



Dear 2016-17 Parents/Guardians & Students:

Welcome to Albert W. Merrill Middle School. Merrill is a very special place where our students aspire to greatness, learn through service, and grow educationally.

I truly hope that you and your families have a very safe summer. We are truly excited about you and your child joining us for the 2016-17 school year.

If you are new to our school and the Merrill community, let me take a moment to especially welcome you and your child to our wonderful school. In case we haven't had the pleasure of meeting yet, please allow me to introduce myself. I've been with the Des Moines Public School District for twenty-five years. I am currently in my 13<sup>th</sup> year as principal at Merrill. Prior to Merrill, I served as vice-principal at Des Moines' East High School and as a Dean and teacher at Theodore Roosevelt High School. I have been married to a wonderful woman, Sharon Gaddy, for thirty-five years, and we have one son, Vincent Darnell, who is a 2007 graduate of Roosevelt.

My educational leadership philosophy as it relates to Merrill and our professional learning community is quite simple. I truly believe in providing every child the opportunity to achieve academic success in a safe and orderly learning environment. My main goal as instructional leader is to challenge and equip each child with the essential learning skills necessary to advance to the next level academically, emotionally, and socially. I'm passionately driven to create the best teaching and learning environment for our students so they can reach their maximum learning potential. I will do all that I can to make certain your child receives a rich and meaningful educational experience during their time at Merrill.

I feel strongly however, that education is a team effort involving our parents/guardians, teachers, support staff, business partner, and our community. Research clearly indicates when parents and/or guardians are involved, students have:

- Higher grades, higher test scores, and improved learning
- Better school attendance
- Increased motivation and better self-esteem
- Lower rates of suspensions and fewer incidents of violence and/or acts of inappropriate behavior

At Merrill, we encourage our families, teachers, support staff, business partner (Wells Fargo Bank), and our community to work together to improve the quality of education for all students. As a result of building this successful partnership, we will undoubtedly see an increase in academic achievement for our school. **Simply put, working together with us at Merrill affords amazing opportunities for ALL KIDS.**

As we begin the 2016-17 school year, our success will depend on how well we can work together to overcome any challenges along the way and to make a difference in the lives of the students and families we serve. Needless to say, your involvement in this process is crucial.

As principal of Merrill, the one thing you can be assured of is that my office will always be open to you. Please feel free to share with me any questions, concerns, beliefs, or comments you have regarding our school.

Again, I am very excited about the upcoming school year and look forward to working with you and your child.

**Together, We Can Make A Difference!**

Sincerely,

Alex S. Hanna  
Merrill Middle School Principal



**SCHOOL OFFICE HOURS**  
**7:15 A.M. - 4:00 P.M.**  
**Summer: 7:30 A.M - 3:30 P.M.**

### PHONE NUMBERS

Main Office:	242-8448
Attendance:	242-8358
Counselor:	242-8359
SUCCESS:	242-8361
Fax Number:	274-1844

**First Day of School!**  
**Wednesday, August 24, 2016**  
**Dismissal time—1:00 PM**

**Regular Class Hours**  
**7:45am to 2:30pm**  
**M T TH F**

**EVERY Wednesday**  
**Dismissal time is 1:00 p.m.**

**Des Moines Public School**  
**Website**  
[www.dmschools.org](http://www.dmschools.org)

**Merrill Middle School Web Site**  
[merrill.dmschools.org](http://merrill.dmschools.org)

### **ATTENDANCE ANNOUNCEMENT**

If your child is going to be absent, late to school, or leaving early, please contact:

Mrs. Joyce Grace  
Merrill Attendance Clerk  
at 242-8358

or  
Email: [joyce.grace@dmschools.org](mailto:joyce.grace@dmschools.org)  
**Before 8:00 a.m.**

If you know in advance that your child will be absent, leaving early, or arriving late, you may send a note or call the day before. You may also send a note or call the day of an appointment. This will assist in clarifying our records each day and eliminate the need for a phone call home. All late arrival/absences must be reported within 24 hours to be considered an "Excused" absence. However not all absences are considered excused according to DMPS Attendance Guidelines. Thank you in advance for your attention to this important matter.

