

# **Greenfield Intermediate School**

## *Frequently Asked Questions About Greenfield Intermediate School*

### **Question:**

Why does Greenfield-Central place fourth, fifth and sixth grade students in intermediate schools?

### **Answer:**

Students in these grades have unique needs. They are in transition in many ways. Our students experience the rigorous transition from learning to read, write and calculate to mastery of these skills so they may be used to learn more advanced material found in the learning standards in grades four and beyond. Students in the 9-12 year old age range become increasingly self-aware resulting in significant changes in learning styles, social behaviors, and adult-child interactions. Intermediate schools are uniquely designed to accommodate these needs and help students transition through the rapid changes that occur during these years as they prepare for success in junior and senior high school.

### **Question:**

How and when will I know my child's schedule?

### **Answer:**

You will receive a paper copy of your child's schedule upon registration. This schedule will include your child's locker number, combination, student ID number and computer password. With this information you and your child will be able to find classrooms, meet teachers, place supplies in his/her locker, etc. **Note**, on occasion last-minute adjustments have to be made to class numbers, which necessitate some schedule changes. Every student will receive a final copy of his/her schedule on the first day of school. This copy will be printed on colored paper to distinguish it from former copies. If any changes have been made to your child's schedule, they will be reflected on this copy and students will be directed to go by the final, colored copy.

### **Question:**

How many teachers will my child have?

### **Answer:**

4<sup>th</sup> and 5<sup>th</sup> grade students will have two core teachers next year who will teach math, science, reading, language arts and social studies. 6<sup>th</sup> grade students have 3 core teachers, English/Language Arts, Math, and Science. Students will also have different teachers for Related Arts classes.

**Question:**

What are Related Arts?

**Answer:**

Related Arts classes are often known as Specials in elementary school. These classes at GIS include Art, PE, Computer Science, Library and Music.

**Question:**

What are Blue Days and Gold Days?

**Answer:**

Blue and Gold are the names we give days to distinguish when our students have Related Arts (RA) classes and when they don't. At GIS, our students have RA classes on Gold Days, but not on Blue Days. A copy of the Blue/Gold calendar is available on the website and at the school office.

**Question:**

Where can I get a copy of the school supplies list?

**Answer:**

Teachers have made a copy of the school supplies list available on the GIS web site. Copies of our supply list are also shared with local merchants including Wal\*Mart, Office Depot, CVS, and Walgreens.

**Question:**

What are the school hours?

**Answer:**

The doors open at 7:30 a.m. for breakfast. Students are allowed in the hallways at 7:40 a.m. and the bell rings for class to begin at 7:50 a.m. School dismisses out at 2:10 p.m.

**Question:**

Who gets breakfast?

**Answer:**

Any GIS student is welcomed to enjoy breakfast in our cafeteria beginning at 7:30 a.m. Those who qualify for free lunch through the USDA school lunch program also receive no cost breakfast. Students who ride a bus and wish to have breakfast may go directly to the cafeteria upon the arrival of their bus.

**Question:**

Where do I drop-off my child in the morning and pick him/her up after school?

**Answer:**

Parent drop-off and pick-up are at the North Entrance (Door 11) of GIS by the gymnasium. This is the **ONLY** safe location for student drop off. Students should not be dropped off

from privately owned vehicles on Park Avenue. This practice is extremely dangerous and may result in injury to your child. Traffic on Park Avenue is not controlled and drivers often cannot see students leaving a car and crossing Park Avenue to enter school property. PLEASE avoid this practice.

**Question:**

When can I drop my child off at school?

**Answer:**

For parents' convenience, the north doors open at 7:15. Students entering these doors after 7:15 will be supervised until they are released to go to classrooms at 7:40.

**Question:**

I have a child at Harris and a child at GIS. Do I need to drop them off separately?

**Answer:**

No. It is suggested that you drop both children off at Harris. The GIS student can walk through the Harris building to the waiting area outside of the GIS administrative offices near Door 6.

