



PROVIDENCE ACADEMY

AIM – A

Achieving Success in Middle School – For Adults

A course prepared and delivered by
PAPA – Providence Academy Parent Association
For the 2019-2020 school year

Parents are strongly encouraged to read the Providence Academy Parent-Student Handbook which contains the official policies and rules of the school. This handout is designed to provide parent-to-parent tips and suggestions as your student enters Middle School. Providence Academy's official policies and rules will govern any situation.

[PA Parent-Student Handbook](#)

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WHO'S WHO OF PROVIDENCE ACADEMY

- Dr. Todd Flanders – Head Master
- Mr. Kyle Rickbeil – Director of Middle School (office located in Cloister area near Board Room)
- Mrs. Kelly Harrington – Director of Upper School
- Mrs. Bridget Taylor, MS Director’s Assistant (great first point of contact for MS questions)
- Mrs. Teresa Claypool - MS Dean of Students
- Mr. Michael Tiffany, Director of Academics
- Mrs. Emily Semsch – Middle School Counselor
- Mrs. Annette Crider – Learning Specialist
- Mrs. Maureen Murphy – School Nurse
- Mr. Eric England – Transportation Coordinator
- Mr. Daren Messmore - Athletic Director
- Ms. Sarah Melhorn, MS Athletics Coordinator
- PAPA Reps: Mrs. Diane Beauchamp is President; Middle School Rep is Mrs. Heather Somers

CORE VIRTUES

Our Middle school philosophy is based on our five guiding Core Virtues: Piety, Loyalty, Respect, Wonder, and Prudence. Utilizing virtue in growth spiritually, academically, socially and emotionally offers a comprehensive and well-rounded approach to teaching youth adolescents.

Parents and students may notice signs in the hallways explaining ways that Middle School Students may act out these virtues during the school day. In addition, each month a Medal of Honor is award to a MS student who exemplifies the core virtue of the month.

PARENT TIPS:

What should I encourage in my student?

- ① Encourage demonstrating the core virtues each day.
- ① MS students earn tickets when school staff observes the student exemplifying the core virtues. The tickets are valuable to students, as they recognize positive behavior plus they can be turned into school administration for special benefits.

How is behavior modified?

- ① School administration uses positive reinforcement and specific guidance when possible, but sometimes a more strict consequence is required. In situations where multiple warnings have been ineffective, more serious consequences may be utilized.
- ① Teachers and staff do make an effort to work directly with the students, and may utilize something as simple as lunch detention, or have the student meet with the Dean of Students to discuss their behavior.

All conversations regarding behavior and any resulting consequences are held strictly confidential between the school, the student and their parent(s).

CLASS SCHEDULES

The Middle-School schedule, shown below, consists of a 7-period day, five days per week, for the entire school year, with lunch always taking place from 11:10 – 11:35 a.m. Except for lunch, each period is 50 minutes long with five-minutes of passing time in between. There are 8 main color periods, plus a white period.

Instead of referring to periods of the day in terms of “first,” “second,” “third,” and so on, we say “red,” “orange,” “yellow”, etc. This is because each color represents one academic subject in a student’s schedule. For example, “red” period for one student may be religion. If so, then that student has religion Monday-Thursday with Friday off. If this student’s “orange period” class is mathematics, then math happens Monday, Tuesday, Wednesday, and Friday, with Thursday off. And so on. Each subject, therefore, meets just four days per week. The eight total colors meet our offering of eight subjects: Religion, History, English, Math, Language, Science, plus required rotation courses--such as PE, art, health, study skills, etc.--and one elective.

Mass for the Middle School happens each Wednesday during white period (2:25-3:15 p.m.) White period on Tuesdays and Thursdays has become dedicated to study hall and additional non-graded electives such as athletics, film studies, and woodshop.



