



At-a-Glance Parent Guide



School Hours

Monday to Friday
8:30am to 3:30pm

Half Day
8:30am to 11:30am

Reach Us

231-421-5905, press 1 for the Middle School

office@greenspireschool.org

1026 Red Dr, Traverse City, MI 49684



The Mission

The mission of The Greenspire School is to provide an ecologically relevant and academically rigorous program grounded in direct experiences that develop skills to facilitate lifelong learning and nurture ethical citizenship.

The Vision

The Greenspire School team of educators wishes to build an educational experience rooted in academic excellence alongside a culturally-responsive, experiential project-based curriculum.

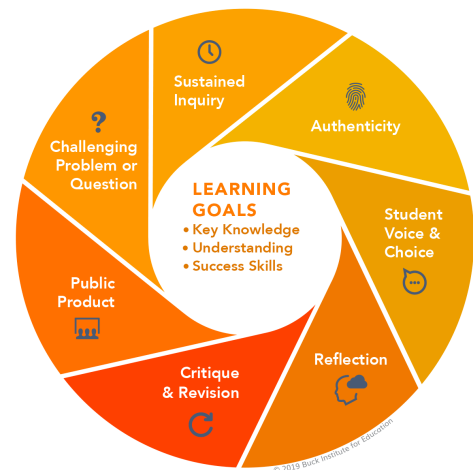
Project-Based Learning

Project Based Learning (PBL) is a teaching method in which students learn by actively engaging in real-world and personally meaningful cross-curricular projects.

The PBL process emphasizes Voice and Choice, Collaboration, Critique and Revision, Inquiry, and Reflection to empower exploration, design, being a self-advocate, and create meaning within their learning.

Environmental Focus

The Greenspire School focuses on rigorous project based learning within an environmentally focused setting. Student work is focused on making purposeful connections between individuals, communities, and the environment.



Planning for Success

- Students can be dropped off beginning at 8:15am. School starts at 8:30.
- Students must be picked up by 3:45pm on full days, and 11:45 on half days.
- Students should bring each day:

- Indoor and Outdoor Shoes
- Lunch- we do not have microwaves or fridges
- Snacks- students will be very active, plan on at least 2 snacks a day
- Water Bottle
- A complete change of clothes including socks
- Weather appropriate outdoor gear



- Greenspire is cell phone free from the time you walk up the stairs, till the time you walk down the stairs. Phones should be stored in backpacks or kept at home. If students need to call home, they can use the office phone.
- Backpacks are to stay in lockers during the school day. They are not to come with students to classes or on trails.

Attendance

Attendance is a critical part of a student being successful at a project-based learning school. In order for groups to successfully complete projects, students must be in attendance. However, if a student is to be absent, please call our attendance hotline at 231-421-5905 or email office@greenspireschool.org

Students begin leaving campus for classes as early as 8:30. If your student is going to be tardy, please call us to let us know as this may impact their ability to join their class when they arrive.

Similarly, students may be up to 45 minutes from campus at any time. If you need to pick up your student early, we need to know ahead of time so that we can keep your student from heading out on the trails.

Student Grades

PowerSchool is the platform used to view grades on individual assignments, comments on assignments, and cumulative course grades. To access your PowerSchool account, use your user name and password to log in to the PowerSchool Parent Portal.

<https://psgreenspire.northwested.org/public/home.html>

You will receive your login information in the mail. However, if you have lost it or never received it, please contact Jill Rowley. jill.rowley@greenspireschool.org

If you have a question about a specific assignment or grade, please reach out to that specific teacher for more information.

Standards-Based Grading

Greenspire utilizes a grading system known as standards-based grading. Research has shown that standards-based grading helps students take ownership of their learning and leads to higher rates of academic achievement. When completing a standard (known as a milestone) in a project at Greenspire, students will receive a number rating. Based on this number, students will either move on to work on mastering another standard or keep working at the current standard. The following is a brief description of what each number means.

