



Important Need-to-Know Information for Parents/Guardians 2019-20

Welcome to the New Tech Institute HS Family! It takes everyone working together to make a great school year and educational experience for your child. Please contact your child's teacher(s) with any academic concerns, and please contact the office with other concerns. We are glad to have you as part of the New Tech family!!

Important Information about New Tech HS

School starts @ 7:40am, dismisses @ 2:10pm

Students have four 90-minute periods each day on an 8-block schedule (ODD Days and EVEN Days)

ODD Day

1st period

3rd period (Enrichment/Advisory)

5th period

7th period

A lunch is before 5th period

B lunch is after 5th period

2-minute passing period between each period.

EVEN Day

2nd period

4th period

6th period

8th period

A lunch is before 6th period

B lunch is after 6th period

School Start and Dismissal and Driving Passes

We encourage all students to be at school, on time, and ready to learn by 7:35am. Class starts at 7:40am. School dismisses at 2:10pm. We strive **for on-time behavior** from every student! At dismissal, please refer to the **Dismissal Procedures** (at end of this document) if you plan to pick up your child. Students who drive to school **must** be on time in order to retain their driving privileges. All students who drive to school need to get a registration form from Mrs. Kraft for students to provide make, model, and license plate number of any vehicle they may drive to school.

Attendance

Attendance at school is VERY important - AND mandatory! High school students are expected to attend school regularly to derive maximum benefits from the instructional program. Please call school at **(812) 435-0967** when students are ill or absent for any reason – it helps us keep accurate attendance. A call from the parent/guardian will count as an absence; there must be a medical/legal/dental excuse to count as an excused absence. All absences will contribute toward a ten-day absence maximum before pre-court proceedings, with the exception of the following when accompanied by acceptable documentation: personal injury or illness documented by doctor or other health professional's statement, death in immediate family, field trips, religious holiday, election worker, or page in the Indiana Legislature. If a student's attendance is coded as a truancy, they may not be able to make up missed work. We expect students to be on time to school every day. Students who are late more than 8 times will need to make up the missed time (minimum 45 minutes) after school.

In order to attend school dances students must have no more than 10 lates, no more than 8 periods (2 days) of truancy, and no major discipline incidents.

Emergency Contact Form

Please return the emergency contact form soon after school starts, and please update them as needed. This information helps the office contact you in case of an emergency or illness.

Physical Exams and Vaccinations

State law requires each freshman to have a physical exam prior to entering 9th grade. Please return physical exam form to the office once it is complete. Also, all **seniors** must have the meningococcal vaccine by August 30, 2019.

Nurse Visits

Students who feel ill should ask for a pass to the nurse before calling home. The nurse will assess the student and will determine if the student needs to go home. If the student needs to go home, the nurse will call the parent/guardian. It is difficult to maintain proper attendance when students call/text for parent to them pick up. Students who leave without following the policy outlined above will have an unexcused absence.

Lockers

New Tech students can carry backpacks at school since we don't have lockers. Students can store coats and other belongings in the closet in the office. Students new to New Tech will receive a backpack with padded laptop compartment on the first day of school.

Deliveries to Students

Unfortunately, we cannot accommodate or accept deliveries of flowers, balloons, cookie bouquets, etc. since there is nowhere to store them (i.e. lockers). Also, we cannot accept deliveries of food from outside sources (i.e. fast food) for lunch as it is disruptive to the school environment.

Class Fees/Textbooks

New Tech is mostly textbook-free, but class fees allow teachers to purchase necessary supplies and other needs in the classroom. There is a laptop fee per semester, and laptop insurance is available. Students who receive free/reduced lunch will still be required to pay class fees. Please help us by paying class fees promptly once you receive a bill from the EVSC at the end of September.

Breakfast

Students may eat breakfast in our cafeteria at the price listed on the New Tech website. Students have until 7:38am to eat in the cafeteria, at which time they will need to move on to class.

Lunch: Procedure and Paying for Meals

- A form for Free/Reduced Lunch eligibility will come home at the beginning of the school year.
- Students may eat lunch in our cafeteria at the price listed on the New Tech website.
- Students also may bring their lunch. We have a refrigerator and microwaves available.
- Parents/guardians have an easy, convenient, and secure online option to check school meal balance (no charge), check menus (no charge), sign up for lunch account low balance email reminders (no charge), and deposit money into your child's account via VISA or MasterCard (\$2.50 charge per transaction). Students may also bring a check to the cafeteria. To register, visit www.ezschoollpay.com and enter your child's seven-digit ID number and New Tech's zip code (47711). If you have questions about this process, call the school OR EVSC Food and Nutrition Office: (812) 435-8262.

Laptops/Cases

All New Tech students will receive a laptop the first day of school. This laptop is the "textbook" for all classes, and as such students must care for the laptop so it is not damaged. We ask students carry their laptop in a backpack with padding to prevent damage. At this time EVSC does not have a Bring Your Own Device policy, and therefore we expect students to use the EVSC-issued laptop only. Students should label their laptop chargers, and should not loan out chargers to others.