Bell Schedule | Grades 6-8

		Monday	Tuesday	Wednesday	Thursday	Friday
1	8:30-9:20					
2	9:25-10:15					
3	10:20-11:10					
 Lunch 11:10-11:35						
4B	11:40-12:30					
5B	12:35-1:25					
6	1:30-2:20					
7	2:25-3:15		Activity	Mass	Activity	

PARENT TIPS:

- ① Print a blank schedule off and write on it at the beginning of the semester, so that you understand where your student is going each day AND can make good decisions if you have to pull them out of school for an appointment, etc. You can take a picture of the schedule and save it to your phone.
- ① White period on Tuesday and Thursdays is a great option for those situations when it is necessary to make an appointment outside of school such as orthodontist, etc. We discourage missing Masses on Wednesday afternoons for appointments, as it is the most important time of the school week.
- ① Parents are welcome to come to weekly Masses, held each Wednesday at 2:25 p.m. in the Chapel.
- ① White period is not the best time to request time with teachers, as they are typically scheduled with students. If you need to request time with teachers, either 8:00 a.m. or 3:15 p.m. is best.

ULTIMA

Middle School students are divided into Ultima groups of 12 to 15 students by grade and assigned to an advisor/faculty member for the school year. This advisory is designed to provide time periodically to accomplish necessary school business, including announcements, distributing information for home, and reviewing expectations. Student lockers are assigned according to Ultima, and therefore a student's locker will most likely be outside of that teacher's classroom.

PARENT TIPS:

- ① Think of this as a homeroom, but they don't go every day.
- ① Do not worry if your student is not with friends. Time spent in Ultima is minimal but serves a good purpose in overall communication.

GRADING

Providence Academy expects that students should achieve at 70% and above in proficiency in all classes. A minimum grade of 70% percent is required to advance to the next level in classes like Math and Foreign Language. However, a passing mark for any student in any class is 60% for the year (average of both semesters). A class is officially "failed" if that yearly average is 60% or below. There are several resources available to assist students at risk of not meeting proficiency that will be outlined below.

During the course of a semester, if a student does not achieve 70% on a given assessment (quiz or test) or is missing an assignment, a retake is required and needs to be scheduled with the teacher.

- The teacher will record either the actual grade (below 70%) or an "M" (missing work) in the grade book, as well as a comment about the work including any deadlines. An "M" counts as a 0 (zero) until a subsequent grade is entered.
- In both the case of a grade below 70% or missing work, an email will then be sent to both parents and the student on that day.
- The highest score a student can receive, in the event of a retake, is 70%.

PARENT TIPS:

- ① Do not lose sleep over a below 70% or an "M" e-mail! This is simply a notification of a potential issue you need to be aware of.
- ① Not all e-mails carry the same weight. Receiving an e-mail over an assignment with a lower grade carries less impact than an e-mail over a failed test.
- ① If you receive an e-mail, check Infinite Campus to see what the grade was before contacting your child or your child's teacher. Infinite Campus is discussed later in this document.
- ① Discuss what these e-mails are with your student BEFORE school starts. Discuss your expectations and the process for managing through them. Prepare before you receive your first one!
- ① Your student needs to work with the teacher to manage the issue identified in the e-mail. As a parent, be supportive but encourage the student to handle the situation. This is a great opportunity for students to practice sending an email or setting up an appointment to meet with a teacher.

How are grades reported?

Providence Academy has two types of grading schedules in MS: the quarter and the semester:

- Quarters one and two fall within semester one. Quarters three and four fall within semester two.
- Grades for quarter-long courses, such as CKC Art, Health, Launch, and the others, are recorded on each of the report cards for first and second semester.

What are CAP scores that I see on the report card?

In addition to grades for a GPA, teachers also assign “CAP” scores once weekly in each subject.

- CAP is an acronym for “conduct,” “active engagement,” and “performance.”
- Teachers evaluate students in each category on a 1-4 point scale and use a shared rubric.
- CAP grades are used for administrative purposes and are reported on report cards but not transcripts.
- The purpose of CAP is to assist students in their formation with clear expectations applied uniformly by teachers on a timely basis.
- CAP scores are used to help students be responsible for minimum proficiency requirements, to determine a student’s overall standing in these areas, to track extracurricular eligibility, and to help identify outstanding positive contributions by the student.
- CAP performance places greatest responsibility on the student, but it does require active involvement of the teacher, especially in the case of a low evaluation. It also invites the support of parents and administrators when challenges arise.