### **REQUESTING HOMEWORK**

Please contact Mrs. Grace at 242-8358 by 8:00am to request homework to be picked up the same day. Homework may be picked up after 2:45pm. This allows teachers time to get it prepared and to the main office. Thank you.

Please **DO NOT** leave your vehicle unattended in the front turn around. You may park in the north or east lots if you will be coming into the school for any reason. Doing this will help immensely with the congestion that occurs during drop-off & pick-up times. Thank you for your cooperation!

# Office News!

## From Merrill Office Manager, Ms. Schumann

### Welcome Future Mustangs!!

The pages that follow contain some important information you may want to know before we dismiss for summer break such as the Parent Meeting on May 3rd, the SUCCESS for Sixth Grade & Summer Camp opportunities along with the registration forms for them, the class supplies list, and the 2016-17 District Calendar! On page 10 of this newsletter is information about online registration through Infinite Campus Parent Portal and what to do if you've forgotten your password.

Please keep in mind that Merrill is a "Green" school and only very important information will come home in paper form or sent by mail. All events/activities are posted on our website in the Calendar of Events, key events/news will be on the homepage "Bulletin Board", and after school activities and athletics will be under the Student tab along with a mound of information for you under the Parent tab. Information and dates for 16-17 activities will be posted on our website beginning July 1, 2016 and as they become available. Very few news items will be sent home on a paper copy. Merrill does have flyers and other paper copies on our "Information Shelves" in the main office. And all events/activities will be communicated verbally to your students in the "Morning Announcements"

Please save Merrill's website to your favorites to keep up-to-date with important information and dates for all activities and events at Merrill at: [merrill.dmschools.org](http://merrill.dmschools.org).

Please call our attendance clerk, Mrs. Joyce Grace, on her direct line at 515-242-8358 if your student is absent, arriving late, or leaving early for any reason. Please leave a voice message before 7:30 AM or after 3:15 PM.

**Merrill's Main Office Hours:**  
Summer: 7:30 A.M. to 3:30 P.M.  
School Year: 7:15 A.M. to 4:00 P.M.  
Phone: 515-242-8448  
Fax: 515-274-1844

### VISITORS MUST BE "BUZZED IN" IN ORDER TO ACCESS THE BUILDING!

ALL Merrill visitors, including parents/guardians & students must enter the building through the doors at the main entrance (front/south side) and will not be allowed access until "buzzed in" by office personnel after 8 AM. Once in the building, please report to the main office and sign in. The Visitor Sign-in book is located on the front counter. If picking up your student, you may report directly to the attendance office upon arrival.

For the safety of all our students, it is of the utmost importance that we know who is in the building, why you are here, and where you are located. All visitors will be asked for the purpose of their visit prior to entering the building or when signing in at main office.

Merrill asks that the parents/guardians who pick up their students in the front to please make certain that you are not double-parked so traffic can flow smoothly during drop-off and pick-up times or in a position or area that will block cars from exiting the back visitor/staff parking lot or driveway to the back parking lot. If you need to come into the building for any reason, please park in our visitor parking spaces on the east side of the building or in the back parking lot. Thank you!

### PARKING

Merrill's administrators and office personnel would appreciate it very much if visitors to the school would refrain from parking in designated school employee parking spaces during regular school hours AND school events. Thank you!

#### The Following are Available in the Main Office:

- ◆ Information on 2016-17 Merrill Sports (also available on Merrill's website) & after school activities\*\*
- ◆ Athletic Physical Form
- ◆ Merrill Newsletter -- Paper Copy
- ◆ Flyers for Student Activities both at Merrill & Outside Organizations\*\*
- ◆ Open-Enrollment Application

\*\*if applicable

#### DONATIONS OF THE FOLLOWING WOULD BE APPRECIATED!!

- \* White Copy Paper
- \* Tissues
- \* Hand Sanitizer & Pop-up Wipes
- \* Liquid Hand Soap

THANK YOU!!!

