

STUDENT - PARENT HANDBOOK

Cover Design By: Barbara + Jim Pierson

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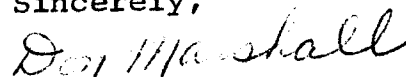
A MESSAGE FROM THE PRINCIPAL

Welcome to the Dover Middle School. The Sixth Street building that you will be attending will house all seventh and eighth grade students, and the Park building will house all fifth and sixth grade pupils. Your involvement with the programs and activities here greatly determines what both the individual and the school can become. It is the sincere desire of all the staff that each participant have a most meaningful, rewarding, and pleasant experience.

Many opportunities are provided for academic, physical, and social growth. A positive attitude for self, others, and the role that one plays in learning will contribute to the success that can be realized by the students, parents, and staff who make up the Sixth Street Middle School team.

This handbook is intended to provide you with the information that will help make your years in the seventh and eighth grades the growing experience desired for everyone. Read carefully the information in this booklet and share it with your parents. They, too, are interested in your school.

Sincerely,



Don Marshall
Principal

DOVER MIDDLE SCHOOL PHILOSOPHY OF EDUCATION

We recognize that students in grades five through eight are in a period of early adolescence. Our goal is to give them direction while at Dover Middle School and to offer experiences that will prepare them for high school. Courses in art, physical education, and music are added to the traditional subject matter areas to develop an appreciation of our cultural heritage and allow for creative expression.

Recognizing that individual differences in children due to growth and development are especially apparent at the Middle School level, a modified form of assignments should be practiced. This enables each pupil to work to his fullest capacity.

The Middle School is an integral part of the Dover community, and, as such, works hand in hand with parents and parent groups to develop an educational program that satisfies both educational requirements and parent-student desires. The newest methods of teaching, an awareness and use of the latest materials and research findings, plus a team concept of staff, parent, and student working together, will all be utilized to achieve a sound and challenging Middle School program for Dover.

TIME SCHEDULE FOR MIDDLE SCHOOL

PARK

STARTING TIME	8:50 A.M.
LUNCH	12 Noon - 1:00 P.M.
DISMISSAL	3:20 P.M.

THE PARK BUILDING DOES NOT HAVE A BELL SYSTEM.

SIXTH STREET

EXTRA-CURRICULAR.....	7:50	-	8:34
HOMEROOM.....	8:45	-	8:49
1ST PERIOD.....	8:51	-	9:41
2ND PERIOD.....	9:43	-	10:33
BREAK.....	10:33	-	10:38
3RD PERIOD.....	10:38	-	11:28
4TH PERIOD.....	11:30	-	12:20
LUNCH.....	12:20	-	12:56
5TH PERIOD.....	12:56	-	1:46
6TH PERIOD.....	1:48	-	2:38
7TH PERIOD.....	2:40	-	3:30

○ Denotes when bell will ring.

OBJECTIVES

1. To develop good study habits.
2. Develop a program of study that meets the individual differences of each grade.
3. To provide the individual with experience which will broaden his social environment and develop the skills needed for effective participation in school and adult community life.
4. To teach children the basic fundamentals of a democratic society and help develop his understanding of democracy by its use within the school.
5. Help to build stronger ties between home and school situation.
6. To provide a program that offers opportunities for the individual to develop high moral standards, to practice self-discipline, to enter into democratic participation, to develop self-realization in a climate conducive to good citizenship.
7. To develop a respect for other people and a respect for things that belong to other people.
8. To foster an attitude of doing one's best in everything and not be satisfied with just getting by.
9. To help build a good self-image for which a person can develop the confidence to succeed.

ASSISTANT PRINCIPAL

Our assistant, Mr. Daryl Badertscher, will be at Park School the majority of his time and will be responsible for the day to day operation. He will, however, be in the Sixth Street building when I am at Park. Mr. Badertscher and I will be working together on curriculum, staff meetings, discipline, and teacher evaluation. Please feel free to contact him when he is in your building.

