



**2017-2018
Parent
Orientation**

**Helping Your Student and
You Adapt Successfully to
Munster High School**

Guidance Department Staff

219-836-3209

Fax: 219-836-3218

- **Counselors:**

A - D

Peter Fatouros (ext. 3210)

E - K

Peter Gregory (ext. 3409)

L - Rid

Sharon Vail (ext. 3434)

Rig - Z

Jessica Sanchez (ext. 3212)

- **Registrar/Secretary:** Kay Hansen (ext. 3208)
- **Secretary:** Tracy Metcalf (ext. 3207)
- **Assistant Principal:** Robert Snyder (ext.3324)

How student's can contact their counselor:

- Go to the Guidance Office before or after school, or during lunch.
- Fill out a request form to see their counselor. The counselor will send for the student.
- Email communication can also be used.



Schedule Change Policy

- **The following schedule changes are not permitted:**
 - Teacher preference
 - Class period preference
 - Lunch preference
- Schedule changes may require a parent's signature on a permission slip (required/core classes)

Daily Schedule

- **MWF** starts at 7:35 a.m.
- **T Th** starts at 8:00 a.m.
- **Contact Time** every Tuesday, 7:25 - 8:00 with teachers/counselors
- 3 lunch periods
- MRT-17-20 minutes every day
- Each day ends at 2:55 p.m.

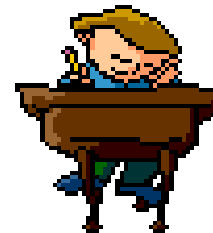
How Do Students and Parents Find Out What's Happening at MHS?



- ❑ Daily Announcements on Munster HS website
- ❑ Guidance Updates
- ❑ Bulletin Boards
- ❑ *Mustang Memos*
- ❑ "ALL CALLS"

To have a good school year...

- Encourage your student to write down all assignments, test dates, and project deadlines (Moodle Page). Many students use the 'post it note' function of their computer desktop to help stay organized.
- If you have questions or concerns, the first person to contact is your child's teacher



Don't be afraid to ask!

To have a good school year...

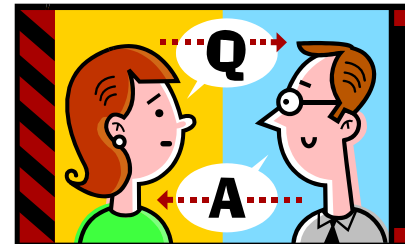
Encourage your student to hand in all assignments.

Some credit is better than no credit!

When your student returns to school after an absence,

it is their responsibility

to ask teachers about missed assignments, tests, or quizzes.



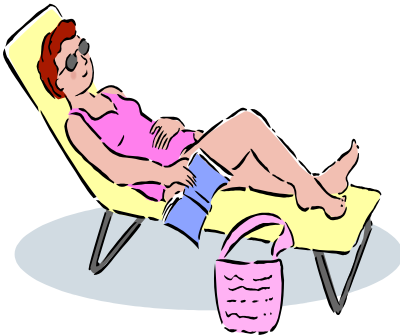
Parents need to contact the Attendance Office at ext. 3322, for student absences to be excused.

Grading Policy

- Each teacher will discuss his/her grading policy.
- In general, grades are based on a **combination** of tests, quizzes, reports, projects, homework, and class participation.
- Excessive absences may affect grade and credit
- Progress Reports available every 9 weeks.
- Grades determine athletic eligibility.



Summer Reading



- All students are required to read **two** books from an assigned list and take a test on each book.

One book test on Monday, Aug. 28th.

Second book test on Wednesday, Aug. 31st.

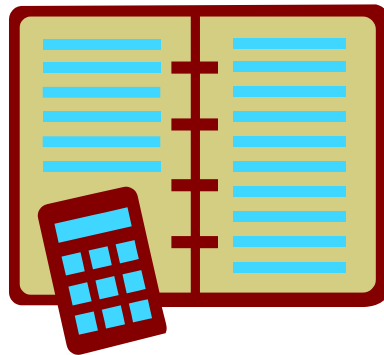
- The scores will count as percentage of the first 9 weeks English grade.

Questions on Your Child's Progress?

- Grades will be posted in a timely manner on the **PowerSchool** website.
- Contact teachers directly by **e-mail** or **phone** (*Faculty Directory* on MHS website or direct email link through PowerSchool).

Valuable Student Tips

- Encourage your student to read and know the school rules and regulations (online).
- Remind your student to charge his/her computer battery and bring his/her computer daily.



In Need of Academic Help?

Where To Find It...

- Students should arrange to meet with their teachers before or after school.
- Students should connect with their teachers on **Tuesdays** during **Contact Time**.
- Students should study with capable classmates.
- Students can request a tutor from National Honor Society.
- Parents may refer to a 'Paid Tutor List' available on School Town of Munster website.



Concerns within the classroom?

- Encourage your child to communicate directly with his/her teacher (1:1, email).
- If your child is apprehensive, then the parent should contact the teacher with the concern.
- A problem cannot be solved if the teacher does not know about it.
- Help us foster good communication skills and responsibility with the students!

The mental health and physical well-being of our students is of the utmost importance.

A comment such as, **“I’m going to kill myself”, “I want to die”** will be taken very seriously (including comments through email, social media, etc.)

- *The student will be escorted to his/her counselor’s office.*
- *The situation will be assessed and further action may be taken at that time*
- *The student may be released to his/her parent/guardian and a professional evaluation will be required before a student is allowed to return to school.*

Counseling Services

- MHS School Counselors can provide Crisis and Brief counseling services to students.
- Counselors can offer a referral list of mental health services in the community.
- Confidentiality between counselor and student will apply, unless the concern of hurting oneself, someone else or any type of potential abuse issue is present.



Counseling Services...

- If your child is experiencing ongoing mental health concerns (anxiety, depression), please seek outside, professional help.
- Family doctor, Psychologist, Psychiatrist, etc.

MHS Open House



- **Thursday,
August 17, 2017
7:00 p.m.**
- **Follow your child's
schedule and meet
his/her teachers.**

Good Night and Thanks for Attending!