### INFINITE CAMPUS PORTAL

Do you have an Infinite Campus account? To get set up, please email [merrill@dmschools.org](mailto:merrill@dmschools.org) with your student's name and your full name and email address. You will receive an email with your login information. If you forget your password or lock yourself out, please email the address above for a reset. Thank you!

**OFFICE MANAGER**  
Ms. Jane Schumann  
**OFFICE ASSOCIATE**  
Mrs. Julie McCann



# Incoming 6<sup>th</sup> Grade Parent Meeting

## Merrill Middle School



### International Baccalaureate World School

Tuesday, May 3rd, 2016

Merrill Gymnasium 6:00-7:00pm

We want to welcome you to Merrill Middle School! Join us in the gym at 6:00pm for a short presentation that will preview your student's middle school experience and provide you with some important information as you plan for your student's transition next fall.

After the presentation staff will be available to answer your questions and refreshments will be available in the Merrill Café. We look forward to seeing you! Call the Merrill Office at 242-8448 if you have any questions.

## 2016-17 Merrill Middle School 6<sup>th</sup> Grade Class Supplies List

<p><b><u>For Use in All Classes</u></b>                  2 Dozen #2 Pencils                  6 Black or Blue Ink Pens                  2 Red Ink Pens                  1 Pink Eraser                  2 – 4 Glue Sticks                  1 Box Colored Pencils                  1 Box Crayola Markers                  2 Yellow Highlighters                  1 - 4 Color Pack Dry Erase Markers (to 1st P. teacher)                  2 Pkgs Loose Leaf Paper (wide or college ruled)                  2-4 Spiral Notebooks                  2-4 2-Pocket Folders                  1 Pack Index Cards (3x5 inch ruled)                  Flash Drive (minimum 2GB)</p> <p><b><u>Physical Education</u></b>                  T-shirt* - navy, gray, black, or white only                  Shorts* - navy, gray, white, or black only                  Sweats* - navy, gray, white, or black only                  Socks &amp; tennis shoes                  Deodorant &amp; lotion are recommended but not required.</p> <p><i>*PTA Merrill Apparel is preferred but not required.                  Apparel will be for sale during registration on August 10<sup>th</sup> from 7 AM to 7 PM.</i></p>	<p><b><u>Language Arts</u></b>                  6 3-Prong Pocket Folders</p> <p><b><u>Math</u></b>                  3” 3-ring Binder                  1 Basic Calculator                  1 Pocket Folder                  1 One Subject Spiral Notebook</p> <p><b><u>Science</u></b>                  1 Roll Paper Towels                  1” 3-ring binder                  3 Dividers (for 3-ring binder)</p> <p><b><u>Social Studies</u></b>                  1 Pocket Folder</p> <p><b><u>Spanish</u></b>                  1 Composition Notebook                  1” 3-ring Binder</p> <p><b><u>Art Class</u></b>                  1-50 Sheet 9X12 Sketch Pad                  1-Vinyl Eraser</p> <p><b><u>To the Main Office (for building-wide use!)</u></b>                  1 Ream White Copy Paper                  3-4 Boxes of Tissues                  1 Med to Large Bottle Hand Sanitizer (Girls)                  1 Large Anti-bacterial Pop-up Wipes (Boys)                  1 Box of Band-Aids (one box per family)</p>
<p><b><u>Band*/Music/Chorus/Orchestra</u></b></p>	
<p><b><u>Band &amp; Orchestra</u></b>                  2 Standard 2 Pocket Folders                  2 ID Tags for Instrument Case**                  #1 Standard of Excellence –Red Book (Band)</p> <p><i>*Note from Mr. Morgan (Band Director)                  Have your horn oiled &amp; serviced with a GPC service prior to school starting.</i></p> <p><i>**Name tags are available at music vendors and typically free for the asking.</i></p>	<p><b><u>Intro to Music/General Music</u></b>                  1 Spiral Notebook</p> <p><b><u>Chorus</u></b>                  1 Standard 2 Pocket Folder</p>
<p><b><u>Donations for Nurse &amp; SUCCESS Program</u></b></p>	
<p>Tylenol and/or Ibuprofen (Tablet/Chew tabs/Liquid)                  Cough Drops                  Antiperspirant/deodorant                  Liquid Hand Soap                  Granola Bars or Other Healthy Snacks                  Juice Boxes</p>	<p>Personal Care Products (tampons, pads, wipes)                  Sweat Pants &amp; T-Shirts (all sizes)                  Girls Underwear (sizes 4-5)                  General School Supplies (as listed above)                  Backpacks                  Gift Cards-Wal-Mart, Target, Hy-Vee, Etc.</p>
<p><b>Your generous donations will help students &amp; families in need.                  They are greatly appreciated! Thank You!</b></p>	
<ul style="list-style-type: none"> <li>• All students are encouraged to have a sturdy backpack and small pencil bag to carry their supplies to and from school as well as store them in their lockers. Students are <u>not allowed</u> to carry their backpacks to the classroom. Your student is responsible for having the supplies required and necessary for all classes.*</li> <li>• Students are allowed to bring their own technology (IPAD, laptop, netbook, Kindle, etc.) for use only at their teacher’s discretion. Merrill is not responsible for loss or damage to such items.</li> </ul>	

