



OWL HOOTS

Burris Laboratory School
Ball State University
Muncie, IN 47306
Telephone 765-285-1131
Fax 765-285-8620

VOLUME 12-13, No. 1

AUGUST 2012

Welcome Back to School!

The first day of school, Wednesday, August 15, is a full day of school. All students are to report directly to their classroom.



Wednesday, August 15
First Day of School!

WE'RE ON THE WEB!
WWW.BSU.EDU/BURRIS
EMAIL BURRIS AT
BURRISCHOOL@BSU.EDU

School Registration

Registration for the 2012-13 school year will take place on Wednesday, August 8, 7:30 a.m. until 6:00 p.m., and on Thursday, August 9, 7:30 a.m. until 4:00 p.m. A parent or guardian must accompany the student to registration.

What happens at registration?

- Handbooks/planners are distributed (parent and student signature required)
- Middle and high school students receive schedules and locker assignments
- Funds may be deposited for lunches/breakfasts/Burris Bucks
- Applications for free/reduced meals and textbook assistance will be accepted
- Verification of student information will be requested
- Health and physical forms may be turned in (if required)

If you are unable to come one of these two days, please **CALL AND LET US KNOW** that your children will be attending Burris. Registration will then need to be completed on the first day of school.

SCHOOL REGISTRATION

WEDNESDAY AUGUST
8—7:30 A.M. UNTIL
6:00 P.M.

THURSDAY, AUGUST
9— 7:30 A.M. UNTIL
4:00 P.M.

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Elementary: Teacher assignments are included in this mailing.

Middle School and High School: Locker assignments and schedules will be given out at registration on August 8th and August 9th.

Included in this mailing: Elementary Teacher Assignments, PTSO Membership Form, 2011-12 Calendar, Free/Reduced Lunch Application, Lunch Menus, Burris Fee Policy, Information concerning Meningococcal Disease and Whooping Cough, May Term Service Learning in Peru Marsh Fresh Idea Flyer, Donation Letter for Kazakhstan, Letter from Dining Services, Sign-up Form for Electronic Messaging

Burris Vision

Burris Laboratory School will be recognized as an outstanding laboratory school in the United States for exemplary practices in the areas of:

- Student achievement in core content areas
- Student engagement in the fine and practical arts
- Student character development and healthy lifestyle practices
- Teacher training
- Educational research
- Partnerships with Ball State University and with other local, national, and international schools and universities

Email Burris Address

New this year! We have an email address that you may use to ask questions or request information. This email account will be monitored daily during school hours.

burrisschool@bsu.edu

Parent Teacher Meetings

Grade K and 1: Monday, August 13, 6:00 p.m.

Grade 2: Monday, August 13, 6:00 p.m.

Grades 3: August 21, 6:30 p.m.

Grades 4-5: Tuesday, August 14, 6:00 p.m.

PARENT/TEACHER
MEETINGS
ARE FOR
PARENTS/GUARDIANS
ONLY

Students Charging Breakfast or Lunch

Students charging meals in the Burris cafeteria should NOT occur. **Please** make sure that your child has funds on their meal account to cover meals, cash to pay for the meal, or a bagged lunch from home. Again this year, parents may put funds on their child's account using a CREDIT CARD. More information will be available during registration. **NEW THIS YEAR: Parents will be called when a meal is charged.**

Your cooperation will be appreciated and will allow our meal programs to run much more smoothly for everyone!

Substitute Teachers

Substitute teachers provide a valuable service to our students and school. They are "day-to-day" employees who can decide which days they want to work and in which schools they want to accept assignments. Since substitute teachers follow the school calendar, there is no expectation of employment during school holidays, breaks, or during the summer months.

Substituting teaching often meets the needs of individuals changing careers or retirees looking for flexible and rewarding work. Many teachers begin their careers as substitute teachers, providing them an opportunity to get to know school staff and school culture prior to accepting full-time teaching positions. Substitute teaching is also a great way to make employment contacts for positions which may become available in the future. Substitute teaching is a wonderful way to get involved in your child's school. Questions: Contact Susan Adair, 285-8065.

General qualifications for being a substitute teacher at Burris:

1. Two years of education beyond high school
2. Experience working with children
3. Current teaching license or willing to obtain a substitute teaching license
4. Ability to pass extended criminal background check

The link to apply for an Indiana substitute teaching license is: <https://license.doe.in.gov/>

Asbestos Management Plan and Pesticide Notification Registry

An Asbestos Management Plan for Burris Laboratory School (including the athletic facilities used in Ball Gym) is required by the Environmental Protection Agency under existing federal law. This plan is on file with the appropriate agencies. Federal Law requires that parents be notified that the plan is also on file in the office of the Principal and may be viewed by anyone who is interested.

Indiana Code (357 IAC 1-16.8) requires that parents, guardians, and staff be invited to be added to a pesticide notification registry on an annual basis. If you are interested in being added to our notification registry, please contact Mrs. Susan Adair at 285-8065, or stop in the main office.

Cell Phone Policy

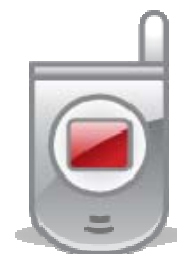
Cell phones disrupt the learning environment and distract students from the learning process. Please support the efforts of the school to ensure a positive and productive learning environment by reinforcing the cell phone policy with your student(s).

Elementary and Middle School—CELL PHONES ARE NOT PERMITTED **AT ANYTIME** DURING THE SCHOOL DAY. PHONES SHOULD NOT BE SEEN OR HEARD.

- 1st / 2nd offense held in office till the end of the day
- All subsequent offenses will result in the phone being held until parents retrieve the phone from the office.

High School—CELL PHONES ARE NOT PERMITTED IN **CLASSROOMS** AT ANYTIME DURING THE SCHOOL DAY. PHONES SHOULD NOT BE SEEN OR HEARD.