Number Rating	Grade	Description
4	A	Complex content—a performance beyond what a standard requires
3	B	Target content—the level of learning required for all students
2	C	Basic knowledge or skill for mastering the target content
1	D	Minimal content knowledge-with help
0	F	Content standard not demonstrated-with help

Because Greenspire is a project based learning school, we believe skills like participation and collaboration are important for students to develop and students are assessed on these skills as well as target milestones.

Communications

- Weekly Updates: this is the main way we will communicate with you. They are emailed out each weekend. Please read through these carefully as they have all of the information you may need for your student for the upcoming week(s). Weekly Updates will be located on the website if you miss them in your email. <https://greenspireschool.org/category/weekly-update/>
- Please email our office staff: Jill Rowley and Becky Morse, with any general questions or concerns at office@greenspireschool.org
- Please email our Dean of Students, Clarita Hoeksema, with any student culture or behavior concerns at Clarita.Hoeksema@greenspireschool.org
- Please email our school counselor, Robin Roche, with any social/emotional concerns you may have regarding your student at Robin.Roche@greenspireschool.org
- Please email our special education team: Jean Schramm, Taylor Gemmell and Emma Moulton, with any special education concerns at special.ed@greenspireschool.org
- For questions regarding a specific assignment, please contact the teacher that assigned the work directly. If you would like to meet with a teacher, we recommend emailing them to schedule a time.
- For general questions about how your student is doing at school, please contact your student's advisory teacher. If you have any questions of who this is, please contact the office.
- **Students should always communicate and self-advocate first** with the staff member closest to the concern they're having. The student and staff member will try to verbally (or via email) solve the concern together. These discussions should be respectful, honoring, and solution-oriented. If a student feels that their concern was not resolved, the parent/guardian may become involved. At this time, the parent/guardian should email the staff member.
- For other general concerns that may arise, please email our Head of School, Emily Feaster at Emily.Feaster@greenspireschool.org

***Parents should use their personal email to communicate with staff members.
Please do not send communications through Google Classroom or Social Media Platforms.
Parents should also follow the Greenspire Code of Conduct when sending communications -
Let's be kind to one another.***

Student Pickup and Drop Off



Safe Student Drop-Off & Pick-Up

Safe:

Taking your time; not hurrying

Opening car doors only when stopped in position #1, #2 or #3

Being alert for quick moving children who are not paying attention to traffic

Unsafe:

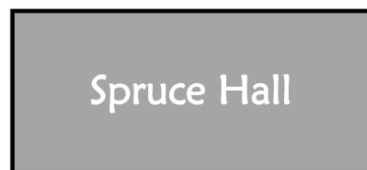
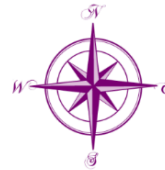
Stopping/dropping across the street from Greenspire

Allowing students to walk alongside the car line

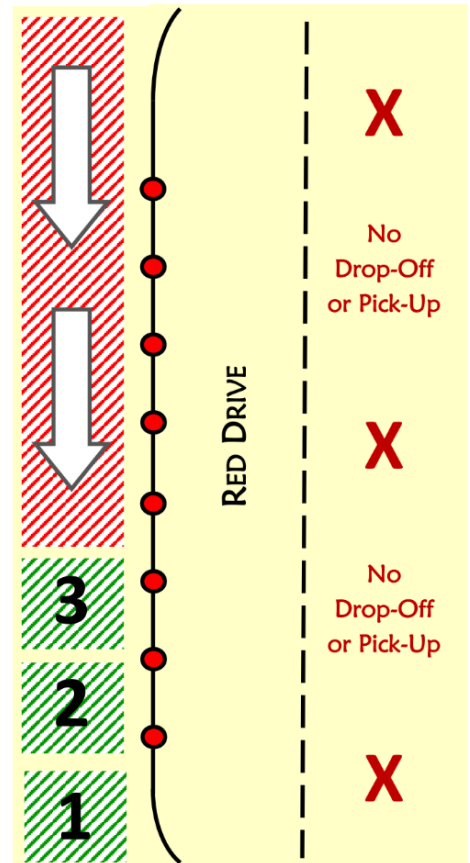
U-turns on Red Drive

Procedures

- Approach from the north on Red Drive
- Stay right of the cones
- Do not pick up or drop off in the red area
- Pull up to the furthest possible position indicated in green
- Have your child organize his/her possessions before stopping
- Exit to the south; do not make a U-turn adjacent to the school



Area Unsafe for Children



How can you help?