PARENT TIPS:

- ① Parents and students can monitor grades online in Infinite Campus, which is discussed later in this document.
- ① Make it a habit to look grades together – part of your ‘checking in’ with your student. This helps them to understand how important to be aware of performance throughout the school year – not just at the very end of a semester. We recommend checking in with your child about their grades once per week.
- ① Receiving a 3 for a CAP score is a good score and means that your student is doing well in class.

HOMEWORK

The time requirement for homework will vary, depending on grade level, the student’s course load and levels of ability, preparation, and motivation.

PARENT TIPS:

- ① Spending 1-2 hours per night on homework is common. If your student consistently spends greater than 2 hours per night on homework, please contact the Middle School Counselor or the Middle School Director.
- ① It is important to note that in MS, homework changes from ‘tasks’ to more ‘study’.
- ① Time management is key! Help your student with time management – study for tests early and plan out your week!

SUPPORTING YOUR STUDENT

PA wants your child to succeed! There are many resources available to assist students with schoolwork. Here is an explanation of each:

TEACHER ACCESSIBILITY: Teachers are available for help during prep periods (published to students) and before and after school from 8:00-8:25 a.m. and 3:15-4:00 p.m. (with the exception of meeting times). Teachers are also available by appointment when schedules conflict. Teachers may also be contacted by email or phone. Students/parents should expect a return call within 24 hours. This should be the first point of contact for classroom related questions and concerns for both students and parents.

STUDENT SUPPORT TEAM: This team is made up of the MS School Director, School Counselor, Learning Specialists, MS Dean of Students and Academic Director. This team meets weekly to discuss any situation where they may need to intervene and provide additional assistance to a specific student.

STUDY HALL: Study hall is offered as an elective two days per week during White Period.

NHS TUTORS: Upper School students in the National Honor Society offer their services to tutor fellow students in the Upper and Middle Schools. Tutors are pooled by subject area. Middle School candidates will be identified through the MS Student Support team or by parental request. Criteria used to determine eligibility are based largely on teacher recommendation and grades. Low grades combined with difficulty mastering content are essential to be considered for a peer tutor.

BOOST PROGRAMS: Boost programs provide targeted help for students struggling to master key concepts in a class. Students are identified through teachers and participation is coordinated through the Student Support Team. The service is designed to aid students who struggle to pass coursework. It is not intended for students performing above a C. The service is provided every Tuesday and Thursday during White Period. The following programs are offered:
MATH BOOST SCIENCE BOOST LATIN BOOST

STUDY SKILLS SUPPORT: This temporary service is utilized when students fall in their classes and is managed as needed. Students may be referred by individual teachers, identified through student support meetings or at the request of parents. Prioritizing work, grade book management, planner use, and target time to work on outstanding homework are all part of the program. Students develop a goal setting “exit plan” once they have caught up in their work. The service will be available two days per week during white period.

LAUNCH: Required for all 6th graders, this semester-long course is intended to help students enhance their organizational, time-management, and test-taking skills. The course also provides methods and strategies for setting goals, taking notes, and improving reading comprehension skills. This course is designed to provide students with tools to be responsible and resourceful individuals who may become self-advocates.

STUDENTS WITH SPECIFIC NEEDS: Learning accommodations / plans are made for certain diagnoses. Talk to the Middle School counselor or learning specialist to start this process if your student has a doctor certified learning diagnosis.

PACE LESSONS: Providence Academy Character Education is a monthly class taught by the MS Counselor. Each class has a different theme and purpose relative to life as a middle schooler. The MS Counselor works with teachers to schedule these classes within the existing academic schedule.

PARENT TIPS:

- ① Stay involved and ask questions about coursework and assignments. Validate on Infinite Campus.
- ① Students who participate in a lot of extracurricular activities may benefit from having a study hall rather than selecting an alternative elective.
- ① If you are concerned about your students' performance and believe that they need additional assistance, do not wait for an invitation to BOOST or Study Skill Support.
- ① Encourage your student to discuss concerns with the teacher, or you need to engage with the teacher. And, when needed, contact the MS Director. Many resources are available – reach out if you are concerned.
- ① Students should not 'show up' to BOOST. They are invited based on grades. As above – reach out if you have concerns.
- ① If you have personal or emotional concerns regarding your student, contact the MS Counselor.