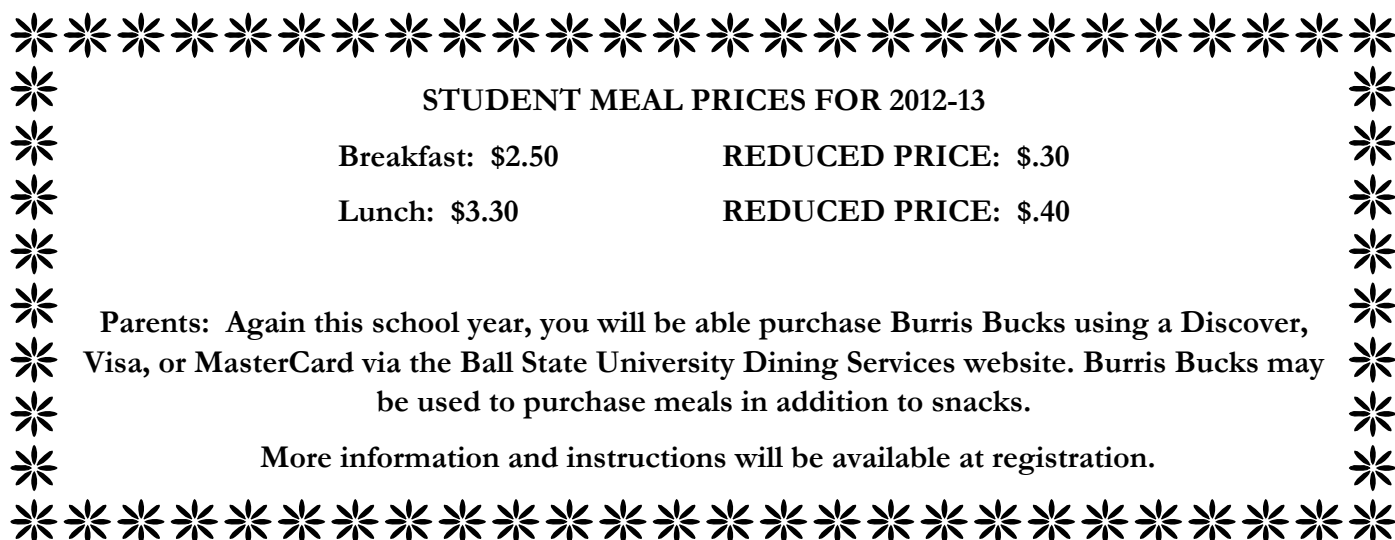
- 1st / 2nd offense held in office till the end of the day
- All subsequent offenses will result in the phone being held until parents retrieve the phone from the office.



Free/Reduced Lunches and Textbook Assistance

Applications for Free/Reduced Lunches and Textbook Assistance are included in this mailing. It is your responsibility to file these forms if eligible for this assistance. If students received free or reduced meals last year, we can temporarily allow students to continue until September 15. Letters were mailed in July concerning this and what action a parent/guardian must take. **PLEASE NOTE:** If a parent/guardian received a letter from us informing them that their student(s) have been pre-certified using a required procedure for schools through the Indiana Department of Education, they do NOT need to complete an application. Parents/guardians: If you received a letter from Burriss in July, please read it carefully.

If you did not qualify last year and think you may qualify now, please apply right away so that your application can be considered and your child can begin receiving benefits, if approved.



STUDENT MEAL PRICES FOR 2012-13

Breakfast: \$2.50 REDUCED PRICE: \$.30

Lunch: \$3.30 REDUCED PRICE: \$.40

Parents: Again this school year, you will be able purchase Burriss Bucks using a Discover, Visa, or MasterCard via the Ball State University Dining Services website. Burriss Bucks may be used to purchase meals in addition to snacks.

More information and instructions will be available at registration.

2012-2013 School and Course Fees—Important Information

Again this year, Burriss Laboratory School will be using the services of the Ball State University’s Bursar’s Office to bill and collect fee payments. Fee payments will not be collected in the main office. Statements will come from the Bursar’s Office and payments must be made to the Bursar’s Office. The parents of elementary and middle school students will receive one bill in September that will be due on October 1. The parents of high school students will receive one bill for the first semester that will be due on October 1. Another bill will be mailed in February for the second semester that will be due on March 1. The first statement for the year will include the annual school fees that includes the student planner, communication, technology, and locker fees. May Term fees will be billed by Burriss in April. The full policy is included in the mailing.

PARENTS OF STUDENTS ON FREE/REDUCED LUNCH—PLEASE NOTE: You will not billed for course fees if you request and qualify for textbook assistance. If you do not request textbook assistance on the application, you will be expected to pay ALL COURSE fees. However, other school fees such as the student planner, communication, locker, and technology fees are NOT eligible for textbook assistance. Also, band and strings instrument rental are not eligible for textbook assistance. Parents may purchase their own instrument if they do not wish to pay the instrument rental fees. You will be billed for and are expected to pay ALL fees that are not course fees.

ALL PARENTS: IF YOU ARE UNABLE to make the full fee payments by the due dates of October 1 and March 1, you may come to the Burriss office and complete a form to request to make partial payments on specific dates. Once a fee payment schedule has been accepted by Burriss, please note that a missed payment will result in the Bursar’s Office being given approval to begin collection procedures. Collection procedures may include legal action and use of a collection agency.



PowerSchool, our student information system, allows our middle and high school parents to request daily, weekly, or monthly emails giving grades and attendance reports or to view this information using a web browser anytime. Students may also view their information. Our teachers will need a couple of weeks to set up their classes on the system. Parents and students will receive usernames and passwords at registration on August 8th and 9th. If you remember your username and password from last year, they should still work. Access will be enabled when school begins.



Speech and Hearing

In the State of Indiana hearing screenings are required for students in grades 1, 4, 7, and 10 as well as for students new to Burriss and students suspected of having a hearing problem. At Burriss, kindergarten students also complete hearing screenings. Additionally, students in grades 1 and 2 will complete speech screenings. You will be notified only if your child does NOT pass the speech or hearing screening.

