



20-21 Shawnee Heights Middle School Enrollment Activities and Timeline

Tim Urich, Principal uricht@usd450.net Last Names A-K
Brad Mickens, Asst Principal mickensb@usd450.net Last Names L-Z
Amy Esquibel, esquibela@usd450.net All 7th Grade
Beth Robinett, robinettb@usd450.net All 8th Grade
785-379-5830

May 8 – 6th grade students tour the middle school

July 1 – Online Enrollment (OLE) opens. The district will send an email announcement to parents.

- Review and electronically sign paperwork and forms (Field Trip, Concussion, Lunch Application, Random Drug Testing, etc.)
- Review and update demographic information
- Review and print class schedule
- Download and review the middle school handbook.
- Pay fees via RevTrak (Families may pay school fees at the time of enrollment or after receiving the first invoice in September.)

July 27 through Aug 5th – Bussing information available via the Parent Portal (*click on the Bussing Icon*)

July 20 – Administrators and secretaries return to school.

- Families new to the district may call the middle school to schedule an enrollment appointment. Enrollment appointments may be scheduled for dates on or after July 28th

July 27 – Counselors return to school to return calls and set appointments. July 28 – First date for new-enrollment appointments.

Jul 30 – In-building enrollment for current USD 450 students 8:00 AM – 6:00 PM

- Review and sign paperwork and forms
- Receive assistance with Power School / Parent Portal
- Receive a class schedule w/ locker combo and team assignment
- Pay fees
- Turn in sports physical
- Student planners will be distributed on the first or second day of school

Aug 3 – Parents will receive an email with a link to their child's class schedule. This schedule will include the team assignment, locker number, and locker combination. Print the schedule and bring it to Sneak Peek (or bring it on your phone).

Aug 6 – Sneak Peek 3:30 – 6:30

- Receive a class schedule with locker combo and team assignment
- Find your student's locker and practice the combination
- Store school supplies in locker
- Bring in your student's supply of tissues and Clorox Wipes.
- Find your student's classes
- Pay fees
- Turn in sports physical forms
- **No enrollments will be conducted during Sneak Peek**

Aug 12 – First Day of School – 7th & 8th Gr

Aug 17– 7th Grade Parent Night: 6:00 PM in the SHMS Commons

Aug 18– 8th Grade Parent Night: 6:00 PM in the SHMS Commons

- Review school policies
- Receive an athletic update
- Hear about student incentive programs and the middle school philosophy
- Parents will begin with Mr. Urich, Mr. Mickens, and the counselors in the commons. After approximately 25 minutes with administrators, then parents will divide into Red, White, and Blue academic teams and accompany their team teachers into separate meeting areas.

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District Code
CRCN

Grades and Attendance: '1

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Grades and Attendance Standards Grades

Exp	Last Week					This Week				
	M	T	W	H	F	M	T	W	H	F
P1(A)										
P1(A)										
P2(A)										
P3(A)										
P4(A)										
P5(A)										
P6(A)										
P7(A)										
P8(A)										

Choose the Balance icon to find your student's Patron ID and to see fee balances. Follow the RevTrak link to pay fees or apply money to your student's account.

STUDENT INFORMATION

Legal Name (last,first MI)

Preferred Name (if different than legal first)

Street Address

Mailing Address

County

Home Phone

Home Phone Unlisted

Student's Cell Phone

Custody

Student Lives With

SCHOOLMESSENGER OPTIONS (Emergency Notification System Phone Numbers)

1st Emergency Phone#

2nd Emergency Phone#

3rd Emergency Phone#

SCHOOLMESSENGER OPTIONS (Electronic Grade Reports E-mailed To:)

E-mail Address #1

E-mail Address #2

Click on the Demographic Change icon to update contact information. Include email addresses in Messenger Options.

2020-2021 SHMS School Calendar

Jul	1	Online enrollment begins
	20	Administrators & secretaries return to school
	27	Counselors return to school
	28	Parents of new-to-district students may begin calling for enrollment appointments
	30	In-building enrollment for current district students
Aug	6	Sneak Peek 3:30-6:30
	12	First day of classes
	17	7th gr Parent Night 6 PM
	18	8th gr Parent Night 6 PM