# SUCCESS 4 SIXTH GRADE

Are you ready for the 6<sup>th</sup>

**6<sup>th</sup> Grade Day Camp**  
**Des Moines Public Middle Schools**

FREE, One day camp at your new middle school

- Build leadership skills
- Get to know other students and the building
- Learn the secret to opening your locker in record time
- Discover everything you need to know about your new school
- Lunch and Busing provided (from selected elementary schools)
  - 9:00-2:30 ~ Check in from 8:45-9:00

*\*Brody program will be 9:00–12:00 due to construction\**

SCHOOL	DATE	SUCCESS CASE MANAGER	PHONE #	Buses will only stop at these locations. Please pick the one that is closest to your home.
BRODY	August 5 <i>9:00-12:00</i>	TIFFANY CAMPBELL tiffany.campbell@dmschools.org	242-8433	Morris, Park Ave, South Union, Wright
CALLANAN	August 1	DAYNA CHANDLER dayna.chandler@dmschools.org	242-8386	Edmunds, Hubbell, Greenwood, King, Perkins
GOODRELL	August 4	AMY HALTER amy.halter@dmschools.org	242-7502	Garton, Phillips, Stowe
HARDING	July 26	CARI LONG cari.long@dmschools.org	242-8354	Cattell, Moulton, Madison, Oak Park
HIATT	July 29	ERIN HEMESATH erin.hemesath@dmschools.org	242-8128	Capitol View, Carver, Garton
HOYT	July 28	CARRIE CRIST carrie.crist@dmschools.org	242-8446	Pleasant Hill, Stowe, Willard
MCCOMBS	July 27	MAUREEN KENNEDY maureen.kennedy@dmschools.org	242-8356	Lovejoy, Morris, South Union
MEREDITH	August 2	JENNIFER MURPHY jennifer.murphy@dmschools.org	242-7792	Hillis, King, Monroe, Samuelson, Douglas Woods Apartments
MERRILL	August 3	CARLA TURNER carla.ridgelyturner@dmschools.org	242-8361	Hubbell, Perkins, Windsor, Deer Ridge Apartments
WEEKS	July 25	STACY CORNWELL stacy.cornwell@dmschools.org	242-8449	Jackson, Lovejoy, McKinley, River Woods, South Union

**Pre-Registration is required to attend. Please fill out the attached registration form and return to your 5<sup>th</sup> Grade teacher by May 31<sup>st</sup>.**