**Question:**

Where do I park if I need to enter the building?

**Answer:**

Visitor parking is on the south side of the building in front of Harris Elementary. Visitors should enter GIS through the main south doors (Door 6).

**Question:**

My child walks to school. Where should he enter the building?

**Answer:**

All students who walk to school should enter the building through the main south entrance (Door 6). Please note, there are crossing guards manning the crosswalks at the intersection of State Street and Boyd and at Park Avenue in front of Harris Elementary. Students are encouraged to use these crosswalks. The crosswalk crossing Park Avenue in front of Greenfield Intermediate School is monitored by school personnel who have no authority to stop traffic on the city street. Those crosswalks manned with crossing guards represent the highest degree of safety for your child. In addition, please note that students who walk home exit the building through Door 6. These students are not released until all school buses have departed the GIS premises. Students who live North of GIS must walk around school property using the sidewalks. For Safety reasons, students are not allowed to cut through unsupervised areas of school property as a short cut.

**Question:**

How do I best communicate with my child's teacher?

**Answer:**

Those with regular access to email will find this as the easiest means of communicating with teachers. Phone contact is effective, but often requires one to leave messages as teachers are not available for phone calls during the bulk of the instructional day. You may expect a reply to any form of communication within 24 hours on school days. Failure to receive a reply within 24 hours on school days may indicate that your message did not reach the intended recipient. Please call our administrative office for assistance.

**Question:**

How does the school communicate school related information to parents?

**Answer:**

Budget restricts prevent the use of paper as our primary means of communication. Therefore, electronic communication serves as our primary means of distributing school related information. Teachers will provide parents with email and text messaging means of regular communication. The school's website, <http://gis.gcsc.k12.in.us>, is also a good source of information. Updated information is posted onto the community window found at our main south entrance (Door 6). Families without regular access to internet and email may request paper copies of crucial documents such as report cards and test results. See our office to complete a request for paper documents.

**Question:**

How do I ensure I am on the school's email distribution list?

**Answer:**

Be sure to provide accurate email information when you register your child for school. Check all information in PowerSchool to ensure accuracy during the registration process, whether onsite or online. Provide updated email information to the school should your email change during the school year.

**Question:**

Can I receive paper copies of school documents?

**Answer:**

Families without regular access to internet and email may request paper copies of crucial documents such as report cards and test results. See our office to complete a request for paper documents. Parents are always welcome to stop by the school to gain access to your child's achievement record.

**Question:**

I want to talk with a member of the school's staff. May I just stop by the school?

**Answer:**

While drop-in visits and inquiries are welcomed, they often result in frustration when the staff member to whom you wish to speak is unavailable. Administrators and teachers must direct their time to serving students during the school day. This is particularly true of

mornings and afternoons when school is preparing to start or dismiss. Those wishing to speak with a member of the school's staff are requested to schedule an appointment so time may be dedicated to you and your need without the likelihood of interruption.

**Question:**

Do Harris Elementary and Greenfield Intermediate School have anything in common?

**Answer:**

Besides adjoining buildings, Harris and GIS also share school start and end times. Our students ride the same buses. When necessary teachers share building facilities too.

**Question:**

What bus does my student ride? Where is the bus stop? When does the bus come by my house?

**Answer:**

All questions regarding transportation of students may be addressed to our transportation department, which can be reached at 317-326-3125.

**Question:**

May I visit my child's class?

**Answer:**

Any change in the classroom, including visitors, can create a distraction for students. Parents are welcome to visit a classroom with 24-hour notice that will allow teachers to plan to accommodate the presence of a visitor.

**Question:**

I walked my child to class each morning in the elementary school. May I do that at GIS?

**Answer:**

A large part of the intermediate school experience is helping students learn to be more self-reliant and better advocate for themselves. Parents are welcome to accompany students to the school doors. However, school security and student developmental considerations lead us to discourage parents from daily accompanying students to their classrooms.