DOVER BOARD OF EDUCATION

James Zifer, President
 Isabel Moore, Vice President
 Shirley Miller
 Terry Jones
 Richard Kleine

DISTRICT STAFF

Mr. Edward D. Hamsher, Superintendent
 Mr. Donald W. Peters, Administrative Assistant
 Miss Donna J. Moore, Elementary Coordinator
 Mrs. Norma Hardwidge, Treasurer

SIXTH STREET FACULTY

Don Marshall, Principal
 Daryl Badertscher, Assistant Principal

SEVENTH GRADE

<u>ROOM</u>	<u>TEACHER</u>	<u>SUBJECT</u>
119	Mr. Steve Lenarz	Lang. Arts
		Soc. Studies
120	Mr. Tom Daniels	Lang. Arts
121	Mr. Dick Marshall	Lang. Arts
122	Mr. Ernest Raber	Social Studies
233	Mr. Paul Koval	Math
		Science
234	Mr. Don Keller	Science
	Mr. John Lombardo	Math

EIGHTH GRADE

<u>ROOM</u>	<u>TEACHER</u>	<u>SUBJECT</u>
232	Mr. Tom Connor	Science
235	Mr. Doug Strickmaker	Math
		Science
317	Mr. Terry Corder	Soc. St.
320	Mr. Terry Immel	Soc. St.
		Lang. Arts
322	Mr. Michael Rabes	Lang. Arts
324	Mrs. Berniece Morris	L. Arts
	Mrs. Linda Eaton	Math
		Algebra

RESOURCE OR SPECIAL TEACHERS

123	L.B.D.	Mrs. Elizabeth Humphrey
226	Reading Specialist	Mrs. Ruth Pritchard
	Title One Reading	Mrs. Judy Jones
236	Health	Mr. Tom Armstrong
318	Vocal Music	Mrs. Florence Toomey
319	Art	Mr. Mark Stachowicz
321	E.M.R.	Mr. Charles May
Office	Guidance	Mrs. Norma Viers
		Mr. Raymond Luyster
Gym	Physical Education	Mr. Russ McHenry
	Home Economics	Mrs. Sandy Archinal
	Industrial Arts	Mr. Robert Tolotti

DOVER PUBLIC SCHOOLS
Dover, Ohio

SCHOOL CALENDAR
1978-1979

FIRST SEMESTER

1978

Monday, August 28.....Teachers Meetings - NO SCHOOL
Tuesday, August 29.....CONVOCATION - A.M.
Work Sessions - P.M.
Wednesday, August 30.....School Opens - K-12

Monday, September 4.....LABOR DAY - NO SCHOOL
Monday, October 9.....Columbus Day - School in Session
Monday, October 23.....Veterans Day - School in Session
Friday, November 3.....P. T. Conference - K-4 Only
(No School)
Monday, November 6.....P. T. Conference - 5-6 Grades
(No School)
Thurs. & Fri., Nov. 23-24....Thanksgiving Recess
Friday, Dec. 22 - End of Day.Christmas Recess Begins

1979

Tuesday, January 2.....School Resumes After Recess
Thurs. & Fri., Jan. 11-12....Semester Examinations
Friday, January 12.....END OF FIRST SEMESTER
Monday, January 15.....Martin Luther King - NO SCHOOL
(Record Day for Elementary and Secondary)

SECOND SEMESTER

Tuesday, January 16.....SECOND SEMESTER BEGINS
Monday, February 19.....President's Day - NO SCHOOL
(ELEMENTARY AND SECONDARY IN-SERVICE DAY)
Friday, March 30.....P. T. Conference - K-4
(No School)
Monday, April 2.....P. T. Conference - 5-6 Grades
Fri, April 6 - End of Day....Spring Recess Begins
Monday, April 16.....School Resumes After Recess

Monday, May 28.....Memorial Day - NO SCHOOL
Thursday, May 31.....Schools Close for Summer
Friday, June 1.....RECORD DAY

DOVER MIDDLE SCHOOL REPORT CARD DATES

Nine Week Grading Periods

August 30 - October 27
October 30 - January 12
January 16 - March 23
March 26 - May 31

Report Cards to go Home on:

November 1
January 17
March 28
June 4

STUDENT ACTIVITIES

Students in grades seven and eight will have an opportunity to participate in many extra-curricular activities that will help develop social skills and worthwhile hobbies. A sample of activities that you may participate in are listed as follows:

- | | |
|-------------------------|----------------------------|
| 1. Art Club | 14. Intramural Sports |
| 2. Assemblies | Basketball |
| 3. Audio-Visual Club | Bowling |
| 4. Band and Orchestra | Golf |
| 5. Cheerleaders | Gymnastics |
| 6. Choir | Skiing |
| 7. Industrial Arts Club | Track |
| 8. Sixth Street Press | Volleyball |
| 9. Y-Teens | Wrestling |
| 10. Leaders Club | |
| 11. Morning Announcers | 15. Interscholastic Sports |
| 12. Spelling Club | Baseball |
| 13. Student Council | Basketball |
| | Cross Country |
| | Football |
| | Track |
| | Wrestling |

INSURANCE

A school insurance plan may be purchased for students at the beginning of each year. Information is sent home early in the year and all transactions are made directly between parents and the insurance company. Students involved in athletics and other activities are encouraged to purchase insurance for their protection.