This program will be facilitated by the Des Moines Public Schools SUCCESS Program

**SUCCESS 4 SIXTH GRADE**  
**6<sup>th</sup> Grade Day Camp**  
**Registration Form**

★ Student Name \_\_\_\_\_ Birthdate \_\_\_\_\_

★ Street Address \_\_\_\_\_ Zip \_\_\_\_\_

★ Elementary School student attended \_\_\_\_\_ Gender \_\_\_\_\_

★ Middle School student will attend \_\_\_\_\_

★ Parent/Guardian Name \_\_\_\_\_

★ Home # \_\_\_\_\_ Cell # \_\_\_\_\_ Work # \_\_\_\_\_

★ I will need transportation to attend this program (circle one): YES NO

★ Bus stop that I live closest to: \_\_\_\_\_

★ \*\*See attached flyer for pick up/drop off sites for each middle school. Bus information will be included in the confirmation letter that you will get two weeks prior to the program.\*\*

**EMERGENCY INFORMATION:**

**\*All information needs to be included and will be kept confidential\***

★ Doctor \_\_\_\_\_ Phone \_\_\_\_\_

★ # \_\_\_\_\_

★ Dentist \_\_\_\_\_ Phone # \_\_\_\_\_

★ Hospital Preference \_\_\_\_\_

★ Alternate Contacts in Case of Emergency:

Name	Relationship	Phone #
_____	_____	_____
_____	_____	_____

Name	Relationship	Phone #
_____	_____	_____
_____	_____	_____

★ Medication (Please list name, dosage & time) \_\_\_\_\_

★ Health Condition (including allergies) \_\_\_\_\_

\_\_\_\_\_

★ I give full consent to the Des Moines Public Schools to use any photographs, audio, or video tapes taken of me while participating in SUCCESS 4 SIXTH GRADE, with no claim for payment, for any promotional/recognition activities of the program or school district.

★ I assume all responsibility for any accidents or injuries that may occur, and release the Des Moines Public Schools staff and other educational consultants that provide services related to the middle school transition program of all liability. I understand that the Des Moines Public Schools and other staff are not responsible for any stolen or lost personal belongings. In case of accident, injury or sudden illness and I cannot be reached; I request that necessary medical care be instituted. Our physician/dentist may be contacted in case of medical treatment or as necessary and is authorized to release requested information as needed. The parent/student is responsible for all medical expenses.

★ I also give my consent for the Des Moines Public School staff and other agencies affiliated with the middle school transition program to provide transportation in the course of their participation in SUCCESS 4 SIXTH GRADE.

★ Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please return all registration forms to your 5<sup>th</sup> grade teacher by May 31<sup>st</sup>**



April 1, 2016

Dear Parents and Guardians:

The Des Moines Public Schools AmeriCorps Program is offering incoming 6<sup>th</sup> grade students a no cost 3-week program from **July 25th-August 12th**. This program will run Monday through Friday from 9:00-3:00.

The overall goal of the Merrill Summer Program is to increase graduation rates by improving student achievement and engagement. There will be field trips, guest speakers, and various topics of curriculum. Breakfast will also be provided every day of the program for students.

Merrill will be staffed with at least four AmeriCorps service members that have already worked at Merrill or at another school in the district during the academic year. New members will also join the team after being trained to provide service during the summer. These members will also support the SUCCESS 4 SIXTH GRADE transition day on August 3<sup>rd</sup> so there will be no Merrill Summer Program but participants are encouraged to attend the transition day instead.