**Question:**

May I visit for lunch? May I bring food from outside sources?

**Answer:**

Parents are welcome to visit their children for lunch. We ask that all food brought in from outside sources be consumed at the tables in the schools south entry foyer. Please note that seating in this area is limited.

**Question:**

My child is accustomed to receiving standards based report of achievement. Will my child receive grades at GIS?

**Answer:**

All GIS students' achievement is reported on a report card as a grade or numeral. Academic achievement is reported using the traditional marks of A, B, C, D and F. Students' classroom effort is reported to parents using a five point scale where 5 represents excellent academic effort and 1 represents nearly no academic effort on the part of students. Not unlike standards based reports, our grades are derived from teachers' evaluations of students' work during class and performance on assessments designed to determine content material mastery.

**Question:**

How do I report absences?

**Answer:**

Reporting of absences is essential. Absences that are not reported are recorded as unverified absences. Students accumulating unverified absences are reported to the Hancock County Prosecutor for investigation under provisions of the Hancock County School Attendance Protocol. Absences may be reported by calling the school at 317-462-6827 and leaving a voice mail on ext. 361221 stating the student's name, grade, and reason for absence.

**Question:.** What should I do if my child needs to arrive late or leave early?

**Answer:**

All late arrivals must be signed in by parents in the administrative office. Parents who know in advance of the need to leave school early should notify the school office at least one hour prior to the anticipated departure. School staff will have your child in the office ready to leave. NOTE—it may take up to 15 minutes to have a student ready to leave the building without prior notice. Please allow extra time if you have not notified us of early departure.

**Question:**

Can I get a message to my student during the school day?

**Answer:**

Messages are delivered to students at the end of the instructional day. Messages **MUST** be called into the school office no later than 1:00. Delivery of messages left after 1:00 **CANNOT** be guaranteed.

**Question:**

My child needs to take medication at school. What should I do?

**Answer:**

Please refer to our health services Webpage for detailed information on medications policy. It is located at [http://www.gcsc.k12.in.us/?page\\_id=590](http://www.gcsc.k12.in.us/?page_id=590).

**Question:**

It is my child's birthday. May he celebrate with his classmates?

**Answer:**

Instructional time may not be used for such celebration. Certainly, you may celebrate with a reasonable number of your child's friends by bringing lunch.

**Question:**

May my child decorate her locker?

**Answer:**

The interior of lockers may be arranged and decorated in a manner that suits the child. Adhesive products may not be used on locker surfaces. Magnets work well on lockers. The outside of lockers may not be used for individual decoration. Teachers often place recognitions on the front face of students' lockers. At no time should paint, permanent adhesives, or similar products be used on lockers. Food or drink in unsealed containers may not be stored in lockers.

**Question:**

What will it be like for my child on the first day of school?

**Answer:**

All students, regardless of grade level, will go directly to the gym on the first day of school. Teachers and staff will be abundantly present at the doors and in the hallways helping students find their way to the gym. Following opening remarks, fourth grade students will move as a group the cafeteria where they will meet their homeroom teacher. Teachers will spend time helping familiarize students with GIS. Students will then go with their homeroom teachers to their first rotation class. Teachers will assist student in moving through the building for the first several days of school. Teachers will also assist with lockers (all teachers have keys to the lockers) and lunch time procedures. Students experiencing higher levels of anxiety or difficulty will be assisted by the guidance counselor or members of the administrative staff.

**Question:**

Do you have a question that was not answered?

**Answer:**

Contact the school office at 317-462 6827. Email Mr. Bever (principal) at [jbever@gcsc.k12.in.us](mailto:jbever@gcsc.k12.in.us) , or Mrs. Hunt (guidance counselor) at [kshunt@gcsc.k12.in.us](mailto:kshunt@gcsc.k12.in.us).