TECHNOLOGY: MOODLE – INFINITE CAMPUS – goPA EMAIL ACCOUNTS

Phones are not permitted during school hours. Students will have access to technology during the school day during study hall, and on a need-based case at the teacher's discretion for educational purposes. Students do not need iPads or laptops at school. However, students will need access to technology at home to complete assignments and maintain communication with teachers and administrators. Recommended technology includes: Access to a computer, internet, and a printer. The computer may be very simple, and a basic Chromebook with internet access will allow your students all the access to materials that they need. Middle School students are not allowed to wear Smart Watches during the school day.

During the first week of school your student will be introduced and given access to the applications listed below. Teachers will work directly with students to gain access and navigate the systems during the first weeks of school. Additional help will be given to students needing extra support. Most of these applications may be accessed from the www.providenceacademy.org homepage. At the top of the page, click on "Login" to see a listing of commonly used applications.

- GoPA account – This is the student email account and is established via Gmail. The expectation is for student to check the email account after school daily. Students will receive information via this email and will be expected to communicate with teachers, turn in assignments, etc.
- Moodle – is an online application that is used in Middle and Upper School by faculty and students. Each student will receive their own Moodle login (parents do not receive a log in as the tool is intended for student use). Once logged into Moodle, each class/teacher will have a different "page" where they will post the course syllabus, upcoming assignments, tests and other information about class. Students should check Moodle often for changes and to help them plan ahead. Fun fact: Moodle is an acronym for modular object-oriented dynamic learning environment.
- Infinite Campus - is an online portal for students and parents to access important school information such as assignments, grades, attendance, schedule, report cards, etc. Infinite Campus replaces NETClassroom as of the 2019 – 2020 school year. Grades for all student coursework are posted to Infinite Campus daily, so parents and students will be able to view grades throughout the semester. If your student receives an e-mail regarding missing work or a grade below 70% on a quiz or test, additional information will be provided in Infinite Campus. CAP scores are also recorded in Infinite Campus. Both parents and students receive separate Infinite Campus logins. The launch of Infinite Campus may have an impact on how things look and feel from years past, but the functionality should be similar. More detailed information regarding Infinite Campus will be provided to parents and students at the start of the school year.

- MobyMax- is an application that uses standards-based lessons to promote independent, self-driven learning and monitor student growth. Students try and retry questions from multiple subjects. Teachers typically assign a certain number of minutes of Moby Max use per week, often as part of math class. Parents and students will receive login information from teachers if it is part of the required coursework.

PARENT TIPS:

- ① Familiarize yourself with these tools right away! Do not wait until you need them to log on for the first time.
- ① Create a habit / routine to check in on these valuable tools early and often.
- ① Students will receive guidance during the year on how to draft a proper email; however, assistance from parents may also be helpful to remind students of common etiquette.
- ① It may be helpful for parents to review Moodle with students on a weekly basis until students are comfortable with their time management skills.
- ① A note about devices and entertainment screen time: As parents, we all struggle with the use of devices and technology. Some families adhere to strict rules about ‘screen usage’ and some families use Apps to control and monitor screen time. The school does not have a policy, but a parent tip is to research various monitoring Apps and implement something that works for your family.
- ① The school does have a policy about student access to the devices and the internet while physically at school or during the school day. Cell phones must be off and in lockers. Students must use the PA network to access the internet while on school grounds even on their personal devices.

BEFORE AND AFTER SCHOOL

Before School: Students may arrive via carpool, bus, or other established transportation methods and should arrive around 8:15 a.m. to prepare for their day. The school day officially begins at 8:30 a.m., with a warning bell at 8:25 a.m. Middle School students who are on premises prior to 8:00 a.m. are expected to report to Great Room, after 8:00 a.m. students can be in the cloister or hallways. Upon arriving, students must enter the building and are not to remain in the parking lot, playground, or anywhere else on school grounds.