ECHO Grade System

New Tech uses **ECHO** as the grade notification system. Parents/Guardians can log onto ECHO to check grades, homework and coursework. Please follow directions on the ECHO handout, and please call school with questions. Parents/guardians will also have RDS Access to check attendance, transcript and graduation plan.

Bus Transportation

EVSC provides bus transportation from the five EVSC high schools to New Tech in the morning, and from New Tech to the neighborhood district high school and then to the student's home address in the afternoon. Students who ride the bus should receive information from EVSC Bus Transportation in late July. Please contact (812) 435-1287 for more information. Students can ride a bus from home to their EVSC District school, then a bus from that school to New Tech; this information will go home via post card in late July.

Buses between New Tech and EVSC High Schools: Bosse (56 & 114), Central (53 or 135), Harrison (47 or 78), North (21 or 87), Reitz (2 or 99).

Meeting Students' Academic and Social-Emotional Needs

We are pleased to have Mrs. Ann Gomoll as our full-time school counselor at New Tech HS. Her role is to assist students with college and career planning – including college transcripts/applications/financial aid as well as social and emotional needs.

Behavior

New Tech has TRUST, RESPECT, and RESPONSIBILITY at the core of everything we do, as part of our Positive Behavior Intervention and Support (PBIS). Students can earn TRR cards for behavior above and beyond expectations, which gives them certain acknowledgements and/or privileges. Students can receive low-level referrals for failure to follow behavior expectations, and repeated offenses can lead to restricted privileges (cell phone, earbuds, dance privileges) or further consequences. All EVSC School Rules apply at New Tech. Bullying and fighting are not tolerated at New Tech and will be addressed for the safety of all students.

Cell Phones

We ask that our students use only their school-issued technology (laptop) during class. In order for students to be engaged fully in their education, students may not have cell phones out in class. New Tech Staff may ask students to observe "Tech-Free" or "Courtesy Mode" during which students should put away laptops. If students do not comply, New Tech staff may hold the device and secure it in the main office. Repeated offenses may require a parent/guardian to pick up the device.

Dress Code

New Tech Institute follows the EVSC Dress for Success policy for high schools, detailed later in this document.

Physical Education

Students complete a log of activity totaling 70 hours, plus related journals, for each of their three PE credits

Communication with Families

Look for a weekly newsletter via email each Sunday evening with events for the week. Also be sure to follow our social media posts (Facebook, Twitter, Instagram) for additional information and student accolades!

Science Fair/Senior Project

Each freshman, sophomore and junior should expect to complete a Science Fair project, and all seniors will complete a Senior Project with 25 hours of community service.

New Tech Institute High School – Faculty and Staff 2019-20

Mr. Chris Gibson, Principal	christopher.gibson@evsck12.com	(812) 435-8805
Mrs. Ann Gomoll, Counselor	ann.gomoll@evsck12.com	(812) 435-0967
Mrs. Diane Kraft, Secretary	diane.kraft@evsck12.com	(812) 435-0967
Mr. Lemarceo Shemwell, College Connection Coach (shared with North HS)	lemarceo.shemwell@evsck12.com	Room 21
Mrs. Kelly Koch, School Nurse (shared with SICTC)	kelly.koch@evsck12.com	(812) 435-8438
Mr. Jason Hale, Technology Support (shared with SICTC)	jasond.hale@evsck12.com	(812) 435-0967
Ms. Allison Adams: Spanish	allison.adams@evsck12.com	Room 6
Ms. Bonnie Alcorn: English 9 & 10	bonnie.alcorn@evsck12.com	Room 17
Mr. Roger Bailey: Govt/Econ, Health, Psychology	roger.bailey@evsck12.com	Room 15
Mrs. Rebecca Bowden: English 11 & 12	rebecca.bowden@evsck12.com	Room 2
Mr. Pat Carter: Physics, Principles of Engineering	patrick.carter@evsck12.com	Room 7
Mr. Mike Demerly: Algebra 2, Pre-Calculus	mike.demerly@evsck12.com	Room 8
Mrs. Jennifer Dill: Geometry	jennifer.dill@evsck12.com	Room 18
Mr. Eric Havener: Engineering, Robotics	eric.havener@evsck12.com	Room PE1
Mr. Ryan Jones: US & World History	ryan1.jones@evsck12.com	Room 17
Mrs. Shelbey Klenck: Biology & Environmental Science	shelbey.klenck@evsck12.com	Room 20
Mrs. Carla Long: Special Education Resource and 504 coordinator	carla.long@evsck12.com	Room 9
Mrs. Linda Schaffer: Entrepreneurship Academy	linda.schaffer@evsck12.com	Room 16
Mr. Greg Small: Chemistry/Earth Science (Odd days)	gregory.small@evsck12.com	Room AG1
Mr. Tim Weisling: Algebra 1, Calculus, PE	timothy.weisling@evsck12.com	Room 4
Mrs. Brooke Wheeler: Art	brooke.wheeler@evsck12.com	Room 10