TORNADO DRILLS

Tornado drills have been mandated by state law and will be conducted throughout the school year. All students and teachers will be assigned to specific areas and are to report there in an orderly and quiet manner. Attendance at each area must be taken and students unaccounted for must be reported to the principal immediately.

COUNSELING SERVICES

Counseling services are provided for all students in grades 5-8. Mrs. Norma Viers will be working mainly with grades 5 and 7 and Mr. Raymond Luyster will be working mainly with grades 6 and 8. The counselors are here to help you plan and work toward your educational goals and to help you resolve personal and academic problems.

A student may go to the guidance office at any time or from any class with the permission of the teacher. Request for an appointment may be obtained from the secretary and filled out if a student wishes to make a future appointment with a counselor.

Group counseling sessions will be held in all grades at scheduled times throughout the year.

A carefully planned guidance program the second semester of the eighth grade will help you and your parents select courses that will help you to prepare for your future.

TARDY PROCEDURE

A student reporting to school in the morning will be considered tardy if not in his first period class by 8:45 A.M. at Sixth Street or 8:50 A.M. at Park. When tardy, report to the office. The office will record your entry to school and issue a "tardy" permit which will enable you to enter your class. Parents will be contacted when tardiness or absenteeism becomes excessive.

ABSENCE

Reasons for absenteeism are carefully checked in Dover. Parents are requested to call in to report the cause of the student's absence.

In the event of absence caused by a vacation or out-of-town trip with parents, a note from the parents is requested in advance, stating the reason and the length of time the student will be out of school.

Make-up work is to be assigned in the case of legitimate absence, and it is the responsibility of the student to contact his teachers for the assignments. Make-up work generally should be completed in five (5) days. Make-up work may be denied to students who have been truant, suspended, or expelled.

GRADE CARDS

Reports to parents on student scholastic progress will be sent at the end of each nine-week period. Students are graded in each of their subjects according to the following scale:

- A - Excellent
- B - Above Average
- C - Average
- D - Below Average
- F - Failing
- S - Satisfactory
- U - Unsatisfactory
- I - Incomplete

HONOR ROLL

Middle School students are encouraged to excel in scholarship and are rewarded when they do by being placed on the school's Honor Roll. To qualify, a student must have a 3.5 average for all subjects in which a letter grade is given. If he receives a U on subjects graded by S or U, it will be rated as an F in computing the average.

Honor Rolls are announced after each nine-week grading period. Students making the Honor Roll four times will be considered Honor Roll students for the year. Those making it three times will be considered Merit Roll students.

HOW TO SHARPEN YOUR STUDY SKILLS The SQ3R Method

Perhaps the most efficient way to study that has yet been devised is the SQ3R method. This method involves five steps which, if followed regularly, should make your studying more effective in all subjects. Each step is represented by a letter, thus the name SQ3R. Those steps are:

1. Survey
2. Question
3. Read
4. Review
5. Recite

The conscientious student will take time to learn this method and apply it faithfully to all his studies. After a while this method should become an effortless part of your study routine. Consequently, you will find that your efforts are more productive.

How to Sharpen Your Study Skills - Cont'd.

Survey. Get the general idea of the nature of the material covered in the assignment. First, look at all the pictures, illustrations, graphs, etc. Next, look at the title and subtitle. These may be chapter headings or subchapter headings. Third, read the first sentence. Fourth, read the last paragraph. The important idea here is to get an understanding of the whole assignment.

Question. Ask yourself what you expect to get from your reading. If you read for a purpose, you read more effectively. If your teacher has given you study questions, or your book has questions at the end of the assignment, have these questions well in your mind before you read.

Read. Keeping in mind the questions you have asked yourself and what you already know from your survey, read the assignment accordingly. Vary your reading speed to fit the nature of the material and the assignment. Factual material on which you will be tested later requires a slower rate than a novel which you are reading for pleasure. It is a serious mistake to read all material at the same rate.