After School: The school day officially ends at 3:15 p.m. Students may be picked up via carpool, bus, or other established transportation options. If Middle School students remain on campus beyond 3:30 p.m., they must be working with a teacher or in a supervised school-sponsored activity. There are a variety of options for after-school activities available including various sports, academic activities, or the MS Extended Day Program. At MS Extended Day students may choose to participate in either the Homework Room, where students can work quietly, or the Activity Room, where students can socialize and play games. Both rooms are supervised by a faculty or staff member. The Extended Day Program is offered from 3:30 to 6:00 p.m. All students must be picked up by 6:00 p.m.

The Extended Day care may be used daily, or on an as needed basis. There has been a slight change to the fee structure for the MS Extended Day Program for the 2019 – 2020 school year. For students who use the MS Extended Day Program for 30 minutes or less, there is no fee This option is intended to provide structure and supervision for students waiting for the start of other afterschool programs or for a sibling who has an activity with a different end time. Students participating in the MS Extended Day Program for 31 to 60 minutes will be charged \$3 daily. Use of the MS Extended Day Program for more than 1 hour will incur a daily fee of \$5. Fees will be billed monthly to student accounts.

The use of the MS Extended Day Program can occur during any portion of the 3:30 p.m. to 6:00 p.m. time frame. In other words, if a student is done with practice at 4:30 p.m. but a sibling's practice ends at 5:00 p.m., the first sibling could attend the MS Extended Day Program for free for those 30 minutes. If the second sibling's practice is done at 5:30 p.m., the first sibling's time would be charged the \$3 fee. Optionally, families can choose to pay a flat fee of \$650 per year at the beginning of the year which would cover Program fees for the whole year.

Again, as a reminder, MS students must be either working with a teacher or in some other supervised activity if they are on campus past 3:30 p.m. Students should not be left to loiter in the school waiting to be picked up after 3:30 p.m.

Registration is required for participation in the MS Extended Day Program in advance at the beginning of the year. Watch for the eBulletin for a link to the required forms.

Drop Off and Pick Up Procedures:

All vehicles should enter through the main driveway. MS/US traffic should go straight and then turn left towards the West entrance. Students may be dropped off and picked up along the curb in this area. Vehicles should follow the outer edge the parking lot and exit thru the main driveway.

- When alongside any curb, please remain in your vehicles and be vigilant for possible pedestrians near your car.
- If parents/drivers plan on speaking with someone inside the school or meet their students on the walkway, please park in the lot. Do not leave unattended vehicles at the curb, or in non-designated parking spots.
- Please park only in a designated parking spot.

PARENT TIPS:

- ① Follow the detailed drop-off and pick-up procedures! They work well if we all follow them, but it is very frustrating for all when a few parents do not follow the rules. As an overview:
 - When dropping off students can be dropped off right at the front curb. Students should come immediately into school and to MS designated areas.
 - When picking up, please follow the traffic and park along the front curb and to the east. Parents should not park in the crosswalk and should utilize extreme caution while driving in the parking lot.
- ① If your student is tardy, they need to go to the MS Office and get a tardy slip in order to report to class.
- ① Students must be working with a teacher or in a supervised school activity including the MS Extended Day Program if they are on campus after 3:30 p.m.

MISSING SCHOOL

If you have a planned absence, you need to fill out a Planned Absence Form and will need to keep track of assignments on Moodle. The Planned Absence Form is located at the MS office.

If you have an unplanned absence, contact the MS attendance line at 763-258-5520 to report your absence. Students can then email teachers / work with teachers when they return to make up the homework. Homework is due in a '+1 format' for each day they are absent. For example, if they miss 2 days, homework is due 3 days after they return to school.

Parents can use Moodle and Infinite Campus to view homework expectations and progress in making up missed work.

EATING AT SCHOOL

Breakfast is offered each day from 7:45 a.m. to 8:15 a.m. for grades Pre-K-12. Food is to remain in the Great Room and students need their lunch cards to purchase breakfast. The breakfast menu is on the PA website and includes ala-carte options and a rotating daily menu.

Middle School Lunch is from 11:10-11:35.

Menus come out monthly in the e-bulletin and are available on the PA website. MS Students may eat from the main line, grill line, sandwich bar, pasta bar or select from ala-carte options. Students may also bring their own lunch from home.

