



# BYRON CENTER CHARTER SCHOOL

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Good Evening BCCS K-12 Parents and Guardians,

Below is an update about opening day along with multiple reminders about the start of the 2023-24 School Year at BCCS.

First of all, we believe the start of the 2023-24 school year activities set the stage for a successful year. Most families attended the New Family Orientation/Open House event last Thursday and the half-day of school today provided students and parents an orientation and overview of the school's expectations and daily regiment. We *Thank You* for your cooperation and engagement!

## Annual Packets

The Annual School Opening Packets (one per family) of families who did not pick them up last Thursday were sent home with the oldest/only BCCS student today.

## Required Document Return Reminder.....NEW Feature this year .....

Several forms require annual parental signatures/acknowledgements. Beginning this year the forms were sent to parents/guardians digitally via e-mail by the school office (Mrs. Boersma) last Thursday. Parents/guardians are required to complete the acknowledgements, consents and related information digitally and submit. Parents need to list the names and grade levels of all children to acknowledge or give consent for each document.

1. If you did not receive the forms via email, please contact [kboersma@byroncentercharter.org](mailto:kboersma@byroncentercharter.org) and request the link to the forms.
2. If you are unable to complete the forms digitally, please contact Mrs. Boersma and request paper copies be sent home.

## These forms include:

- **2023-24 Handbook Acknowledgement** Handbook is available via BCCS website under the parents and Students tab. Printed copies are available in the office, as needed. Handbook Acknowledgement form <https://forms.gle/zqvrVVB1xcMFDJr26>
- **Acceptable Use Policy Signature Page:** Acceptable Use Policy Signature Page is required for all students in *grades 5th-12th*, only. This does not pertain to K-4 students.
- **Concussion Awareness Acknowledgement:** Concussion Awareness Acknowledgement form, related information provided in annual packets .
- **Medicaid Release to Bill Form** -Allows schools to bill Medicaid for specific school related services. Please note: There's No impact on medicaid recipients and No services will be administered to BCCS students without a formal agreement between the school and the student's parents/guardians.
- **FERPA Request to Withhold Directory Information:** There are **two request forms**: one for **BCCS (digital)** and the other specific to **GVSU (paper)**, for parents/guardians **who do not wish** the names, addresses and phone numbers listed in the school's (BCCS) directory, and/ or students' photo/video in any school publication must complete and submit the FERPA Request to Withhold Directory

Information forms.

**Corrections to Opening Letter**.....sorry ... .Unfortunately there were a few mistakes made with the dates named in the Opening Week Schedule located in the welcome letter in the annual packets (was also emailed). Please accept our apologies. The correct dates are as follows.....

### **Opening Week Schedule**

First day of School: Monday, Aug. 28th, **Half day** - 8:00 am – 11:15 am

- No Meal Program
- 6-8 student will receive school provided technology

Tues, Wed, Thurs: Aug. 29-31 are Full days: 8:00 am – 3:00 pm

- Meal program begins Wednesday, Aug. 30

Friday, Sept. 1st and Monday, September 4 -- NO SCHOOL, Observance of Labor Day

### **Important Food Service Reminders**

1. No Food Services on Monday and Tuesday (Aug 28 & 29)
  - a. All students will need to bring a sack lunch with a drink from home on Tuesday
2. Breakfast and Lunch Food Services begin Wednesday August 30

Just a reminder the Byron Center Public Schools provides our meal program, please note the school in this portal is Byron Center Public Schools and Byron Center Charter School is listed in the participating schools with BCPS .

- BCPS Monthly Food Service Menus can be accessed at <https://www.bcpsk12.net/district/food-services/menus/> or <https://bcpsk12.nutrislice.com/menus-eula>

### **\*\*\*\*Important Notification Regarding National School Meal Program\*\*\*\***

Even with free school meals, schools must continue to collect and report nutrition eligibility reports for its membership. ***Failure to do so jeopardizes full access to state and federal funding for schools, especially Public School Academies/Charter Schools: literally hundreds of thousands of dollars to our school!*** We ask every BCCS family to please *complete the application* located at <https://byroncenter.familyportal.cloud/> (select Apply for Benefits link). Per request, a paper copy can be obtained and returned through the school office.

