

Portland High School Newsletter

Start of School Details - August 2021

Welcome to the start of the school year! In this newsletter, you'll specifically find information mostly pertaining to the start of the school year. If you have any additional questions beyond those listed here, please reach out to us at the school. If you call the main office, the team will be able to connect you with the people you need to talk to for an answer to your question or concern.

Thank you for your partnership and support!

Jamie DeWitt

Principal

Portland High School

In this newsletter, you'll find:

- Important Dates
- Beginning of School Info
 - Pick up and Drop off times
 - Backpacks and lockers
 - 9th Grade first day
 - eLearn student info
 - Career Center (Heartlands) student info
 - Lunch Schedule
- Chromebook Requests
- Registration Packets
- Skyward
- Attendance
- Schedule Change Requests



Important Dates

- August 24 - Half day 9th grade
- August 25 - Half day all students
- September 3 - No school (Labor day Break)
- September 6 - No school (Labor day Break)
- September 7 - School resumes
- September 7 - 17 - NWEA Fall Testing Window (Math, Science and ELA)
- September 8 - Picture Day
- September 17 - Constitution Day
- September 24 - No Students, Teacher training day
- October 8 - Half day all students
- October 13 - Optional PSAT / SAT date
- October 29 - No Students and
- End of 1st Marking Period (Quarter 1)

Pick up and Drop off times

Here are the [daily schedules](#) for PHS.

August 24 and 25 are half days which will start at 7:30 and end at 10:30

A traditional full day will start at 7:30 and end at 2:20.

Backpacks and Lockers

Students will return to using their lockers between classes. This will mean that they will not be taking their bags to classes. If students need help with their lockers or difficulty with their combinations, they can see the main office for help.

9th Grade First Day

All incoming 9th graders will begin one day before the 10-12th grade students. The 9th graders will go directly to their cadre class (homeroom) and they will practice finding their classes, opening their lockers, going through the lunch line, and more. Students will be able to meet all their teachers and we will make sure they are ready for their first day of classes!

eLearn Classes

Any student taking an online class, called “elearn,” will remain on campus during the assigned period. Students will report daily to the Media Center during their assigned period and will be required sign-in with Mrs. Castro, Media Center Specialist, at the beginning of the period.

Students should treat this as a classroom through appropriate behavior, attendance and execution of work. Students enrolled in an elearn class are expected to adhere to all school and Media Center policies and procedures. It is critical that students progress efficiently and timely through the course. If any student struggles with any of the requirements above we may find placement for that student in a standard classroom.

Career Center Information (Heartlands)

The Ionia County Career Center (formerly known as Heartlands Institute of Technology) has returned to a standard schedule. All students in this program will have classes at both locations daily as we are no longer utilizing a block schedule.

Transportation is provided to and from the high school, but students can choose to drive as well.

Half Days

On PHS half days, Career Center students attend classes at PHS and can be in the media center for their extra hours of the day. PM students are able to attend the Career Center if they have their own transportation.

AM Transportation:

- Depart High School at 7:25 am
- Arrive to High School at approximately 10:35 am
- 4th Hour starts at 11:00am. If you arrive back before then, please go to the Media Center until the end of 3rd period.

PM Transportation:

- Depart High School at 11:15am
- Arrive to High School at approximately 2:30pm
- Please note that if you are utilizing school transportation for PM Heartlands classes you will need alternate transportation from the high school to your home. School buses will have departed from the high school before your return time.

Lunch Schedules

Students' lunch schedules are based off of their 4th hour class. Here are the lunch hours by teacher: [Lunch Schedules](#)

A lunch is before 4th hour and B lunch is after 4th hour.

A Lunch: Lunch 10:55 - 11:25

 Class 11:25 - 12:20

B Lunch: Class 11:00 - 11:55

 Lunch 11:55 - 12:25

Chromebook Request

Please [fill out this short form](#) if your student would like to check out a chromebook the first week of school. The purpose of this form is to help us be prepared for the number of students who need devices.

This form helps us be prepared for Chromebook handouts for students who are in need of a device for their school use all semester. This is for our information only and helps us be prepared. In order to check out a device, students will need to have a Chromebook agreement on file and will need to check one out from the media center. Students are responsible for their Chromebook all semester, which includes damages. Students who check out devices will be asked to return the exact same device back in at the end of the year.

Students who are in occasional need can check out devices at any point during the year without a long-term checkout. This may be helpful for some students who do have a personal device that they can use at school and at home.

Registration Packet

Every year, there are information packets that are required for your student. This packet was mailed home to every student and was available at open house. We have more packets available if one did not come home to you.

Please return this packet to the drop box outside of the main office, to the main office during school hours, or return with your student during the first week of school.

Skyward

All families and students should have access to Skyward, either through the app or the website. This is essential as it is the way you view student progress, attendance, class updates, and more. We have also enabled an automatic email to be generated from Skyward every Sunday that will include grades for each class. Teachers are responsible for updating grades on a weekly basis. Families are encouraged to keep an eye on student progress within Skyward.

Please call the main office if you have questions with your account!

Absences

If your student is going to be absent for any reason this year, please give us a call to excuse their absence or you can email Mrs. Cochrane at bcochrane@portlandk12.org. All absences should be excused within 24 hours.

Schedule Change Request

If your student has a schedule change request, [please fill out this form](#) and the request will be sent to their school counselor. Ms. Patterson (grades 10 and 12.) and Ms. Edlund (grades 10 and 12) will communicate with you and/or your student as they try to accommodate your request. Not all requests can be implemented, but we try our best!