PTSO News

Burriss PTSO would like to invite your family to join this valuable and important organization. The Burriss Parent, Teacher & Student Organization (PTSO) is charged with the responsibility for providing support to our Burriss community. In the past we have given teacher grants for classroom activities, raised funds for the library and maintained our wonderful playground. The 2012-2013 PTSO Officers have planned an exciting and educational year for Burriss families. Please support our school by joining and attending PTSO meetings and special events. It's a wonderful way to be involved in your child's education. Our first event, The Back to School Picnic is scheduled for Thursday, August 23rd. We hope to see you there!

2012-2013 PTSO Officers

Carey Fisher, President

Jen Lembo & Dawn Fluhler, Vice-Presidents

Mary Hammons & Stefanie Onieal, Secretaries

Kelly Kring, Treasurer

Physicals—School and Athletic

- All students **NEW** to Burriss must submit a current (2012) physician's physical to the school nurse.
- Students entering **FOURTH** or **NINTH** grades must also submit a current (2012) school physical to the nurse. These physical exams should be submitted on a Burriss or Muncie City School health card. The Burriss form is available in the main office.
- Middle school and high school students who wish to participate in athletics must **ALSO** submit an IHSAA physical form to Ray Dawson, Burriss Athletic Director.



Athletic Website

The Burriss Athletic Department has a website. You may see schedules, rosters, results and directions to all schools. Please check it out at <http://www.ihigh.com/school24071/>.

4th and 5th Grade News

Welcome to Fall Semester in 4th & 5th Grades!

Burris Little Hoosiers: As part of our social studies curriculum, all Burris 4th & 5th grade students are asked to become members of Indiana Little Hoosiers. This organization is the junior branch of the Indiana Historical Society.

Meetings are held monthly, within the school day, and provide students with the experiences of planning programs and conducting meetings as they promote learning about Indiana. Fifth grade students have the opportunity to run for any one of the six elected offices. So parents, encourage your son or daughter to share these details with you!

Once Burris students have conducted their initial meeting to prepare for the 2012 -2013 LH elections, your son/daughter will be asked to bring in \$6.00 membership dues. Dues also help to bring interpretive history programs directly to Burris.

Physical Education Swim Program: The P.E. curriculum for Burris 4th and 5th grade students includes swimming instruction. Classes are planned for Fridays this school year, but will not begin until the BSU semester has started. We will notify you of the start date once our school year begins.

We do have a supply of swimsuits for student use. Most students prefer to bring a suit from home and we do encourage this. The individual fit is simply better. Girls are to wear one-piece suits or a two-piece that covers the tummy.

If your child elects to use goggles when swimming, they should be brought from home each week, with the swimsuit.

Art News—Mrs. Morton

Welcome back – I hope everyone enjoyed a restful, fun adventure-filled summer!

Kindergarten and first grade students will spend some time at the beginning of the year completing activities that will assess their skill levels using different art techniques.

Kindergarten students will focus on basic skills in art, getting used to the routine of school and then start to learn about the elements of art – shape, form, space, texture, line, color and value. The students will learn the basics of each element and apply it to different types of projects.

The first grade students will need to spend some time reviewing the classroom procedures and elements that they previously learned and used. After they review the elements, the projects will get a little more complex – using several elements at a time in the projects they complete.

The second through fifth-grade students will begin their art travels this year with the Native Americans. The other cultures we will study include the United States, the Caribbean, Mexico, Central and South America, Oceania and Asia.

A new addition for the second through fifth grade students this year will be a rubric tailored to each unit discussion and project that the students will complete throughout the unit of study. I will retain the rubrics in student files after they are completed.

In this newsletter you will also find a list of items for each grade level that I would like to have students bring in to augment the elementary art supplies. Thank you in advance for your contributions!

At the end of each semester, the students will fill out a self-evaluation based on their classroom behaviors and conduct, to which I will add notes as necessary. To reduce the cost of materials, I will not keep copies of their evaluations, so if you have any questions, please include the paper (original, scan, copy) in your correspondence.

If you have any questions, comments or compliments, please don't hesitate to contact me J

I'm looking forward to another great year!

Stacy Morton

slmorton@bsu.edu

Music News—Dr. Lamb

This year is going to be a great one for music at Burriss. We have several concerts planned, and you won't want to miss any of them! Concert dates are listed below. Because I don't know the sports schedule for 2012-2013 yet, these dates are still very tentative. If they change, I will be sure to let you know in advance.

Elementary Concerts

Dec. 4, 2012	K-2 nd Grade Winter Concert
Dec. 11, 2012	3 rd -5 th Grade Winter Concert
May 14, 2013	K-2 nd Grade Spring Concert
May 21, 2013	3 rd -5 th Grade Spring Concert

MS Concerts

Dec. 18, 2012	MS Choir Winter Concert
May 23, 2013	MS Choir Spring Concert

HS Concerts

Dec. 10, 2012	HS Choir Winter Concert
May 6, 2013	HS Choir Spring Concert

The Burriss Music Department will soon have a website of its own. It is still under construction, and it will be updated on a regular basis. Come and check us out at: www.MusicatBurrissLaboratorySchool.weebly.com.

We hope to see you at our concerts!

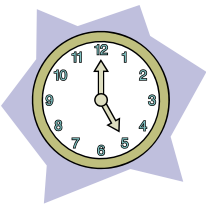


Cash Handling

- Checks are the preferred method of receiving payments at Burriss. Checks may be made payable to Burriss Laboratory School or Ball State University. Payments to the athletic department may be made payable to Burriss Athletics. Checks should never be made payable to a teacher or a staff member. These can not be cashed or deposited with Ball State University. **If checks have been returned by your bank, we will no longer be able to accept any checks—you will need to pay with cash.**
- Cash may be used in the cafeteria to make purchases.
- Checks must bear the issue date and mailed or brought in promptly. Do not post-date or pre-date checks. When depositing checks with the Bursar's office at Ball State University, we are questioned and can be reported in violation of the Cash Handling Policy if checks older than 7 to 10 days are presented. Please make sure that your child understands that payments brought to school should be given to the appropriate person immediately and not carried around in their backpack or kept in their locker.
- The office staff does not accept cash from parents to be delivered to students. Parents should make sure that the students have cash needed during the day before coming to school.
- Parents and students making payments in the office must wait for a receipt. The office staff is required to write a receipt for any amount received in cash, check, or money order.
- Classroom teachers issue receipts in the classroom to students for cash or checks that are more than \$25.00.
- The Burriss office does not make change unless a payment is being made. The office does not make change for students wanting to use the vending machines.