Review. Ask yourself what you have read. If you are not certain, then repeat the first three steps. Taking a moment now to review your reading may save much time later.

Recite. The way in which you recite will take different forms depending upon the subject and assignment. Nevertheless, the principle fact to remember is that you are now using what you have learned. You should follow one or more of these steps, or some variation of them, to do your reciting.

1. If time permits, write out the answers to the questions in your book or those given you by your teacher otherwise, say the answers to yourself to make sure that you know them.

2. Write notes of what you have read. The notes you take now will serve two purposes. First, they will increase your retention of what you have read. Second, they will serve as a source of review for tests. If you have taken satisfactory notes, you may not need to re-read the assignment. In addition, a repeated review of these notes is always far better than a last minute effort.

3. Tell someone else about what you have read. You must know the material before you can explain it to someone else. In attempting to explain it to others, the material will become clear to you.

Once you have learned the SQ3R method, it is a simple task to adapt it to meet any assignment. However, like all good tools, it must be used consistently to be effective.

How to Sharpen Your Study Skills - Cont'd.

PREPARING FOR TESTS AND EXAMINATIONS

1. Review should bring about a new view of the subject matter.
2. When reviewing notes, underline the most important points.
3. Read the summaries. Answer questions listed in the text or in review material.
4. Give attention to those parts which you have not done well.
5. Give the material a quick going over just before examination time.

AT EXAMINATION TIME

1. Know beforehand the type and scope of the test.
2. Come into the room prepared. Have all necessary equipment.
3. Usually one should go directly through the examination, returning to work on the more difficult questions.
4. Do not hurry yourself into a state of nerves. Work steadily, vigorously, and calmly.
5. Read all of the questions and be sure that you understand them before answering them.
7. Write something on every question.
8. When you have finished and you have time, relax for a few minutes, then carefully check your paper. You may have costly errors.
8. Observe the rules of hygiene during examinations. Check your eating, rest, and exercise. Do not stay up late to study.

DISCIPLINE

All students of Dover Middle School are expected to conduct themselves in such a manner that reflects credit to themselves, their families, and their school. Since the primary function of the school is to conduct an educational program for students, an atmosphere conducive to this purpose is necessary. As much as possible, students will be permitted to exercise control of their own behavior within the framework of school rules. However, disruption of classroom activities or violation of school rules and regulations will not be permitted. Discipline cases may be handled by the classroom teacher or referred to the principal or assistant principal for action.

GUM CHEWING

Careless disposal of gum in drinking fountains, on furniture, and floors present sanitation and cleaning problems and costly repairs. Therefore, gum chewing is not permitted.

CLASSROOM CONDUCT

Classroom activities are designed to benefit the students - both individually and collectively. Therefore, conduct within the classroom should not distract from this purpose. If a student persists in behavior that disrupts the class, he may be removed from the class for the remainder of the period and be subjected to further disciplinary action.

Students are expected to complete homework in advance of class time, and utilize the regular class period in a productive and beneficial manner. Permission to leave the classroom during the period must be secured from the teacher.

ASSEMBLY CONDUCT

Most of the assemblies will be for students in grades 7-8. Occasionally, sixth grade students will attend assemblies at Sixth Street school. The assembly programs are arranged for the benefit of the students of our school and they serve a variety of purposes. Since they are a part of your educational program, your conduct should be the same as it is in your classroom.

Students are expected to enter and leave the auditorium in an orderly manner. Conversation, while waiting for the program to start, should be kept at a minimum and carried on in a quiet tone. All conversation should cease at the moment the first speaker approaches the microphone.

CONDUCT ON CAMPUS

Students are encouraged to enjoy the campus during their free time. Trash cans are provided for the deposit of candy wrappers, paper cups, and other litter. Rowdy behavior and conduct designed to embarrass or humiliate other students is unacceptable. Vandalism is intolerable. Smoking in school, on the schoolgrounds, or near the school will not be permitted. Cigarettes brought in the school will be confiscated and not returned. Excessive noise is discouraged, since high school classes will be in session.

HALL CONDUCT

The halls of our building are rather narrow and are without acoustical treatment. Therefore, each student must assume the responsibility of his own conduct in the halls. Students, in general, should keep to the right and refrain from running and shoving. Voices should be modulated when talking with classmates. Students may stop for a drink of water, provided it does not result in tardiness to the next class. Overt signs of affection between boys and girls are out of place and will not be permitted. Students must refrain from congregating in groups which block traffic.

