate for student access and will oversee the use of websites and email. School personnel may inspect any student generated file on any machine at school. Student's internet use is always monitored when using a school owned device that is connected to the district's internet system.

Acceptable use of electronic resources can be easily summarized by asking whether or not the activity is in support of education, school business, or research within the educational goals and objectives of the Cache County School District. Students may not access outside email; they may only use district assigned email.

Students that break the Acceptable Use Policy may face one or more of the following consequences: Loss of network/internet access for a period, but not limited to days, weeks or months; removal from class; parent conference; suspension; and referral to School Resource Officer.

A copy of the Cache County School District Electronic Information Resources Contract is available in the main office, on the Cache County School District website, or on the Spring Creek Home Page.

Access our website at www.ccsdut.org/SpringCreek for information on the Weekly Schedule/Events, SCMS staff and Directory, Students of the Month, Student Handbook, and Teacher/Parent/Students resources. Parents may contact teachers by using the following email format: `firstname.lastname@ccsdut.org`

Positive School Behavior

You Have the Right to Feel Safe at School

Harassment or Bullying is . . .

• Any Unwanted Behavior	• Any Unwanted Speech
• Any Unwanted Writing	• Any Unwanted Pictures

It does not matter if the person who is doing the harassment says he/she was only kidding, if his/her behavior hurts someone, it is WRONG.

What does Harassment and/or Bullying Look or Sound Like?

• Bullying	• Negative Note Writing
• Teasing	• Speaking Rumors
• Insults	• Picking On
• Name Calling	• Making Fun Of
• Unwanted Language	• Laughing At
• Jokes, Touching, or Grabbing	• Intentional Shoving, Pushing, or Bumping
• Negative Texting, Email, or Facebook Contact	• Swearing
• Spreading Rumors	• Gossiping
• Spitting	

What You Can Do (Stop – Walk – Talk)

- **Stop** – Tell the person doing the harassing or bullying that you do not like it.
 - o Take charge by saying, “I don’t like it when you _____, and I want you to stop.”
- **Walk** – Walk Away
- **Talk** – If anyone harasses or bullies you, tell an adult immediately.
- **Talk** – If you observe someone harassing or bullying another, tell an adult.

Report All Harassment or Bullying

Time Management Example Plan

“Work smarter, not harder.”

SCHOOL PRIORITIES

List things in your day that must be done.

No excuses. High Priority.

Review class notes.

Read for 20 minutes.

Finish assignments you didn't get done in school.

Work on your ALEKS topics for the week.

PERSONAL PRIORITIES

List things in your day that must be done.

No excuses. High Priority.

Sports Practice Dance Lessons

Piano/Music Lessons

Community Activities

Chores/Responsibilities at home

Family

List things you want to do that can wait till you have your high priority list completed.

Video Games

Hanging out with friends

Watch TV/Movie

List 2 times during your day that are the best time to complete your school priorities.

After I get home from school and have a snack. 3:30 to 4:30.

After dinner from 7:00 to 8:30.

Early in the morning before school from 6:30 to 7:00.

The Swiss Cheese Approach: Whenever you find yourself with small moments of free time, do part of a larger task.

DO NOT PROCRASTINATE. This means don't leave everything to the last minute. Remember start early and if it's a big project, do little bits at a time.

Decide what in your day has the highest priority. Reward yourself with things like playing with friends, going to a movie, etc., when you have completed your high priorities.

Make a to do list each day in order of priority.

S.M.A.R.T. Goals

<i>S</i>	Be Specific. What exactly are you going to achieve?
<i>M</i>	Measurable. How will you measure your progress?
<i>A</i>	Achievable. Do you have the skills and ability to meet your goal?
<i>R</i>	Relevant. Is meeting your goal important to you?
<i>T</i>	Time Based. How much time do need to achieve your goal?

1st Trimester ***School Goal***

I will _____

By _____

I want to do this because _____

My action plan is _____

Personal Goal

I will _____

By _____

I want to do this because _____

My action plan is _____

2nd Trimester
School Goal

I will _____

By _____

I want to do this because _____

My action plan is _____

Personal Goal

I will _____

By _____

I want to do this because _____

My action plan is _____

3rd Trimester
School Goal

I will _____

By _____

I want to do this because _____

My action plan is _____

Personal Goal

I will _____

By _____

I want to do this because _____

My action plan is _____

Developing a GROWTH MINDSET

INSTEAD OF.....	TRY THINKING.....
I'm not good at this	What am I missing?
I give up	I'll use a different strategy
It's good enough	Is this really my best work?
I can't make this any better	I can always improve
This is too hard	This may take some time
I made a mistake	Mistakes help me to learn
I'll never be that smart	I will learn how to do this
Plan A didn't work	There's always Plan B
My friend can do it	I will learn from them
I just can't do this	I am going to train my brain

Written by Jamie Lawrence