Last year the main line, grill line, sandwich bar and pasta bar lunches were \$4.95. All of these choices include soup and salad/fruit bar, as well as two beverage choices of milk, juice or small water. Alternatively, a Salad/Fruit Bar option is available to all students for \$4.50, and several ala-carte options are priced separately.

PARENT TIPS:

- ① No food/drink when walking through the halls!
- ① Water bottles are permitted where teachers allow but are not permitted in any science classrooms or performance rooms. Bottles must be clear/see-through hard plastic and should be labeled. Students are not permitted to bring the small water bottles up from lunch nor are they permitted to have “retail” water bottles (Aquafina, Spring Mountain, etc.) in the classrooms due to their crinkly/noisy characteristics.
- ① It is okay for students to keep a small snack in their locker to quickly eat if needed, in between classes. But this cannot be abused.
- ① Create guidelines with your student regarding food selections for treats and grill line.
- ① MS students cannot have coffee!
- ① Closed lunch – students are not allowed to leave campus
- ① No cash – all food/drink purchases are charged to your account using your students’ lunch card. If you are coming for lunch, stop in the main office to get a lunch pass to charge your meal to your student’s account.
- ① Absolutely no gum on campus.

COMMUNICATION WITH SCHOOL / PARENT / STUDENT

The following are vehicles used to communicate school information to parents and/or students:

- Providence Academy’s webpage: www.providenceacademy.org. The top, right-hand corner of the website has a “parent” link that contains many useful resources, including the parent/student handbook which has a middle school section, a volunteer page that connects to PAPA’s SignUp Genius page, forms, and much more.
- E-bulletins are an electronic newsletter that are sent on Monday evenings to parents via email. Please read the newsletter as it often contains important information about upcoming events.
- School directories will be distributed to families after school starts, and will contain contact information for faculty, staff and PA families.
- Back to School Night is Thursday, September 12th. This is a parent only event, and great opportunity to meet your student’s teachers.
- Parent/Teacher conferences: Fall (Nov 6th and 7th) and Spring (April 2nd and 7th). Information for conference registration will be sent to parents prior to the date(s). Parents must register and schedule conference times in advance.

- Phone and e-mail: Parents may contact teachers directly by telephone or e-mail (each teacher has his or her own classroom phone and e-mail address). Likewise, faculty, staff and Administration may also contact students and parents via similar methods.
- US Mail. The following reports are printed and sent home: Quarterly grade reports, Semester grade reports.
- Students receive announcement from teachers and school administration every day via email. Students should check these email announcements for upcoming events and notifications.
- Each month the Business Office will send out an electronic invoice that covers your child's expenses from the prior months. Examples of items on this list include school lunches and supply fees. If students provide their own lunch parents may not receive monthly statement due to lack of activity. Payments are made via ACH or can be made directly to the Business Office.

PARENT TIPS:

- ① Stay involved – check grades/scores early and often.
- ① Attend conferences – conferences are a great 'quick check-in' with your student's teachers. We are all busy, but we encourage you to come to school and participate. It feels good and it is nice to experience what your student does every day!
- ① Here is the bottom line with Middle School...parent to parent:
 - We all mess up or fail at some point. Most of us have missed a deadline, didn't do as well as we hoped on a test, had a meeting that didn't go as planned or had a difficult time communicating with friends or co-workers. This is normal and a part of how we grow. It's a part of middle school and it's to be expected. Expect to receive an e-mail about a missing assignment or a poor test grade. It happens.
 - School administrators and teachers expect it and have a system in place to assist. Middle School is a time to experience small failures and learn to figure things out to get back up and on track.
 - Middle School is where we all help students to learn about managing time and expectations. Students need to learn how to manage their busy lives. Three tests next week plus a hockey tournament this weekend...they better start preparing now while they have the time.
 - Middle School is the dry run for Upper School where grades really count toward college acceptance.
 - Be aware and supportive but let your student lead in resolving any issues. They need to learn how to do this on their own unless you plan on calling college professors or first bosses!