SUSPENSION, REMOVALS, AND EXPULSIONS

1. Only the superintendent may expel a student.
2. No suspension may exceed ten (10) school days.
3. The superintendent, principal, or assistant principal may suspend a pupil from the premises, curriculum or extra-curricular activities.
4. Written notice of intent to suspend must be given to the pupil, and he must have the opportunity to appear at an informal hearing before the principal, assistant principal, or superintendent to challenge the reasons for the intended suspension or otherwise explain his action.
5. Parents or guardians will be notified of the suspension within twenty-four hours.
6. A teacher may remove a student from curricular or extra-curricular activities under his supervision.
7. A violation of any of the following rules may result in disciplinary action, including suspension and expulsion:
 - A. Disruption of School: A student shall not use violence, force, coercion, threats, or other forms of misconduct to interrupt any school activity - curricular or extra-curricular.
 - B. Damage of School Property: A student shall not damage or attempt to damage any property that belongs to the school.
 - C. Damage to Private Property: A student shall not cause damage to private property on school premises or during a school activity, function, or event off school grounds.
 - D. Assault: Fighting or any other type of behavior which could lead to physical injury is prohibited.
 - E. Dangerous Weapons and Instruments: A student shall not handle, possess, or conceal any object primarily designed to bring injury to another person or property.
 - F. Tobacco, Narcotics, Alcoholic Beverages & Drugs: A student shall not possess, use, transmit, or conceal or be under the influence of any of these items while under the responsibility of school officials.
 - G. Repeated Violations: A student shall not repeatedly fail to comply with the directions of teachers or other authorized school personnel during any time when the student is under the authority of school personnel.
8. For less serious misconduct, students may receive other forms of punishment, such as:
 - A. Detention.
 - B. Clean-up, repair, or pay for damaged property.
 - C. Corporal punishment.
 - D. Revocation of privileges to special activities.
 - E. Restriction placed on free time activities.
 - F. Extra assignments.

LIBRARY

1. A library card will be assigned to each student and kept in the library. Each student will be permitted to visit the library a maximum of twenty-two (22) times each nine-week period unless this privilege is revoked because of the following conditions:
 - A. for disregarding library rules;
 - B. for failure to pay library fines;
 - C. on recommendation of an administrator.
2. Students must sign in, using the appropriate slip in the library.
3. Students going to the library in classroom groups will not be charged with a visit, and it will not be reflected on their library passes.
4. Textbook study is not permitted in the library unless approved by a librarian.
5. If a student enters the library without reporting in properly, he will be subject to disciplinary action.
6. Only one (1) magazine per period will be issued to each student.
7. Students will be fined 2¢ for each day the book is overdue; the total amount on each book or magazine shall not exceed 30¢ or 15 school days. At the end of that time, the student must meet one of the three qualifications:
 - A. return the book plus the 30¢ fine;
 - B. pay for the book;
 - C. lose borrowing privileges except for special classroom assignments.

CAFETERIA SERVICE AND REGULATIONS

All students must eat their lunch in the school cafeteria between 12:20 - 12:56. Three lines are used to serve the students. Line A leads to a prescribed menu costing 55¢ for each meal. Line B leads to an a'la carte with each item of food costing separately. Line C is used for those students who wish to purchase only milk, ice cream, pastries, etc.

The following rules have been established in order to make the cafeteria a pleasant place for everyone to eat and enjoy his meal.

Before or During the Meal

1. Running to or in the cafeteria will not be permitted.
2. Students will form lines in single file while waiting to be served, entering only through the door by the library for Line A and through the door by the gym lobby for Line B.
3. Students may carry on quiet conversations while waiting to be served and while eating.
4. Students are expected to be courteous to teachers, cafeteria workers, and fellow workers.
5. Cutting in line is strictly forbidden without permission from an adult authorized to permit it.

Cafeteria Service and Regulations - Cont'd.

6. Students are not to purchase food for others.
7. Students are not to remove chairs from one table to another without specific permission from the adult in charge.
8. Students shall remove paper and food particles from the table and return trays to the tray room when they have finished their meal. All paper items shall be placed in the proper disposals.
9. Students are not to loiter in the cafeteria when it interferes with other students who are eating.
10. Books are not to be placed on the tables while students are waiting in line or while eating.