Please return the permission slip on page 9 of the newsletter by **May 31<sup>st</sup>** to the main office at your student's current school. If you have questions or concerns, please contact:

**Alexis Townsley, Merrill AmeriCorps Member**  
515-242-8448 Ext. 5027 | [alexis.townsley@dmschools.org](mailto:alexis.townsley@dmschools.org)

**Eric Whitney, DMPS AmeriCorps Program Director**  
515-242-7944 | [eric.whitney@dmschools.org](mailto:eric.whitney@dmschools.org)

# AmeriCorps Merrill Summer Program

## Summer Program Permission Slip

Please complete and return by May 31<sup>st</sup>, 2016 to your school's office manager

Student Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Student Address: \_\_\_\_\_ Zip: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Home #: \_\_\_\_\_ Work #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Student's Future or Current Middle School: \_\_\_\_\_

Will your child be eating breakfast? (Provided each day) \_\_\_\_\_ Yes \_\_\_\_\_ No

Will your child need medication dispensed during the scheduled program time? \_\_\_\_\_ Yes \_\_\_\_\_ No

If you answered yes, please explain: \_\_\_\_\_

### Emergency Information

\*All information needs to be included and will be kept confidential\*

Doctor: \_\_\_\_\_ Phone #: \_\_\_\_\_

Dentist: \_\_\_\_\_ Phone #: \_\_\_\_\_

Hospital Preference: \_\_\_\_\_

### Alternate Contacts in case of emergency:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone #: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone #: \_\_\_\_\_

By signing below, you are giving permission for your child to attend the *Merrill Summer Program* being offered at your student's middle school. Field trips are included as part of this program. DMPS AmeriCorps members will chaperone the field trips and transportation will be provided by a DMPS school bus. Pictures may be taken over the course of the program by Des Moines Public Schools, Merrill Middle School, and our community partners. I authorize Des Moines Public Schools, Merrill Middle School, and our community partners to use my child's picture for marketing purposes.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_





## HEALTH HINTS FROM YOUR SCHOOL NURSE

As your child progresses through middle school, there are a few health related items that will assist in making the school year less stressful for everyone. The health and safety of your child has a great effect on their academic success. Please feel free to contact the school nurse with any health related questions or concerns regarding these matters.

The Des Moines School District requests that 6<sup>th</sup> graders have a physical prior to the start of school. **All grade level athletes must renew athletic physicals every 13 months.** Physical forms should be completed by the parent and physician and returned to the school nurse. **Students are not allowed to participate in athletics unless a completed physical form is on file in the school nurse's office.** The form can be obtained from your school nurse or from the Merrill office.

Please review the emergency information on your enrollment forms and make any necessary corrections. The school staff utilizes this information to contact you in case of an emergency or illness. If this information should change throughout the school year, please notify the office with the updates.

If your child is going to be absent from school, please notify the school attendance office at 242-8358. Absences will be excused if a physician's written excuse is submitted to the attendance clerk or nurse. This includes excuses for illness and scheduled appointments.

Physical Education excuses are required to be written physician orders and should be given to the School Nurse.

The Merrill Health Office follows the medication policy of the Des Moines Public Schools. Physician prescribed medications must be in an original pharmacy container with a pharmacy label listing the student's name, the name of the medicine, the dosage, and the time to be given. Students may also receive up to 5 total doses per year of Tylenol and/or ibuprofen without a physician's order if parents check the consent box on the Health Services-Over the Counter Medications section of the Infinite Campus Online Registration. Cough drops and chapstick are allowed in class unless the individual teacher refuses the privilege if misused. Self administration of inhalers requires certain forms to be completed by your physician. These forms are available from your school nurse. Please contact the nurse if you have individual concerns.

Please see that your student receives an adequate amount of sleep and a proper breakfast to assist them in their classroom success.

Dear Parent/Guardian,

Last year the Des Moines Public School district began online registration through the Infinite Campus Parent Portal. 2016-17 online registration will begin July 5th, 2016. An email with the link to register for school will be sent to the student's primary parent's/guardian's IC (Infinite Campus) email inbox July 5th. If you registered online last year, you already have an Infinite Campus Parent Portal Account!

DMPS requires that at least one parent/guardian have an active Infinite Campus Parent Portal account. All communication about 16-17 school registration will be through Infinite Campus email. So, if you are new to DMPS, or we do not have an email address on file for you, or you have forgotten your login information, you will need to fill out the form below and return to Merrill's main office by June 1, 2016, so you're all set up by July 5th!