UNIFORM DRESS CODE

The Uniform Dress Code encourages a community spirit at Providence Academy and enhances school pride. Uniforms are worn in PreK through 12th grade.

- Lower, Middle and Upper Schools each have different uniform styles.
- Uniforms can be purchased locally from Donald's in St. Paul and Eden Prairie or Educational Outfitters in St. Louis Park. The Lands' End School Uniform catalog also carries many pieces of the uniform.
- A uniform sale is held at Providence Academy before the start of school for convenient shopping. Used uniforms are usually available at this sale as well. This year's Uniform Sale will be held Wednesday, August 7th from 3:00 p.m. to 6:00 p.m.
- Reference the 2019-20 Uniform Guidelines for detailed dress code and uniform information prior to purchasing items.



GYM UNIFORMS:

Physical education uniforms are required for all students in 4th through 12th grade physical education classes. PE uniforms are available for purchase during the Uniform Sale in August and by order forms available on the school website or in each of the Administrative offices.

OUT-OF-UNIFORM DAYS/EVENTS:

Several school-related events during the year are “out-of-uniform” (e.g. retreats, certain field trips, school-sponsored dances/parties, etc.). In some instances, students will receive instruction on whether specific attire is required (e.g. band and choir concerts, etc.). For all out-of-uniform events students are reminded that attire must be appropriate. Clothing must be neat, clean, modest and free of offensive or suggestive advertisements or slogans. Skirts, shorts or dresses should generally be to fingertip length or at least a 5” inseam for shorts. No crop-tops or leggings. Shirts or dresses with spaghetti-style straps should be covered with a sweater. Generally speaking, straps should be two fingers wide. Students sitting on an elevated stage should be particularly mindful of hem length and posture. Belts should be worn as necessary. Distressed jeans may be appropriate depending on the event but torn/excessively worn jeans should be avoided.

PARENT TIPS:

- ① Try on uniforms before purchasing a lot! Sizes differ between brands. Suggestion is to start with a few of each item to make sure student wears them, before buying 5 of everything only to find out that your daughter won't wear the button up shirt!
- ① Half-sizing for girls' skirts is very strange. In some brands a 14H is narrower but longer than 12R. If you need to go "up" to a half "H" size for length, you may need to go "down" in the size number. Ask the salespeople...they know what they are doing and will save you time.
- ① Girls: typically wear shorts under skirts - no pants on Mass day
- ① Boys: belts are mandatory
- ① Yes – uniforms on picture day!
- ① Shoes – many students wear Sperrys
- ① For gym:
 - Have a small gym bag (many use the small string back pack type) with shoes, uniform, DEODORANT!!
 - Remind your student to bring bag home often so that you can wash uniform
 - MS Students can keep their gym clothes in their assigned gym lockers.

TRADITIONS

There are many events and traditions that MS students can participate in during the school year. Here is a list of some of these items:

- Middle School Homecoming Party - A variety of fun activities will be offered for Middle School Students. Students should dress in lightweight comfortable clothes for dancing, and athletic activities. Light refreshments will be served. This year's party will be held on Saturday, October 5, 2019.
- Helping with LS Fall Fun Fair – The Fun Fair is a big deal for our Lower School Students! Many volunteers are needed to make this special event run smoothly. MS students volunteer their time to work the various game, activity and food booths, plus they can stay and participate! This year's Fall Fun Fair will be held on Saturday, November 9, 2019 from 11:00 a.m. to 2:00 p.m.
- Fall/Spring Service Day– This full day activity typically involves events that help others in our community, like packing food and giving performances. The Fall Service Day will be held on Wednesday, October 16, 2019, and parent volunteers will be needed.
- After School Service Project – This activity is organized by PAPA and gives our MS students the opportunity to do volunteer service work that benefits a charity or other non-profit organization. Some examples are making blankets for dog shelters or packing activity bags for youngsters.
- Community Support (donations) – MS students have several opportunities throughout the school year, to bring in items that benefit non-profit groups.
- Catholic Schools Week – There are many fun activities during CSW! Snowtubing and Dress-Up days are some favorites of MS students!
- Winter Service day is Thursday, February 20, 2020.
- Middle School “Spring Fling” will be on Saturday, April 18, 2020 from 7:00 p.m. to 9:00 p.m.
- 8th Grade Transitions Banquet – This is a special banquet for 8th graders that recognizes their accomplishments and welcomes them into High School.
- Medal of Honor - These medals are awarded at the end of each month to a student nominated and votes on by teachers as having displayed the Virtue of the Month consistently and in exemplary fashion. This is usually awarded at a MS Mass.
- Washington D.C. Trip – 8th graders are invited to join their class for a trip to Washington D.C. typically the weekend after school lets out for the summer.
- Wolf Ridge Trip – MS students are invited to spend a weekend at Wolf Ridge in Northern Minnesota. The trip typically takes place in May, often during Mother's Day weekend.
- Students often have the opportunity to participate in an Advent Angel program prior to the Christmas break. Participation is optional, and guidelines are established in advance.

