

Helpful Fridge Sheet



Quick Contact Reference

| What's happening? | Who do I contact? | How do I contact? |
|--|---|--|
| My child has an absence I need to excuse. | Lupe Alvarez, Office Manager | Send an email to: lavarez@gatewaymiddle.org or Call (415) 922-1001. |
| I need information on tutoring or extra support for my child. | The teacher for that specific class. | Email address is FirstInitialLastName @gatewaymiddle.org. For example, jdoe@gatewaymiddle.org or Call (415) 922-1001 and leave a message. |
| My child is struggling in one class. | The teacher for that specific class. | See above for info on contacting teachers. |
| My child is struggling in multiple classes. | Your child's advisor. | See above for info on contacting teachers. |
| My child is struggling with a persona/social/family issue. | Your child's advisor or Ken Angelo, School Counselor | Send an email to your child's advisor or to kangelo@gatewaymiddle.org or Call (415) 922-1001. |
| I am interested in the GMS YMCA After School Program or have questions about After School programming. | Megan Lamb, Gateway YMCA After School Site Director | Send an email to: mlamb@ymcasf.net or Call (415) 710-1146 |

How can I check my child's grades and academic progress?

We recommend for you to check your child's course grades, attendance, and tardies on **PowerSchool** at least once per week.

1. Go to the **PowerSchool** website (<https://gateway.powerschool.com/public>) OR click on the PowerSchool button on our website (www.gatewaymiddle.org/families)
2. Enter your child's username and password:

Username: _____ Password: _____

How Can I Best Support My Middle School Student?

- **Help Your Student to Stay Organized:** The transition to middle school is overwhelming for a lot of our students. Once a week help them organize their backpacks and binder.
- **Check the Planner:** Every student is given a student planner in which they are required to write down their homework assignments every day. Please check your child's planner every night.
- **Monitor Homework:** Know that students should have approximately 60-80 minutes of homework every night (e.g. 60 min for sixth grade, 70 min. for seventh grade, 80 min. for eighth grade). Use your child's planner or GoogleClassroom to check for assigned homework. Please ensure that they have a quiet space to complete homework.
- **Monitor your child's progress and set goals:** We recommend for you to check your child's course grades, attendance, and tardies on **PowerSchool** at least once per week. In addition, please review your child's progress reports with him or her each quarter and set goals for the next quarter.
- **Attendance:** Help your child get to school consistently and on time. After three unexcused absences and/or tardies in a quarter (for all classes combined), students are considered truant and subject to disciplinary action.
- **College Prep—talk about your child's future:** Talk to your student about the importance of grades and having options in the near future.
- **Talk to Your Student:** Stay connected with your child in middle school. Ask them about their interests, activities, and classes. If your child seems to be struggling with any personal, social, emotional or development issues, contact your student's advisor or the School Counselor.
- **Stay Involved!** It is important to stay involved, even as your child becomes more independent in middle school.
 - Communicate with teachers and keep an eye on your child's academic progress through PowerSchool.
 - Help your child get involved in extra-curricular activities.
 - Check out the Parent Toolbox on the website (www.gatewaymiddle.org/families) for tons of information and make sure you are registered with GMS School-Pages.
 - Attend family conferences and Gateway events whenever possible.
 - Connect with other families and the parents/guardians of your child's friends.

Other Frequently Asked Questions

| Question | What can I do? |
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| How do I check what was given for homework? | <ol style="list-style-type: none"><li data-bbox="464 254 1463 401">1. First, check your child's homework planner. Every student is given a student planner in which they are <u>required</u> to write down their homework assignments every day. All homework assignments should be in their homework folder.<li data-bbox="464 443 1463 548">2. You can also check Google Classroom. All homework assignments are posted, and you will also be able to print extra homework copies if needed.<li data-bbox="464 590 1463 695">3. Click on the Google Classroom button on our website (www.gatewaymiddle.org). The Google Classroom button is located on the right hand side of the school page.<li data-bbox="464 737 1463 800">4. Enter your child's username and password. They are written down in their homework planner under their birthday.<li data-bbox="464 842 1463 989">5. If what was for homework is still not clear after checking the student planner and Google Classroom, ask your child to call their homework buddy. The homework buddy information should have been recorded in back of the student planner.<li data-bbox="464 1031 1463 1094">6. When all of the above attempts have not been successful, have your child email the teacher. |
| How do I help my child with organization? | <ul style="list-style-type: none"><li data-bbox="464 1146 1463 1251">• We recommend that you support your child organize everything they have in their backpack at least once a week until they show they no longer need any support.<li data-bbox="464 1293 1463 1335">• Help sort all the papers in your child's backpack and binder.<li data-bbox="464 1377 1463 1440">• Work that has been checked and graded goes inside the 3-inch binder under its corresponding subject.<li data-bbox="464 1482 1463 1545">• Only homework assignments that need to be completed or checked go inside their homework folder. |
| What should I do if we don't have a computer with internet access at home? | <ul style="list-style-type: none"><li data-bbox="464 1614 1463 1677">• Encourage your child to use the Learning Center computers at school. It opens at 7:45 am and is available during lunch/recess.<li data-bbox="464 1719 1463 1761">• You can reserve computers at Public Libraries.<li data-bbox="464 1803 1463 1866">• Sometimes you can use smartphones for the task/assignment. For example, you can download PowerSchool Application for Free. |