After the Meal

1. During warm and pleasant weather, students may go outside unless they choose to use the library facilities.
2. During weather which requires outer garments for protection, students may visit their lockers to get them. Congregating in the halls during this period of time will not be allowed.
3. Students shall conduct themselves appropriately at all lunch period activities.
4. Students should refrain from loud and boisterous behavior which disrupts high school classes that are in session.
5. Students with specific assignments or meetings may report to the designated room.

LOST AND FOUND

A lost and found station is located in the Sixth Street office. Students who find objects should take them to the office. Students who have lost items should check at the lost and found station as soon as the loss is discovered. A special station will be located in the dressing rooms in the gym for items found there. Students should check immediately if equipment is missing and report any items that can't be located to the office. (In case the item is missing in the locker rooms, report it to your gym teacher.)

WARNING: Students discovered stealing will be dealt with severely.

DRESS CODE FOR DOVER MIDDLE SCHOOL

1978-1979

BOYS:

- Hair should be combed in a manner so that it does not cover the eyes, and must be clean and well-groomed. Beards and mustaches are not permitted.
- Shirts must contain sleeves; undershirts and tanktops are not permitted to be worn as outside shirts.

GIRLS:

- Skirts, dresses, and culottes are permitted at any length, provided they are decent and in good taste. Sheer clothing must have proper undergarments. Slacks and jeans are permitted if they are neat and are not extremely tight-fitting.

BOTH BOYS AND GIRLS:

- Shorts are not permitted.
- Bare backs and bare midriffs are not permitted.
- Shirts are to be tucked in unless specifically designed to be worn outside the trousers.
- Footwear is required at all times. Cleats are prohibited.
- Lettering, designs, or patches which are obscene or in poor taste are prohibited - this includes "ads" for alcoholic beverages, tobacco, or drugs.
- Students must be clean and well-groomed.
- Unusual or extreme cases will be left to the discretion of the principal.

(Adopted by the Dover Board of Education July 25, 1977).

SPORTSMANSHIP AT ATHLETIC CONTESTS

Athletic contests play an important role in our school, and students are urged to participate either as contestants or spectators. In either situation, students should display good sportsmanship at all games or contests. Student spectators should not challenge the decision of the referee, nor should they ever show discourtesy to opposing teams by booing, cat-calls, or other derogative sounds or motions. Cheering and encouragement reflects good school spirit and brings credit to both the individual and the school. Students should remain in the stands or bleachers while the game is in progress.

SOCIAL FUNCTIONS

The 7th and 8th grades will be allowed two social functions a year. The activities are under the direction of the Class Advisory Committee and must be approved by the principal. Class parties shall be organized in such a manner as to assure everyone the opportunity to enjoy himself.

Class parties must begin no later than seven-thirty, and they must end by ten o'clock.

Students misbehaving or improperly dressed may be requested to leave.

Parents are cordially invited to attend as guests or to serve as chaperones.

Outside guests are not allowed unless approved by the principal or the Class Advisory Committee.

CARE OF SCHOOL PROPERTY

A student's attitude toward school is often reflected in his care of school property. Here are a few areas in which proper care by the student is extremely important:

1. Textbooks. They are loaned to students with the understanding that they will receive proper care. Textbooks lost or destroyed must be paid for by the student responsible. Fines are assessed for books which are damaged. Textbooks are not to be used to carry extra papers or other material. A notebook should be used for this purpose.
2. Lockers. Lockers are issued to each student to be used to protect their personal property and their books. They should be kept in an orderly fashion and they should be locked when not in use. Combinations should be kept a personal secret. Lockers remain the property of the school and may be inspected for proper care or searched if there is reason to believe they hold stolen or illegal items. Students will be responsible for removing all signs and stickers at the end of the school year.

Care of School Property - Cont'd.

3. Desks and Walls. Students are cautioned not to write on desks, bulletin boards, or walls. Disciplinary action will be meted out to those found guilty of this misconduct

FIRE DRILLS

Fire drills will be held throughout the school year. These drills have very serious implications, and students are urged to conduct themselves in a serious manner befitting the occasion. A sign is posted near the door in each room, indicating which exit should be used. When the electric gong sounds, indicating a fire drill, students shall immediately cease their work and move quickly into the proper escape procedure. Running, shoving, and loud talking will not be tolerated. Students will receive detailed instructions from their homeroom teachers.