CELEBRATIONS

Middle School students are allowed to bring in packaged treats to celebrate their birthday. Prior approval must be given by the Director of the Middle School and students should plan on bringing enough for their entire class, or all classmates of their respective gender, or for their Ultima classmates. Please be aware and considerate of students with food allergies. Extra treats must be taken home. Provisions forbid homemade goods to be brought for distribution at school. Celebrations with a group of friends should be made outside of the school day.

WHAT IS A NETter?

National Evangelization Teams (or NET) Ministries is a Catholic Young Adult Missionary program whose mission is to “Challenge young Catholics to love Christ and embrace the life of the church.”

- Every year, NET Ministries sends eight young adult Catholic missionaries from around the country (and sometimes from around the world) to Providence Academy.
- These missionaries spend the year at PA with the sole purpose of helping students grow in their relationship with Jesus.
- These 18 - 25-year-old NET team members immerse themselves into the school community and attend classes with students, eating lunch with them in the Great Room, cheering them on at sporting events, and hanging out with them before and after school. They also run small groups and Bible studies for students during the school day as well as before and after school. They also often attend field trips and help with service days.
- Many families also choose to host the NET Team Members for up to 2 weeks in their houses and is a great way to bring these missionaries to have an even greater impact to their students.
- More information regarding the NET Team and the need for host families will be announced in the eBulletin near the start of the school year.

PROVIDENCE ACADEMY ATHLETICS IN MIDDLE SCHOOL

Providence Academy offers many sports options to Middle School Students. Please refer to the MS Sports Manual for more information.

If you have questions about Middle School athletics or participation, please contact:

Sarah Melhorn

Assistant Athletic Director: Indoor Athletic Facility and Middle School A.D.

Phone: 763-258-5530

Sarah.Melhorn@providenceacademy.org



IMPORTANT UPCOMING DATES

What	Date	Time	Where
All-School BBQ	August 7, 2019	5:00 p.m. – 6:30 p.m.	Great Room
Uniform Sale	August 7, 2019	3:00 p.m. – 6:00 p.m.	Main Lobby
MS Orientation	August 26, 2019	8:30 a.m. – 12:00 p.m.	Classrooms
First Day of School	August 28, 2019	All day	All school
Back to School Night	September 12, 2019	6:30 p.m. – 9:00 p.m.	All School
Virtus Training	September 25, 2019	6:00 p.m. – 9:00 p.m.	Great Room
MS Homecoming Party	October 5, 2019	7:00 p.m. – 9:00 p.m.	Gyms
Fall Service Day	October 16, 2019	School Hours	TBD
Parent/Teacher Conferences – School Hours	November 6, 2019	School Hours (by appointment)	All School
Parent/Teacher Conferences – After School/Evening	November 7, 2019	After School/Evening (by appointment)	All School
LS Fun Fair (MS Volunteers)	November 9, 2019	11:00 a.m. – 2:00 p.m.	Great Room/Gyms
Virtus Training	January 15, 2020	6:00 p.m. – 9:00 p.m.	Great Room
Winter Service Day	February 20, 2020	School Hours	TBD
Virtus Training	April 16, 2020	6:00 p.m. – 9:00 p.m.	Great Room
MS Spring Fling	April 18, 2020	7:00 p.m. – 9:00 p.m.	Gyms