

Need to Know - Nicolet

**Address:** 1309 Elm St. Green Bay, WI 54302

**Site Director:** Alyssa Simon, [asimon@bgcgb.org](mailto:asimon@bgcgb.org)

**Site Phone Number:** 920-494-7079 ex. 1024

**School information:**

*Enrollment:* 443

*Limited English Proficiency:* 43.8%

*Economically Disadvantaged:* 93.7%

**To see more demographic information about your specific site, please visit:**

<http://wisedash.dpi.wi.gov/Dashboard/portalHome.jsp>

**Arriving**

- Students will enter the program at about 3:30 (3:25)
- Park on the street
- Enter through the glass doors in the second parking lot
- Students will put all of their belongings on the tables labeled for their age group.
- Students should sit at their assigned tables (for some age groups at their assigned seats which will be designated by their nametags)

**Dinner**

- After the students are sitting they will be dismissed one by one to grab their dinner
- Students should take one of each of the items offered for the meal, and should take the whole meal not just part of it.
- After finished eating students should raise their hands to be allowed to throw their trash away
- A few students will be wiping down the tables as they finish eating. Help the students on the tables to be mindful and respectful of this

**Hallways**

- Students will need a pass to go into the hallways (this includes bathroom and the water fountain)
- Voice level zero is expected at all times in the hallways
- Students can only use the bathrooms that are in the hallways with the classrooms being used
  - Not including the bathrooms that are past the library
- Students should never go upstairs or to their lockers during club time
- Students will be called, through a walkie talkie that the staff have, about being picked up

**Homework Time**

- During homework time students should be either doing homework or reading

### Computer Lab

- In the computer lab listen to the staff in the room for the expectations of that time. The students may need to be on “power my learning” which is an educational website that tracks progress and effort, or other educational websites- they should never be on a site with guns or violence
- You may help the students with typing in new websites
- If the sound is turned on on the computer the students should be wearing headphones
  - They are expected to put the headphones away when they are done

### Enrichment and Club time

- At enrichment time the specific age groups will be paired together, and the staff who are working with them will lead an activity
- In club time students will have signed up for various clubs based on their interests. Choose one based on your interests and get involved with the kids!