



# ARBORLAND MONTESSORI INFANT - 8TH GRADE PRIVATE SCHOOLS

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**"Education should therefore include the two forms of work, manual and intellectual, for the same person, and thus make it understood by practical experience that these two kinds complete each other and are equally essential to a civilized existence." Maria Montessori**  
*(From Childhood to Adolescence, p. 65)*

Hello Junior High Families!

I hope this letter finds you well and rested and ready for our new adventure of Junior High in Room 103! We have a lot going on this year and much of what we will be doing will be evolving and changing to fit the students' needs as they explore how to become a productive member of the society. To that end, I will outline our daily schedule, a few of our program parts, communication, and our new conference format. The information in this welcome letter is focusing on broad strokes because much of the detail of our program is still locked inside our incoming adolescents. Here is the core of our program:

## Daily Schedule

We will be having seven periods throughout the day, and our school day will run 8:00 AM - 3:45 PM. The subjects will be: Language Arts, Math, Science, Social Science, PE, Foreign Language, and Elective. There will be a scheduled time for a morning nutrition break and for a 30 minute lunch break. Our school day will begin with a morning Class Council time and will end with a Reflection and Custodianship time. One afternoon a week will be used for our Service Learning curriculum and times will be announced as our service learning opportunities occur.

## 7th Grade Service Learning

We are so excited to work with our incoming students on opportunities to give back to their community in a meaningful way. Every week our students will have one afternoon to focus on the community and to make a difference. The service locations and experiences will vary throughout the year and will be planned by the students. Part of the learning process is to figure out the details of the logistics including learning goal, planning, contacting, schedule, transportation, and if there is any cost involved. Examples of service learning include: Muckenthaler Center (landscaping, grounds cultivation, program assistance for seniors and youth), food banks (sorting and stocking donations, pantries, and food boxes), local nature preserves (trail maintenance or cleaning), and so many more! If you have a service learning idea for our students, please share with your child to share with us.

### Grading

Students will be an active part of grade keeping during the school year. Their test scores will be sent home in their Homework Planners promptly. Monthly reports with cumulative grade reports and student reflection will be sent home at the conclusion of each month.

### COVID-19 Procedures

- Every student will have their temperature checked upon arrival
  - Anyone with a temperature of 100.4°F needs to go home
- All students must wear a face covering on campus
- For everyone's safety, our campus is only open for students and employees only
  - Parents and visitors need to get help from the office
- Social distancing is expected at all times
- Students will wash their hands upon entering the classroom every time and before and after eating
- Students will not be sharing materials
  - They need to bring their own supplies according to the supply list provided.
- During this time of increased health awareness, we will be strictly adhering to our school health policies. If a student is ill, please let them stay home and join our class virtually. Arrangements for virtual learning can and will be made with appropriate times for rest while not missing out on the learning happening in class.

### Communication

All students need to have a Gmail account and will be expected to take responsibility for checking and responding to emails. For students who do not have a Gmail account, we would suggest the format “name.arborland103@gmail.com”. Emails are encouraged as the easiest way to get in touch with the teacher. Student phones will not be permitted during school hours and must be kept in the lockers during these hours unless students are off-campus.

Regular, open communication between teacher, parents, and students is imperative to a quality education. Please do not hesitate to contact me at any time with questions, concerns, or suggestions regarding your child's education. I would encourage you to present your questions to me by email, ([mssimms@arborland.com](mailto:mssimms@arborland.com)) for the quickest response. I do check my email throughout the day. If it is an urgent matter, please contact the office.

### Academic Conferences

Students will need to attend conferences with parents and will play an active role in managing their education. Please choose a time where the adults and students can attend the conference together when the time comes to sign-up.

### Classroom Hours

The classroom will have a dedicated teacher in it from 8:00 AM - 4:00 PM, but the room will remain open to students until 6:00 PM with an office staff person in the lobby to assist with emergencies. Students are encouraged to stay at school to finish any work or projects they need and may use the room responsibly with their peers if necessary. Please note that it is a privilege and a training opportunity in responsibility to use the classroom during after school hours without teacher supervision. The privilege can be taken away if the student cannot prove himself/herself to be a responsible citizen. Students must check out with either the teacher or office staff before leaving campus.

### Supply List

- Student Planner (for Homework Log) - 5.5"x8.5" or 8.5"x11" (no smaller, please)
- Math
  - 1 - 8.5"x11", **graph paper** spiral notebook
  - Inch/centimeter ruler
  - Protractor
  - Safety Compass (optional, no pointed compasses allowed)
  - Scientific Calculator
- Language Arts:
  - 1 - 8.5"x11", 5 Subject notebook (college ruled)
- Science
  - 1 - 8.5"x11" spiral notebook (college ruled)
- Social Science
  - 1 - 8.5"x11" spiral notebook (college ruled)
- Elective
  - 1 - 8.5"x11" spiral notebook (college ruled)
  - May need additional supplies
- Journal
  - personal preference on size
- one package of lined paper (college ruled)
- one package of white copy paper
- one package of construction paper (mixed colors, 9"x12")
- a packet of 3M Post It Index Flat Tabs 51/38mm
- Flag tabs (multiple packages)
- Pencils (regular or mechanical are fine) – please provide lead for mechanical pencils
- Pens (colored, not neon or metallic for classwork)
- Erasers
- Scissors (not child size scissors)
- Colored pencils
- Markers (no crayons necessary)
- Sharpies – Black thin and Black regular (may bring metallic sharpies)
- Glue sticks (multiple)

- Personal seating device
  - The school will provide the standard student chair, if your student would like to bring an alternative chair (ex – office chair, balance ball chair) or cushions for their chair they are welcome
- Technology cover/carry device
- Combination Lock for locker
- Milk crate for storage at personal work stations

Due to the constant evolution of our program, there is much in our curriculum and planning that will depend on decisions made by the students, individually and in groups, with support from the adults in the environment. We are so very excited to begin this new journey and so honored that you have chosen to come along. We all look forward to a year of learning, hard work, amazing challenges, and working together to provide the best possible junior high experience for each student.

Sincerely,

Ashley Simms  
Junior High Teacher, Room 103  
Arborland Montessori Children's Academy