### **Daily Schedule in Review**

- School Breakfast , Opens at 7:35 thru 7:55
  - *Breakfast is intended to be consumed prior to the 8:00 start time.*
  - *Students participating in the school breakfast program should be dropped-off to school at least 15 minutes before school begins (between 7:35 and 7:45).*
- School Drop-Off General : 7:40-7:55
  - All K-5 Students will report to the gym until 7:45 am (released to classrooms).
  - K-5 Students dropped after 7:45 and prior to 8:00 should report directly to classes.
  - All student who report to school after 8:00 are considered tardy and must report to the office prior to entering classrooms
- School Day Begins 8:00
- Lunch: 11:15-11:45
- School Day Ends 3:00
  - Driveline Staggered Pick-up/ Color Coded
    - Green 3:00
    - Orange 3:10

### **Student Drop-Off Reminder**

- Those dropping-off students are to pull vehicles up along the curb as far as possible (up to mailbox) before stopping and dropping students.
- Families who are not ready to drop-off students are asked to park, then have students use crosswalks with guidance.
- BCCS attendants will be assisting with morning vehicle and student movement

### **Student Pick-Up Reminder**

- Please be patient.... DIVELINE takes a little bit to get used to for new students/new families.
- Please stay stopped (in-spot) until attendants ask vehicles to move forward
- BCCS attendants will be assisting with afterschool vehicle and student movement

### **School Issued Technology**

The school provides one to one chromebooks to all Mid-High students and has classroom sets of chromebooks for each K-5 classroom. In some instances the school provides I-Pads, laptops and or other devices to students as part of the individualized programming needs. In all cases of school issued technology, the devices are to be exclusively used for educational/school purposes.

### **2023-24 Student Cell Phones/Personal Devices Protocols ( Revised)**

- No BCCS student will be allowed to have cell phones on their person during class time.
  - This change mainly impacts HS students only as K-8 Students are not to have cell phones on their person from the time they enter, to the time they exit school including all school related events (ie field trips/experiences).
  - *This includes BlueTooth Earbuds*
- HS students may use cell phones/earbuds before and after school, and during lunch breaks and passing times.
- By school policy cell phones are prohibited in the restrooms.
- All BCCS students are prohibited from having personal devices at school including tablets, laptops, chromebooks unless specifically designated for academic use by BCCS staff.

### ***Important NEW Information Regarding School Issued Chromebooks Grades 6-12***

#### **School Issued Technology 6-12:**

- All students in grades 6th-12th will be issued school chromebooks along with chargers ( and mice for students who require them) in a school issued technology carry case tomorrow, Tuesday August 29th
- All students must have a BCCS Student Technology Take Home Permission Form (see below) and an AUP (*Acceptable Use Policy*) on file for school tech usage ( *Sept 15 Deadline*)
- All students are expected to bring fully charged chromebooks each school day.

#### **Tech Carry Cases:**

- School Issued technology carry cases are *exclusively used to transport devices* to and from school. Students are to refrain from using tech cases for personal or school related items (IE books, lunches etc...); rather, students are expected to use their personal backpacks for transporting personal/school-related materials.
- Students in grades 6th -9th are to use tech cases to transport devices to and from school daily.

- NEW \*\* Students in grades 10-12 are issued new, smaller, more durable chromebooks that do not require transporting to and from home with tech cases: daily use of the tech cases to transport devices is optional for grades 10-12 only.

### **Technology Take-Home Permission Agreement**

All students in grades 6th-12th must have a Student Technology Take-Home Permission Form ([LINK](#)) on file in order to use school issued technology at home/outside the building.

- Tech Take-Home Permission Forms may be used for multiple years
  - Forms are *not needed* by returning BCCS students who have a use agreement on file
- In 2023-24 Students *who will need* to complete and return forms include:
  - all 6th grade students
  - all 6th -12th grade students new to BCCS
  - any 6th-12 grade student who do not have an agreement on file

\*\*\*\* PLEASE NOTE: Permission Forms will be sent home with designated students along with the chromebooks, chargers and bags on Tuesday, Aug 29. Deadline for return Sept. 15\*\*\*\*

**BCCS Tech Protection Plan / Insurance Initiative:** An optional Technology Protection Plan Agreement is available for each device issued to students in grades 6-12. For BCCS students enrolled at the start of the school year, purchases may be made through the school office by September 15th. The information and form may be found here => [Technology Insurance](#).

*In Closing.... An update from the school will be sent home this coming Thursday with the September newsletter coming home next week to include Powerschool and Google Classroom training information specifically for parents/guardians. I recognize there's a lot of information shared at the start of the school, yet ask our parents/guardians to do their best to read and understand, and to complete and return all that is asked at this time of year. As always, do not hesitate to connect with the school regarding any 'start of year' questions you may have. It is important that the home and school are in sync for everyone's benefit. Please know, your understanding and cooperation is greatly appreciated.*

*W/ Care, Mark*