School Arrival Times and Expectation



Please take special notice of school hours. School begins at 8:00 a.m. for all students and ends at 3:00 p.m. for all students. Prior to 7:45 a.m., students should be with a parent/guardian or eating breakfast in the cafeteria, which starts serving breakfast at 7:30 a.m. Students should be aware that before 7:45 a.m. is considered teacher prep time and students should not be in the classroom unless permission is obtained from the classroom teacher. Starting at 7:45 a.m., students should be arriving, taking care of belongings, preparing materials needed to start class and greeting classmates. From 7:55 a.m. to 8:00 a.m., students have a very limited amount of time to get settled before class begins. After 8:00 a.m., students are considered tardy which causes disruption of class time and instruction. Please be courteous to everyone and be on time. All students must be picked up promptly after school unless the student is participating in a school sponsored event. Students must not be on the Burriss Backyard before or after school unless adult supervision is available.

If your child is ill, has a doctor's appointment, or there is another emergency, parents must call before 8:30 a.m. Remember, we have a voice mailbox that will take absence reports anytime the office is closed. Call 285-1131. Any student that is out of school for three or more consecutive days due to their health condition must have a doctor's statement in order to return to school.

For Pre-Arranged Absences: Parents should complete a Pre-Arranged Absence Form that is available in the office or online at the Burriss website and submit it at least one week in advance. Please remember, family vacations and other absences not associated with school, should be planned around the Burriss calendar.

Please take the time to read the handbook that you receive at registration and discuss the handbook with your children.

Electronic Messages



We are again using PowerSchool to send emails, voice mail, and text messages to parents. If you do not have any updates to your email addresses or phone numbers, you do not have to resubmit the form. However, if you have changes or want to signed up, please complete the form included in this mailing. These mail addresses and phone numbers will be used to send alerts such as school cancellations or to convey important information.

Homework Requests

As stated in the handbook, homework requests will be honored on the third consecutive day of absence. Calls must be received before 9:00 a.m. if homework is wanted the same day. Homework for a one or two day absence should be obtained by the student from a friend in class or from the teacher when the student returns to school.

Emergency Information

Please keep the main office informed of new phone numbers and address changes during the year. Be sure to keep your emergency contacts updated. When naming emergency contacts, please keep in mind that these contacts may be called to take your child from school during the day should the child become ill and you can not be reached. No person will be permitted to pick up your child for any reason if they are not listed as a contact in the main office.

Student Messages and Student Deliveries

Emergencies occur and may necessitate that a message or an item be taken to your child. The office staff will deliver only emergency messages from the parent or guardian and will inquire about the emergency when taking a message. Messages such as a change in their transportation arrangements or a family emergency will be delivered. Please call as early as possible, but no later than one hour before the school day ends, so there will be ample time to deliver the message. Instruction time is lost when classes are disrupted to deliver messages. Your cooperation will be appreciated.

Visitors

All visitors of the school, including parents and guardians, must check in with the main office, room 132, when coming to the school building between the hours of 8:15 a.m. until 2:45 p.m..

Those interested in observing a particular classroom, must schedule a time through the office.

Those students wishing to bring a visitor with them during the school day must seek approval from Burris administration one week prior to the guest's visit. Teachers may refuse student visitors if they believe the visit will be a disruption to the learning environment.

Background Checks

All parents or other adults volunteering at Burris Laboratory School must have a Limited Criminal History check. A form is available to make this request in the Burris office or for download on the Burris website at <http://cms.bsu.edu/Web/Burris/Publication.aspx>.

Registered Sex Offender School Access Policy

Purpose of Policy

Burris Laboratory School ("Burris") declares that the sole purpose of the Burris Laboratory School Registered Sex Offender School Access Policy ("Policy") is for the compelling purpose of protection and safety of Burris pupils and visitors. Further, Burris declares that punishment of any Registered Sex Offender ("RSO"), as defined under the Indiana Sex Offender Registration Act [IC 11-8-8-4.5 and IC 11-8-8-5], was in no manner part of the consideration by Burris in adopting this Policy.

School Off Limits

Burris declares that no RSO may come on Burris property except as otherwise provided in this Policy and as permissible by State and Federal Law. If an administrator becomes aware that a RSO is on Burris property, or attending a Burris function without prior approval, the administrator/designee shall direct the RSO to leave the area immediately, except under limited circumstances as directed below. The administrator may request the assistance of the appropriate law enforcement authorities to secure the removal of any RSO from the Burris property or function. Violations of this Policy may subject a person to prosecution of the crime of criminal trespass.

- The Policy shall apply only when the principal/designees are aware that the person in question is on a Sex Offender Registry, either under the laws of the state of Indiana or another state.
- The provisions of this Policy prohibiting a RSO from coming on Burris property shall not apply in the event that a sex offender's name has been expunged from the Sex Offender Registry.

Limited Circumstances

Limited circumstances may occur when a RSO has either a right or a legitimate need to come upon Burris property. In such a case, prior to entering Burris property, the RSO must contact a member of the Burris Administration to establish a written School Access/Child Protection Plan ("SACPP"). The SACPP will be established by discussion with a school administrator(s). The SACPP will address access to school, school properties, and school functions during regular school hours, after school, evenings, and weekends. The SACPP and approval will be in writing with signatures of the involved parties. Only after there is an approved written SACPP may the RSO enter school property and only within the restrictions of the SACPP.

