

Your Heart

You started as a child.

Children are social beings.

Behavior is goal oriented.

**A child's primary goal is to belong and
to be significant.**

**A misbehaving child is a discouraged
child.**

**Community service/social interest
encourages pro-social development.**

**ALL PEOPLE have equal right to be
treated with dignity and respect!**

**“ It's only with the heart that one can see rightly; what is
essential is invisible to the eye.”**

Antoine de Saint – Exupery, The Little Prince

Team Time

Team Time is an established incentive/reward activity period. Students are assigned to a Team Time Teacher, who is one of their team teachers. Each team provides a number of activities for its students. In addition, there are also activities that are available to all. For example, we have established open gym, movie room, computer lab, art activities and partner study hall. In partner study hall students may work together on projects and also receive tutoring and support on projects they may be assigned to do. Teams provide tutoring, problem solving games, quiet study, and a detention room.

Team Time occurs for the last twenty-five minutes of each day. In order for students to choose activities they must be in good standing on their team. This means they must be up to date in their work and meet classroom expectations for good citizenship. Students who may have minor discipline problems in their classes on any given day such as being tardy, being disruptive, or not doing their work are assigned to Team Detention for that day unless the infraction warrants more than a one day in detention.

The number one goal is to increase student achievement. Middle school students both need and want opportunities to be social with their peers as they were able to do in elementary school through organized recess on a daily basis. Team Time provides this opportunity for all students who are doing what they need to do in the classroom each day to be successful students. It is a reward for a job well done.

Many schools do not have any "choice" time available to students. Tying the privilege of choice to the responsibility of doing one's job as a student on a daily basis is a good way to reinforce the message that good work results in rewards. The other major reason for this program is that middle school students are more closely aligned with elementary than they are with high school. Research on the needs of this age tells us that the opportunity to choose, to have supervised "play time", and to have supervised opportunities to interact on a social level with their peers is an important part of their development. Students who enjoy being at school tend to perform better academically. The staff can assess the success of Team Time at the semester's end. If it is not meeting the goals, set up an option to eliminate it and put those minutes into longer class periods.

Yea/Nay Activities and Events

Recommended Policy -

In order to be eligible to participate in a Yea/Nay activity students must maintain a B average or better in both citizenship and effort. Team Leaders have the option to allow students to participate who may have only one or two C's in either of those areas by employing an internal appeal process on each team. Students should also be in good standing with school business obligations. This means they will not be on the fine list, will have turned in data registration forms, will have turned in progress report forms and any other such forms prior to the due date before the Yea/Nay activity. Finally, students should be free of office referrals and administrative discipline sanctions such as suspensions during the month period prior to a Yea/Nay activity. The office will submit a list of students who do not meet these criteria to Team Leaders the Tuesday before the event. Once the nay list has been determined by the Team Leader the Tuesday prior to the event no further appeals will be allowed.

Students should be notified in advance of the upcoming activity (one week is recommended) that they are not eligible and reasons for the lack of eligibility. Exploratory, science, and PE teachers are required to submit a list of any students they have who do not meet the above criteria to the Team Leader by Tuesday prior to an event. The Team Leader's responsibility is limited to collating information submitted by fellow team teachers and other teachers the student may have. A hold harmless provision will be in effect for any student whose name is not submitted by the Tuesday preceding the event to the Team Leader. This means the student may attend the event despite failure to meet the criteria. Any student, however, involved in a major infraction or office referral after the Tuesday list is formulated will be disallowed from attending the event despite having been eligible on Tuesday.

Recommendation: It is felt that this new policy may increase the number of students who are held back from activities. In order to work with students who are not allowed to attend in the teams, the number of students per team teacher needs to be as small as possible. Therefore, we are recommending that exploratory teachers be assigned to a team for Yea/Nay Activities and that the Team Leader can designate supervision responsibilities for all members of the team. If the team usually rotates folks to supervise an assembly/activity out of the team they may ask their assigned exploratory teacher to supervise the assembly in place of one of their regular team teachers. Team Leaders are responsible for supervision assignments of staff on their team during Yea/Nay. All administrators, counselors, nurse, intervention specialist, interns, and librarian need to be available for general supervision assignment and roving.

TEAM TIME

Purpose of Team Time: To give teachers/teams more direct contact time with students on their teams and to determine courses of action that will help those students be successful.