New Tech Institute – Extra-Curricular Sponsors 2019-20 (subject to change)

<u>Archery</u>	Mr. Havener & Mr. Carter
<u>FIRST Robotics</u>	Mr. Havener
<u>Student Council</u>	Mrs. Bowden
<u>Spanish Club</u>	Ms. Adams
<u>National Honor Society</u>	Mrs. Dill/Ms. Alcorn
<u>Art Club</u>	Mrs. Wheeler
<u>Business Professionals of America</u>	Mrs. Schaffer
<u>Other Clubs:</u>	Yearbook, Theater, Musical Theater, Ultimate Frisbee

Students can start a new club with the sponsorship of a teacher.

Note: New Tech students may participate in athletics at their EVSC district high school. Contact the Athletic Office at the district high school for more information. We work with EVSC Marching Band directors to facilitate music participation at the EVSC district high school.

EVSC NEW TECH INSTITUTE



- New Tech Institute is an EVSC High School founded in 2010 as a part of the nationwide New Tech Network of more than 180 schools.
- New Tech HS is STEM-Certified by the Indiana Department of Education and a Demonstration Site in the New Tech Network. We also received Partnership for 21st Century Learning designation in 2019.
- Our mission: Providing students with Project-Based Learning and Leadership Opportunities in an atmosphere of Trust, Respect and Responsibility.
- We focus on STEM (Science, Technology, Engineering and Math) and Entrepreneurial Leadership.
- We have had a 95+% graduation rate each year.
- We teach English, Math, Science, Social Studies, Engineering, Fine Arts, Spanish, and electives – all of which follow Indiana Academic Standards.
- We offer Core 40 and Honors Diplomas to students in grades 9-12.
- Our project-based focus helps build knowledge and thinking while also building communication and presentation skills in a way that is relevant to real-world thinking.
- Students work collaboratively on group projects, and then present their discoveries using relevant technology.
- Three of our teachers have earned New Tech Network Certified Teacher status, and three teachers are certified as New Tech trainers.
- NTI and Company is our parent group, which is a 501 (c) 3 organization that supports the school in many ways.
- Our Archery Team has competed at State, National, and World competitions.
- In addition to Archery we offer: Book Club, Yearbook, Student Council, Robotics, Art Club, and more.
- New Tech earned a US News and World Report Best High Schools Bronze Rating for 2015.



www.facebook.com/EVSCNewTechInstitute



[@NTInstitute](https://twitter.com/NTInstitute)

Visit us online: www.evscschools.com/newtech

New Tech Drop-off and Dismissal Procedure

Drop-off

School starts at 7:40am. Parents/guardians can drop off students at either the New Tech or SICTC entrances. Due to traffic, it is best to make sure drop-off happens by 7:35am. There are no restrictions on turns around the building in the morning.

Dismissal

School dismisses at 2:10pm. Parents/guardians can park in the New Tech parking lot in areas designated **parent and visitor** on the map below to wait for students to come to the car. Please note the following restrictions on turns: all vehicles need to exit the east end of the New Tech parking lot and then at the first stop sign it is **right turn only**. Then at the next stop sign, it is **left turn only** toward Maxx Road. This procedure helps traffic flow and avoids congestion from New Tech students, SICTC students, and buses. It also funnels traffic to a stoplight for the safety of students and families.





Bringing Learning to Life

New Tech Institute HS Dress Guidelines 2019-20 School Year

New Tech Institute promotes a professional environment of trust, respect, and responsibility, and we encourage students to dress accordingly.

EVSC Dress for Success Policy, accessible at:

<http://district.evscschools.com/cms/One.aspx?portalId=74772&pageId=1097875>

Pants

Type: uniform style, khaki, dress or cargo

Colors: solid navy, black, tan, brown, gray

Shorts/Capris

Type: uniform style, khaki, dress or cargo, knee length

Colors: solid navy, black, tan, brown, gray

Skirts

Type: uniform style, khaki, dress, or cargo, knee length

Colors: solid navy, black, tan, brown, gray

Shirts

Type: collared button down or polo shirt, long or short sleeves; a solid color long sleeve shirt may be worn under the polo

Colors: any solid, stripe, or plaid shirt. Any school issued apparel is acceptable.

Logo: small manufacturer's logos are acceptable school logos are permitted

Cool-Weather Items

Type: hoodless sweaters or hoodless/crewneck sweatshirts, vest, zip up fleece, softshell or cardigan worn with a collared button down or polo shirt underneath

Colors: any solid color (any school-issued apparel is acceptable)

Logo: small manufacturer's logos are acceptable; school logos are permitted

Belt

Recommended

Footwear

Any footwear except flip-flops, athletic slides, or house shoes/slippers

Spirit wear

May be worn at the principal's discretion. School spirit shirts always permissible on last day of the week.