This policy and the school access request form are available in the Burris main office or on our website at <http://cms.bsu.edu/Web/Burris/Publication.aspx>.

Schedule of Events—August

- August 8—Registration 7:30 a.m. until 6:00 p.m.
- August 9—Registration 7:30 a.m. until 4:00 p.m.
- August 15—First Day of School
- August 17—No School, BSU Faculty Meetings
- August 23—Back to School Picnic

Schedule of Events—September

- September 5—No School—Labor Day

All calendar events and sporting events can be found on the official

Burris calendar: www.dynacal.com/burris

Donations for Kazakhstan

Once again I will be collecting art materials during the school year to send to an orphanage in Kazakhstan next summer. This year we sent two copier boxes full of new materials to the kids!

The orphanage has children who range from babies up to 18 years. They like to have access to the same types of art materials all kids do. Some of the things I'll collect for them during this school year are:

- Markers
- Colored pencils
- Crayons - both the big crayons for little hands and the little crayons for bigger hands!
- Regular #2 pencils - still good for drawing!
- Erasers
- Scissors - again, smaller and bigger
- Art Paintbrushes
- Watercolor pan sets
- Packages of color construction paper
- Pads of heavier white drawing paper

Donations can be brought to the art room 124A, or sent with your student(s) to class in a bag marked for Kazakhstan.

Please e-mail me if you have any questions, I'd be happy to answer them. Thank you in advance for your continuing generosity!

Stacy Morton
 K-8 Art Instructor
slmorton@bsu.edu

Drop Off Areas/Parking

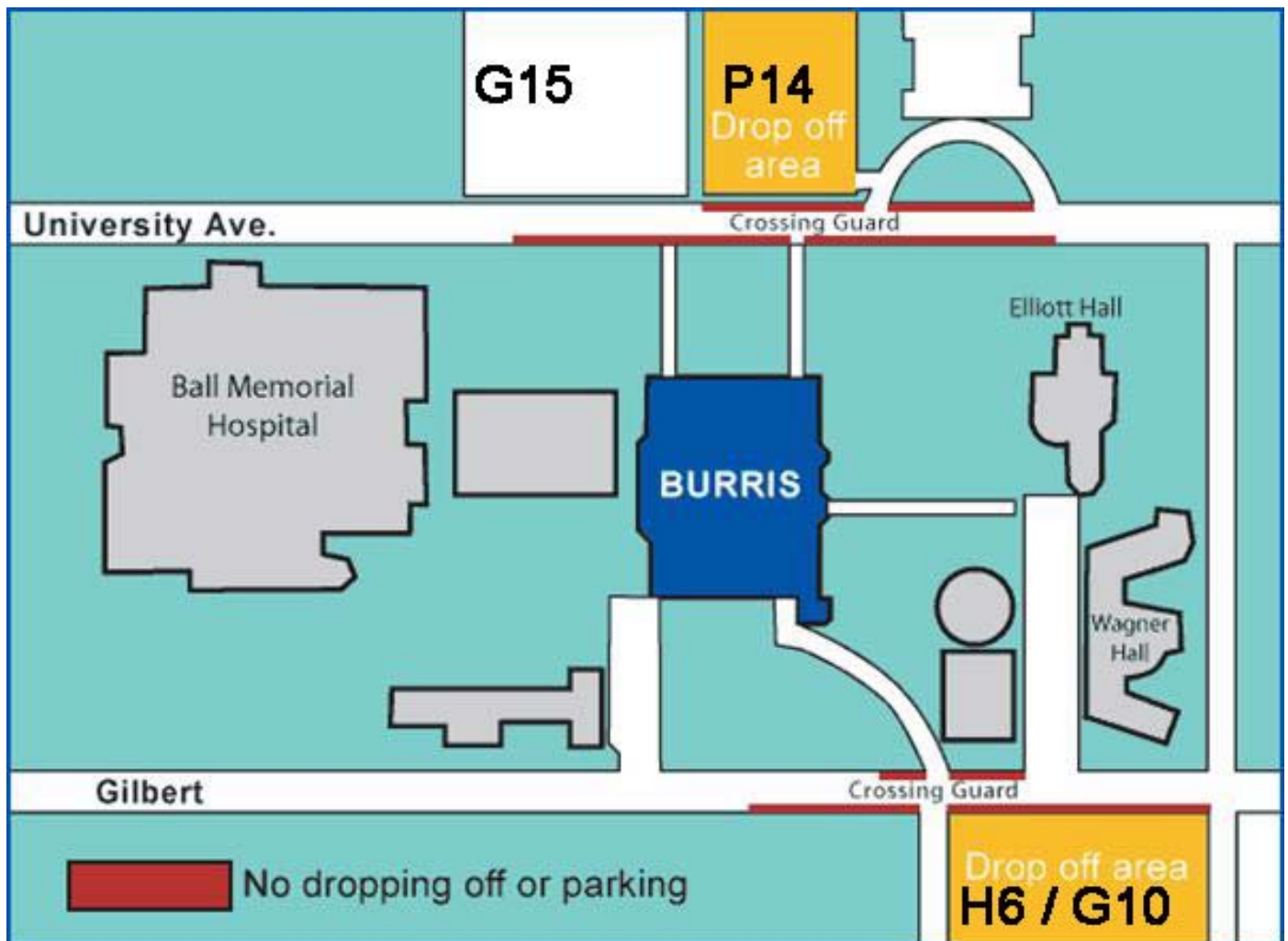
Parking during arrival and dismissal

Between the hours of 7:30 a.m. to 8:30 a.m. and 2:30 p.m. to 3:30 p.m. in lots G-15, P14, H-6 and G-10, enforcement personnel will not ticket vehicles out of zone or at the meters. Vehicles may park in drives as long as the vehicles are not left unattended.

The BSU Police Department has asked that we issue a reminder to parents. It is illegal to stop your car on the south side of University Ave to drop off your child. This behavior creates a significant risk and safety concern for both students and drivers alike. Please use the designated drop off areas or parking lots listed above and be sure your child crosses with a crossing guard at all times.

