WOODBURY MIDDLE SCHOOL

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William Nemec, Principal Suzi Greene, Assistant Principal

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Dear WMS Middle School Students and Families,

We are excited about the year ahead at Woodbury Middle School! Our goal is to help students develop strong organizational skills, effective study habits, responsibility, independence, and confidence as learners. We believe that success is a process, not just a result.

The following expectations apply to students in grades 6–8, including those in Unified Arts courses. We understand that extenuating circumstances may arise, so please maintain communication with your child's teachers if they may interfere with your child's ability to complete assignments or assessments on time.

Assignments and Grades

All assignments are posted in Google Classroom with due dates. Assignments are also listed in PowerSchool and Homework Huddle, and students will receive an agenda to record assignments each day.

Grades are weighted as follows:

- 80% — Summative & Interim Assessments
- 20% — Classwork/Homework

Late Work

- Assignments submitted within two weeks of the due date may receive partial credit.
- After two weeks, the assignment will be recorded as a zero and will no longer be accepted.
- A zero may appear in PowerSchool as a placeholder even when late work is still eligible for credit.

Homework Huddle

The Homework Huddle is linked each Monday in the Weekly Warrior. Students and families can check it daily. Assignments may change during the week, so everyone is encouraged to check it daily, along with Google Classroom and personal agendas.

Assessment Preparation and Timing

As students prepare for the year ahead, we want them to develop good study habits, stamina,

and time management.

Students will be given a reasonable amount of time to complete classroom assessments, based on the length and type of assessment. This is often one class period.

If a student does not finish an assessment within the allotted time, the assessment will be collected and scored based on the work completed.

All IEP and 504 accommodations, including extended time, will continue to be honored.

Preparing for Assessments

Students should:

- Participate actively in class.
- Complete classwork and homework.
- Complete study guides.
- Review and study before assessments.
- Ask questions when they need help.

Preparation begins before test day. The more students practice and prepare, the more confident they will feel during an assessment. This includes completing assignments on time throughout the week and staying engaged in classwork and classroom discussions.

Assessment Rework

Rework Policy: Students may rework an assessment for up to 70%.

1. To rework an assessment, students must first:
2. Complete the unit study guide rough draft.
3. Submit the study guide/rough draft for teacher feedback.
4. Review the feedback.
5. Schedule a rework with the teacher.

The purpose of assessment rework is to help students learn from mistakes, apply feedback, and deepen their understanding.

How Families Can Help

Families can support students by:

- Checking Google Classroom, PowerSchool, and/or student agendas.
- Encouraging students to complete study guides/rough drafts.
- Helping students plan ahead for assessments.
- Providing a quiet place to study.
- Encouraging students to ask for help when needed.
- Focusing on preparation and learning, not just the final grade.

We believe success is a process, not just a result. These expectations are designed to help students become organized, responsible, and confident learners as they prepare for the years ahead.

Thank you for your continued support and partnership. If you have any questions or concerns, please contact your child's teachers.

We look forward to a successful year!

Bill Nemec