Making the Sale to Students: It is very important that we all stop using the terms or labels of advisory and privilege. Though we will have to remind ourselves of this, it will help students make the switch.

Advantages:

- *Students will be able to earn attendance at various activities they choose to attend.
- *Students will be able to do significant homework or get help with any subject at the end of each day.
- *Students will get help and support from teachers to be on the yea list each month for school-wide major events. The event will be announced at the beginning of each month.
- *Students will be able to attend and participate in important activities such as ASB, peer mediation, etc.
- *All staff need to make Team Time successful because failure to do so will result in the loss of the end of the day Team Time period entirely. Time set aside for this will be put back into regular classes, extending the length of each period.

Month of September

September is reserved for teams to work with their Team Time Classes. Suggested use of this time includes, review of expectations, getting to know your activities, all-team assemblies or get togethers, review of school rules, and review and teaching of sexual harassment policy. Additionally, teams should begin to identify which activities students would benefit from and determine a way to accommodate student choices.

Team Time Schedules

Schedule 1 - Normal Team Time Schedule

Team Time occurs at the end of the day with normal regular activities.

Schedule 2 - Flip Team Time Schedule

Team Time occurs at the beginning of the day because of a special need for scheduling purposes.

Schedule 3 - Split Team Time Schedule

Team Time is split between the beginning and end of day, e.g., Progress Report Days, etc.

Team Time Schedules

Assembly Schedules --cancel team time -

Yea/Nay Activity Schedules/ No team time the day of yea/nay

Holiday Monday - Team Activities Assignment Period Moves to Tuesday

Introduction

Since, other than detention, Team Time Activities are viewed as privilege choices, students must be clear as to what the expectations are in each activity for their behavior. Failure to meet these expectations may result in detention.

Structure

1. Sign-up sheets for team time activity or rotation system set up by team
2. Sign-up for specific destinations completed by Monday Team Time.
3. Students report to Team Time teacher on Monday i.e. from 1:50pm to 2:00pm where attendance is taken, and activity assignment is given.
4. At 2:00 pm students are dismissed to their activity.
5. From 2:05-2:15 activity supervisor will explain expectations and requirements for the activity for the week.
6. Activity supervisor will provide sign-in sheets for attendance records.
7. Sign in sheets at each Team Time Activity. Sign-in sheets are turned in at the end of each day to the attendance office. Attendance forms are kept by day.

Support Staff (example)

Itinerant Support

6th - Principal and 6th Grade Counselor

7th - AP and 7th Grade Counselor

8th - AP and 8th Grade Counselor

Administrators and counselors would use team time to support their grade level responsibilities and in addition schedule the following group meetings/activities so that students would not be pulled out of regular classes: Mediation, ASB meetings, Tour Group Training, Assembly Practices. For example, if a regular PE teacher were to meet with ASB officers, an administrator would cover the open gym.

Special Clubs on Teams

Some teachers have clubs they would like to run during Team Time, such as Builders Club. In order to better accommodate and schedule support staff for coverage the following are designated meeting days by grade level for club activities. If a staff member wants to have a meeting on the designated day, he/she must arrange for coverage one week in advance.

Designated Special Club Meeting Days

Tuesday - Sixth Grade

Wednesday - Seventh Grade

Thursday - Eighth Grade

ASB – Mondays

Using these designated days for special club meetings will allow us to provide coverage in an orderly fashion. Requests for coverage needs to be submitted directly to the AP.

Team Time Goals

- a. To provide students with supervised recreational/social activities at the end of the day when the students are the least able to focus on core academic subjects.
- b. To provide incentives for students to do their work daily and behave so that they "earn" the opportunity to participate in Team Time.
- c. To provide a means to impose discipline consequences on the day of the misbehavior.
- d. To put the emphasis on instructional goals for students as determined by each team through team control of Team Time. Teams can arrange to use Team Time for special team projects or events.
- e. To provide activities for students necessary to school climate - such as ASB, clubs, etc. - that can be held during Team Time and do not pull students out of classes. Additionally, special opportunities such as chamber orchestra and/or practice for music concerts.
- f. To eliminate the perception that it is OK to be late to school.
- g. To eliminate problems and the disruption to the continuity of the day.
- h. To provide a means for Team Time teachers to meet with the same group over the course of the year, who are also students they see on their teams, for special purposes such as progress reports.
- i. To provide a time block that can be put back into the schedule on special event days so that instructional time and contact with all classes can be maintained.