A designated drop off area has been added to the Lucina parking lot. A directional arrow will direct traffic movement in a counterclockwise manner. The student drop off area will be just north of the crossing guard so students may walk directly to Mr. Jackson for assistance crossing University.

Please welcome back both Mr. Jackson and Mr. Kinnett as our crossing guards. We are very lucky to have them both again this year.



From the Guidance Office

New staff in the Burris Counseling Center

When school begins, there will be many new faces in the Counseling Center. We are excited to welcome two new counseling interns, Xiaochun Zhu and Kevin Young. We will also have a new counselor, as Mrs. Flannery has resigned, and new assistants to help students at the front desk of the Counseling Center. More information about the new staff members will be included in the next issue of Owl Hoots.

New students to Burris will be invited to participate in activities to help them acclimate to their new school during the first few weeks of school. A scavenger hunt activity will be held for elementary and middle school students, and a lunch-and-chat will be held for high school students. More information will be sent out to new students as these dates are set. Please feel free to contact Mrs. Maugherman with any questions or concerns. Welcome to Burris!

New High School students should meet with Mrs. Maugherman before school begins to create a high school class schedule.

Beginning Wednesday, August 1, 2012, Mrs. Maugherman will begin meeting with new high school students. Please call 285-2341 or email jmaugher@bsu.edu on or after August 1st to schedule an appointment for August 1st or after. Please bring a copy of your transcript and any End Of Course Assessment scores to the appointment to aid in scheduling and assessing progress toward graduation goals. Class schedules cannot be created for new sophomores, juniors, or seniors without transcripts from the previous school(s).

High School Schedule Adjustments—All high school students should have complete schedules for the fall semester, except those enrolled in a class or classes through the Indi-

ana Academy. Students with incomplete schedules or those requesting changes should meet with a counselor prior to the beginning of school. The Counseling Center, Room 112, will be open to all students beginning Wednesday, August 1, 2012, at 8:00 a.m. Please call 285-2341 or email jmaugher@bsu.edu on or after August 1st to schedule an appointment.

Priority appointments will be given to new Burris students and those waiting on the Indiana Academy schedule or Ball State classes.

Indiana Academy classes

Students taking Indiana Academy classes this fall should remember that Academy classes begin earlier than Burris classes do and your attendance is expected. Indiana Academy classes will begin on **Monday, August 13, 2012**. Even though Burris will not yet have begun classes, you are expected to attend your Academy classes. You may also have the opportunity to pick up your Academy textbooks prior to the start of your classes. Check with Mrs. Maugherman in early August to finalize your schedule and to confirm the location of your classes.

If you have requested an Academy class or classes for your fall schedule, you should contact the Counseling Center by **Thursday, August 9th AT THE LATEST** to ensure that you are enrolled in the correct classes by the time the Academy classes begin.

College Information Night is Tuesday, September 18, 2012, at 6:30 p.m. in the Burris Auditorium. Mrs. Maugherman will present information on selecting colleges, admissions criteria, application procedures and timelines, financial aid and more. High School students and their parents are encouraged to attend. **SENIORS-- Don't miss this very informative meeting!**

College Admissions Exams

NEW for students entering college in Fall 2013: This fall, Indiana University Bloomington will be considering only official test scores sent directly from the testing agencies for admission and merit scholarship consideration. If you think you might apply for admission to Indiana University, you are encouraged to request that your scores be sent to IU Bloomington when you register for the SAT and/or ACT.

I.U.'s SAT code is 1324 and ACT code is 1210.

*** Purdue University also requires that ACT or SAT scores be sent directly from the testing agencies; this has been their policy for several years. Most other colleges will accept SAT or ACT scores from student transcripts. See Mrs. Maugherman with questions.

SAT and ACT—High school students are responsible for registering for either the SAT, ACT, or both, in preparation for applying to college. It is recommended that students take one or both of these tests at least once during the spring semester of **junior** year, then once more in the fall of **senior** year, if desired. Students should not be waiting until the fall of senior year to take the SAT or ACT for the first time. Students are reminded via News In A Flash to register for these tests, but students may use the information below to register now, even for the test dates next spring.

Any support from parents to make sure their juniors get registered is appreciated!

The CEEB code for Burris Laboratory School is 152470. This is the number by which Burris is recognized by such organizations as universities, testing agencies, and the NCAA organization.

From the Guidance Office (continued)

Students must use this code to have their SAT or ACT scores sent directly to Burris. Once test scores are received by Burris, they will be added to the student's transcript. Also, at the time of registration, students may have scores sent to up to four colleges or universities at NO COST. It is possible to request that scores be sent later, but it will cost approximately \$11.00 per report. I advise students who know—or have at least an idea—to which colleges they would like to send their SAT or ACT scores, they should make that request when they register.

Information on SAT administration dates, locations, and fees is available at www.collegeboard.com or in the Counseling Center.

Students may register on line at www.collegeboard.com or pick up registration materials in the Counseling Center when school begins. Students may register to receive daily practice questions, hints, and resources via email through the above website. The test fee is \$50.00, plus extra fees for optional services or late registration.

Information on ACT administration dates, locations, and fees is available at www.act.org or in the Counseling Center.

Students may register on line at www.act.org or pick up registration materials in the Counseling Center when school begins. Information

specifically for students, including practice test questions and a description what to bring with you to the test, can be found at www.actstudent.org/index.html. The test fee is \$35.00, or \$50.50, including the optional writing portion. There are extra fees for other optional services and late registration.

For both SAT and ACT, seniors should plan on testing during fall dates and juniors should plan on testing during spring dates. Please talk to Mrs. Maugherman if you have questions.

Fee Waivers

Fee waivers for test registration are available for students who qualify. If you are a Twenty-first Century Scholar, or participate in the free or reduced lunch program, you may be eligible. See Mrs. Maugherman if you think you may qualify for a fee waiver. Juniors and seniors who qualify may use up to two fee waivers for ACT administrations and up to four for SAT administrations---TWO FOR GENERAL SAT AND TWO FOR SUBJECT TESTS.