Having an active email address and an Infinite Campus Parent Portal account is important and will be the main form of contact and communication between the district, your child's school, and his or her teachers. You may have not used Infinite Campus at the elementary level very often, but it will be a very important and necessary tool in middle and high school!

Only parents or legal guardians can have access to their student's Infinite Campus account. Only one email address is needed to set up a Parent Portal account and only one password can be assigned per email address. If you wish to have a Parent Portal account set up for more than one parent/guardian in your household, please enter their name and email address on the form below.

Questions? Please contact Merrill Office Manager, Jane Schumann, at 515-242-8448. You may also request IC Parent Portal access or have your password reset via email to: [merrill@dmschools.org](mailto:merrill@dmschools.org). Please email all information from the form below and type "IC Access" in the subject line of the email.

## Request for Infinite Campus Parent Login Access

(Please Print Neatly)

**Student Name:** \_\_\_\_\_ **Grade:** \_\_\_\_\_

**Parent or Guardian Name:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_

**Other Parent or Guardian Name:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_

**Date Requested\*:** \_\_\_\_\_

**\*Please allow 24 to 48 hours to receive the email with your access information!**

If you are having trouble reading this page, you can access a printable version of the calendar from Merrill's website at: <http://merrill.dmschools.org/parents/2016-2017-regular-school-calendar/>



**2016-2017 REGULAR SCHOOL CALENDAR**  
School Board approved on October 6, 2015

**CALENDAR LEGEND**

- STAFF DEVELOPMENT
- HOLIDAYS  
(No classes; offices closed)
- CONFERENCE Comp Days  
(No classes)
- Winter/Spring Recess  
(No classes)
- FIRST/LAST DAY OF SCHOOL

**ADJUSTED DISMISSAL DAYS**  
Wednesdays during school year.  
90-minute adjusted dismissal.

August 2016				
M	T	W	Th	F
1	2	3	4	5
6	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		
September 2016				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
October 2016				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				
November 2016				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		
December 2016				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
January 2017				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			
February 2017				
M	T	W	Th	F
	1	2	3	
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			
March 2017				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31
April 2017				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
May 2017				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		
June 2017				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

**Dates/Events**

- Aug 12 Year 1, Alternate Contract Teachers Report (201 day contract)
- Aug 15&16 First-Year Teacher Training
- Aug 17&18 New to District Teacher Training
- Aug 18 Year 2, Alternate Contract Teachers Report (197 day contract)
- Aug 19, 22, 23 All teachers & associates report
- Aug 24 First Day of School (Adjusted dismissal time)
- Sept 5 Labor Day (No school)
- Oct 28 Teacher EQ Development – Associates do not report All teachers report
- Nov 23 No school for students, teachers (Fall Conference Comp Day) & Associates
- Nov 24-25 Thanksgiving Holiday (No school)
- Dec 23-Jan 2 Winter Recess – No classes
- Dec 26, 27, 30 Holiday – Offices Closed
- Jan 2 Holiday – Offices Closed
- Jan 13 First Semester Ends
- Jan 16 Martin Luther King Day (no school For students, teachers or associates)
- Jan 17 Start of 2<sup>nd</sup> Semester
- Mar 10 No school for teachers, associates or Students (Spring Conference Day)
- Mar 13-17 Spring Recess
- Apr 26 No school for 9<sup>th</sup>, 10<sup>th</sup> or 12<sup>th</sup> graders 11<sup>th</sup> grade students attend a.m. only For ACT test
- May 22 Last day of school for 12<sup>th</sup> grade
- May 29 Memorial Day – no school
- May 30 Last day of school for Elem & Middle Schools; students dismissed after half day; lunch will be served in Elem (In-service half day for Elem/MS Teachers and associates)
- May 31 Last day of school for High Schools- No Adjusted dismissal
- June 1 Alternative Contract Teachers last day
- May 31, Jun 1, 2 Reserved for inclement weather make up days