STUDENT COUNCIL

The Student Council of Dover Sixth Street School will meet on a regular basis. It is composed of 2 student representatives from each homeroom. The representatives make a report of the meetings within a period of two days to their homerooms. All students are urged to express their feelings about school activities and to make suggestions for ways of improving our school through their Student Council representatives.

HOMEWORK

Students are generally assigned work to supplement their daily assignments. This may be done in the classroom, the library, or at home. Students will be held responsible for these assignments. Twenty to twenty-five minutes of homework for each subject in grades seven and eight is considered a normal load. You will have an opportunity to start your homework in the classroom.

Suggestions that should improve your homework:

1. Set aside a definite time for study at the same hour each day.
2. Study in a quiet place.
3. No television, no radio, and no telephone calls during homework time.
4. Be sure the lighting is good.
5. Be sure to have paper, pencil, dictionary, etc., available before starting.
6. Be certain that the assignments are understood; write them down in a special assignment notebook.
7. If you have no homework, do some related reading.
8. When you have studied hard for a half-hour on a subject, and have not completed the assignment, leave that subject and go on to another assignment.

WHO OWNS THIS SCHOOL

Surprisingly YOU do! Your parents and all taxpayers are legally required to pay taxes that build and maintain the Public School system. Everyone pays taxes in one form or another. Therefore, any damage done to this building equipment, buses, or books must be paid for with your own family's money! It is not enough that you should refrain from doing anything to increase this cost to your parents, neighbors and yourself, but you must help protect the schools by discouraging or reporting such activity by any others.

Most trouble starts as fun!

REGULATIONS FOR LEAVING SCHOOL GROUNDS

In case a student becomes ill during the course of the day, he should report to the principal or assistant principal to secure permission to go home.

If a student knows in advance that he will need to leave early, he should bring a note from his parents requesting permission to be excused and stating the reason for the request.

CLOSED NOON HOUR

Students are to eat in the cafeteria in one of the three lunch lines or with their sack lunch. No student is to leave the school grounds unless he is picked up by his parents. The service station adjacent to the school property is off limits. Students will be permitted, providing there is supervision, in the following areas when they are not eating: the gym, gym lobby, or the parking lot of the school.

VISITORS

Visitors are welcomed to Dover Middle School on all days except those preceding the recess periods at Thanksgiving Day, Christmas, Easter, final exams and the summer vacation. Permission slips may be secured in the principal's office.

BICYCLE REGULATIONS

Bicycle racks have been provided for the convenience of students who wish to ride their bicycles to school. All bicycles are to be placed in these racks and should be locked. Bicycles are not to be ridden during the lunch period.

TELEPHONE PRIVILEGES

The phone is to be used only in emergency cases such as sickness, or if a parent wants a student to return a call. Students should not use the office phone to call home to check on dates or to call for items to be brought to the school. A pay phone is located on the first floor for the convenience of students.

SEVENTH GRADE CURRICULUM

<u>SUBJECTS</u>	<u>PERIODS PER WEEK</u>
READING	5
ENGLISH	5
A. Grammar	
B. Spelling	
C. Composition	
MATHEMATICS.....	5
SCIENCE (Life).....	5
SOCIAL STUDIES.....	5
A. Regional Geography (1 Sem.)	
B. Ohio History (1 Sem.)	
ART	2
MUSIC	2
PHYSICAL EDUCATION	2
HEALTH	2
HOME ECONOMICS.....	2
INDUSTRIAL ARTS	2

ELECTIVES FOR SEVENTH GRADE

BAND	3
ORCHESTRA	3
CHORUS	2

EIGHTH GRADE CURRICULUM

<u>SUBJECTS</u>	<u>PERIODS PER WEEK</u>
READING	5
ENGLISH	5
A. Grammar	
B. Literature	
C. Spelling	
SOCIAL STUDIES	5
A. American History	
MATHEMATICS (Arithmetic or Algebra)	5
SCIENCE (Earth).....	5
INDUSTRIAL ARTS	2
HOME ECONOMICS	2
PHYSICAL EDUCATION	2
MUSIC	2
ART	2
HEALTH	2

ELECTIVES FOR EIGHTH GRADE

BAND	3
ORCHESTRA	3
CHORUS	2

PUPIL'S DAILY PROGRAM CARD

H.R. NO.

SECTION

GRADE

NAME

HOMEROOM TEACHER

PER. TIME	MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY	
	Class	Room	Class	Room	Class	Room	Class	Room	Class	Room
H.R.										
1										
2										
3										
4										
LUNCH										
5										
6										
7										