Additionally, if a student has used an SAT fee waiver, he or she is also eligible to use up to four fee waivers that cover college application fees, called Waiver of College Application Fee forms. Please talk to a counselor for more information. We'd love for eligible students to take advantage of these opportunities!

For more information on SAT fee waivers, please go to www.collegeboard.com/student/testing/sat/calenefees/feewaivers.html.

For more information on ACT fee waivers, please go to www.actstudent.org/faq/answers/feewaiver.html.

PSAT (practice test for SAT) Administration for all juniors and sophomores is scheduled to be on Wednesday, October 17, 2012, from 8:00 to 12:00 p.m. The testing location will be shared at a later date. This practice test is mandatory for ALL juniors and sophomores. These students are automatically signed up and the school will cover the test fee. More information on test location will be provided at a later date.

PLAN (ACT practice test) Administration for all sophomores will likely be in November 2012. The date has not yet been set for the PLAN this year. More information will be provided at a later date.

Enjoy the rest of your summer!

Julie Maugherman

Welcome Back to School!

HEADPHONES REQUIRED FOR ALL ELEMENTARY STUDENTS—This year, all students in grades K-5 will need to have their own headphones. Once purchased, these headphones will move on with the student each year. Headphones should be those that are placed over the head—not the ear bud type. Burris is recommending Califone 3068AV Stereo/Mono Headphones and will have these for sale after school starts. The cost will be \$10.00. Parents may purchase their own headphones if they do not wish to purchase those available from Burris after school starts. Please do not purchase ear buds (those that fit inside the

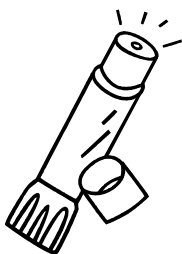
Kindergarten

- 1 package 12 or more Crayola Twistable Crayons (these self-sharpen—please do not get colored pencils)
- 1 package of Crayola Markers
- 1 box of tissues
- 1 pair of Fiskar's children's scissors (not with pointed tip)
- 10 glue sticks
- 20 **sharpened** #2 pencils
- 1 pink eraser
- 10 eraser caps (for tops of pencils)
- 1 backpack —**without** rollers
- 1 container of hand sanitizer with pump
- 1 stylus to use with our iPads
- Headphone (over the ear set) (see note above)
- Girls: 1 box sandwich size Ziploc bags and 8 dry erase markers (any color)
- Boys: 1 box gallon size Ziploc bags and 8 dry erase markers (any color)

Please put names n backpacks only. Bring all supplies to our parent meeting on August 13 at 6:00 p.m.

1st Grade Supply List—Mrs. Holder

- 3 boxes of CRAYOLA crayons, 24 count only
- 4 glue sticks
- 10 cap erasers for pencils
- 2 pink erasers
- 20 sharpened #2 pencils
- 1 small pencil sharpener
- 1 pair scissors
- 1 box tissues
- 2 plastic folders (one red, one blue)
- 1 sock
- 4 dry erase markers
- 1 container hand sanitizer with pump
- 1 backpack without rollers
- Girls: 1 box sandwich size Ziplock bags
- Boys: 1 box gallon size Ziplock bags



Please put names on backpacks only. Bring all supplies to our parent meeting before school.

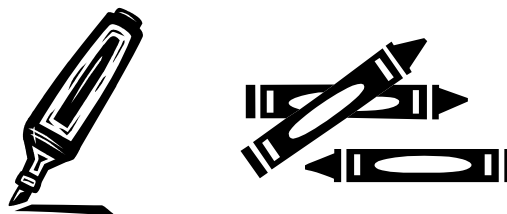
Elementary Art Class Supply List

- | | |
|---------------------|--|
| Kindergarten | baby wipes (refills are fine, I have extra empty boxes) |
| 1st Grade | baby wipes (refills are fine, I have extra empty boxes) |
| 2nd Grade | box of tissues |
| 3rd Grade | package of <u>paper</u> bowls, Dixie paper bowls will work fine (NO plastic, please!) |
| 4th Grade | box of (at least)12 regular writing pencils |
| 5th Grade | 6 glue sticks – <u>small or medium</u> , please, the extra-large jumbo ones dry out too fast |

All of these items are to share with other classes. Your child's name does not need to be written on the materials.

If you want to make an extra donation to the art room, I use gift cards for JoAnn's quite often. I save the cards to refill if you want to pick one up from me. I usually find a need to augment some of our projects with "fancy schmancy" materials J

e-mail me with any questions @ slmorton@bsu.edu



1st Grade Supply List—Mrs. Onieal

- 1/2" hardback 3 ring binder, any color, must be plain
- 1 package 12 Crayola Twistable colored crayons (these self sharpen) Please get crayons and not colored pencils.
- 1 box of tissues
- 1 pair of Fiskar's children's scissors
- 4 glue sticks
- 20 sharpened # 2 pencils
- 1 pink eraser
- 10 to 15 eraser tops (for tops of pencils)
- 2 folders (1 red/1 blue preferably plastic)
- 1 sock—(we use this for an eraser for our dry erase boards)
- 1 backpack—without rollers
- 1 container of hand sanitizer with pump

Girls: bring 1 box sandwich size Ziploc bags and 4 thin point dry erase markers of any color

Boys: bring 1 box gallon size Ziploc bags and 4 thin point dry erase markers of any color

Please put names on backpacks and folders only. Please bring all supplies to our parent meeting before school.

Second Grade Supply List (Both Teachers)

Please label all supplies

- School box to fit inside desk (Mrs. Gluff's class only)
- 2 packages Crayola washable markers 8-12 count
- 2 packages Crayola crayons
- Package of 48 pencils #2 pencils (sharpened, if possible)
- 24 count cap erasers
- 2 large pink erasers
- 8 glue sticks
- 1 pair fiskar scissors
- 12 inch ruler (marked with inches and centimeters)
- 2 boxes of Kleenex
- 1 large container of disinfectant wipes
- 2 plastic folder with 3 holes punched (plain, solid color)
- 3 pocket folders (no brads) specifically BLUE, RED, GREEN
- 2 wide ruled, spiral bound notebooks
- Soft sole shoes for gym (sneakers)
- Backpack—(no rollers)

Third Grade Supply List (Ms. Beal)

- School box to fit inside desk
- 2 packages Crayola washable markers 8-12 count
- 1 box of 24 or 48 Crayola crayons
- 1 box of Crayola colored pencils
- Package of 48 pencils #2 pencils (sharpened, if possible)
**No mechanical pencils, please.
- 1 large pink eraser
- 2 packages of loose-leaf, wide-rule notebook paper (minimum 200 sheets each)
- glue sticks
- 1 pair pointed scissors
- 12-inch ruler (marked with inches and centimeters)
- 6 pocket folders (no brads) specifically 2 BLUE, 2 RED, 2 YELLOW
- 1 GREEN *plastic* ("poly") pocket folder (no brads) to use as take-home folder
- 1 pocket folder of your choice to use as privacy folder
- 2 wide ruled, spiral bound notebooks specifically RED and BLUE
- 4 black Expo dry-erase markers (wide tip)
- 2 yellow highlighters
- 2 red ballpoint pens
- 1 package 3x3" Post-it Notes (4 pads per package)
- 1 package 1 1/2 x 2" Post-it Notes (at least 6 pads per pack)
- 1 Clipboard
- 1 family-size box of Kleenex
- Soft sole shoes for gym (sneakers)
- Backpack—(no rollers)

Third Grade Supply List (Mrs. Segedy)

- Burris Planner (received at registration)
- 3 - two pocket folders
- Two dozen #2 pencils, sharpened, no mechanical
- Small manual pencil sharpener
- erasers
- 6 glue sticks
- Twistable crayons in zip lock bag
- Markers
- School box for supplies (medium size)
- Scissors – Friskar type rounded tip
- Ruler (cm and inches)
- 1 spiral bound notebook
- 2 boxes of tissues
- Bottle of hand sanitizer
- Computer headphones in a ziplock bag
- Clean gym shoes—may be worn to school daily
- Backpack – no rolling backpacks, please

Please send the above items to school with your child on the **first** day of school. This will help us get organized and off to a good start. **Please mark items with the child's name or initials.**
Thank you for your support.



4th and 5th Grade Supply List (All Teachers)

- Spiral Notebooks—Wide Ruled (5)
- Pocket Folders with 3 prongs to hold paper (8) (Please select basic solid colors and do not label any notebooks or folders. Classroom teachers will help student set up notebooks. Folders will be labeled for various subjects and projects throughout the year.)
- 2 packages of loose-leaf paper—WIDE RULED
- #2 pencils (no mechanical pencils, please)
- colored pencils
- glue stick
- eraser
- 2 boxes of tissues
- PLEASE: NO Pencil Sharpeners

Each student must have his/her own set of headphones! Headphones will be available for purchase @\$10 after school starts (We suggest Califone 3086AV Headphones Stereo/Mono, if you prefer to purchase on your own). Remember that some children who are returning to the same classroom may have stored headphones at school over the summer.

General Supplies For Use In All Middle School Classes

A pencil case to be carried to each class that includes:

Red Pencils
Colored Pencils
Pencils
Eraser
Pen
Highlighter
Fiskars Scissors
Glue Stick

One ream of printer paper
Loose Leaf Notebook Paper (8 ½ x11 for all class binders)
4 GB USB Drive
2 boxes tissues for 9 a.m. and 1 p.m. class

6th grade specific materialsMath

Three ring binder w/five dividers (share with Science)
Protractor
Ruler
Scientific calculator
Graph paper
Pack of 10 pencils

Language Arts and Social Studies

2” three ring zip-around binder with five dividers (one to be used for both classes)

Science

2” three ring zip-around binder with five dividers (share with math)

7th grade specific materialsMath

Three ring folder
Protractor
Ruler
Scientific calculator
Graph paper
Pack of 10 pencils

Social Studies

To be announced

Language Arts

To be announced

Science

2” three ring binder with 5 tab dividers
Various colors of Post-It notes
3”x 5” cards, (200 assorted colors)
Box of colored pencils or a package of multicolored construction paper to be left in classroom.

Spanish

2” three ringer binder
3” x 5” cards (500 white)

8th grade specific materialsMath

Scientific Calendar

Social Studies

To be announced

Language Arts

To be announced

Science

2” three ring binder with dividers
Various colors of Post-It notes
3”x5” cards, (200 assorted colors)
Box of colored markers to be left in the classroom or a package of multi-colored construction paper

Spanish

2” three ring binder
3”x5” cards (500 white)

8th Grade Art—Mrs. Morton

Eighth grade art students will need some specialized materials for one of their projects. They will each need a pair of rubber gloves – these can either be disposable latex ones like the doctor uses (they’ll need several pairs, you can find boxes of these at Walgreen’s, etc.) or a pair of dish washing gloves that can be reused for the duration of the project. Each student will also need one yard of white Kona cotton fabric that is prepared for dyeing (it says so on the label), 45” wide. This fabric is \$7.99 per yard at JoAnn Fabrics. You can look for sales and coupons to offset the cost of this – the best way is to sign up for their fliers online at joann.com and click on “join our mailing list” in the customer service link. Please let me know by e-mail if you have any problems finding it, I have alerted them that my students will be coming in to make these purchases. **The students will need both of these materials prior to the second week of class.**

Stacy Morton

slmorton@bsu.edu

HIGH SCHOOL MATH—MS. SHEPHERD**Algebra 1 Supply List**

pencils
binder
loose leaf notebook paper
graph paper
scientific calculator
9 ½- inch by 7½-inch composition books (4 for the whole school year.)

ATTENTION AP Statistics and AP Calculus students:

You must have a graphing calculator, preferably either a TI-83 or TI-84 model.