We're so happy you asked!

Join the PTO, be a guest speaker, make a donation, help with a school event... or send us your ideas! Email Emily at Emily.Feaster@greenspireschool.org to join us!



Greenspire Values and Rules

CORE VALUES

Self-Efficacy: Build student confidence and self-efficacy so that each student successfully transitions beyond middle school.

Listen: Wait and listen, rather than interrupt another.

Optimism: Practice optimism. A negative outlook may reflect in the mind, body and spirit.

Trust: Through successful collaborative relationships, students learn to trust one another.

Honor: Honor others' thoughts, wishes and words.

CORE RULES*

1. **Respect Yourself:** Recognize your worth, set healthy boundaries, and treat yourself with kindness. Forgive yourself for past mistakes, learn from them, and move forward with purpose and growth.
2. **Respect Others:** Recognize their individuality, listen to their opinions, and treat them with kindness, empathy, and dignity.
3. **Respect the Environment:** Recognize the world around you, keep noise levels in check, maintain cleanliness, and promote sustainability to create a positive atmosphere for all.

**ANY ACTIONS THAT INTERFERE WITH THESE VALUES AND RULES WILL BE ADDRESSED BY STAFF
AS WE EXPECT THAT ALL GREENSPIRE STUDENTS WILL TREAT OTHERS WITH CONSIDERATION
BOTH INSIDE AND OUTSIDE THE CLASSROOM.**

* Please reference the Student Handbook for the complete code of conduct.

TGS STAFF

Administration

Michael Schramm, Superintendent - michael.schramm@greenspireschool.org

Emily Feaster, Head of School - emily.feaster@greenspireschool.org

Clarita Hoeksema, Dean of Students - clarita.hoeksema@greenspireschool.org

Robin Roche, Counselor - robin.roche@greenspireschool.org

Jill Rowley, Executive Assistant - jill.rowley@greenspireschool.org

Becky Morse, Administrative Assistant - becky.morse@greenspireschool.org

Teachers

Alli Boyer - Math - alli.boyer@greenspireschool.org

Brittany Roeper - Language Arts - brittany.roeper@greenspireschool.org

Claire Alexander - Literature - claire.alexander@greenspireschool.org

Darrin Bergman - Physical Education - darrin.bergman@greenspireschool.org

Emma Moulton - Special Education Assistant - emma.moulton@greenspireschool.org

Erin Fitzpatrick - Outdoor Education - erin.fitzpatrick@greenspireschool.org

Jean Schramm - Special Education - jean.schramm@greenspireschool.org

Kelly Francisco - Social Studies - kelly.francisco@greenspireschool.org

Kris Galoci - Science - kris.galoci@greenspireschool.org

Taylor Gemmell - Special Education - taylor.olson@greenspireschool.org

Terrilee Hazel - Math - terrilee.hazel@greenspireschool.org

Reach Us

231-421-5905, press 1 for middle school

1026 Red Dr Traverse City, MI 49684

SCHOOL

Monday to Friday

8:30am to 3:30pm

Half Day

8:30 am to

The Greenspire School 2023-2024 Calendar

AUGUST 2023

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

16-17 Teacher Planning
28-31 Teacher Planning

FEBRUARY 2024

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

14 Count Day
16 Half Day-Teacher Planning

SEPTEMBER 2023

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

5 1st Day of School
Half Day

MARCH 2024

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1 No School-Teacher Planning
22 End of 3rd Quarter
22-29 Spring Break

OCTOBER 2023

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

4 Count Day
13 Half Day-Teacher Planning

APRIL 2024

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

4 Conferences (Evening)
5 Half day
Conferences (Afternoon)

NOVEMBER 2023

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

3 End of 1st Quarter
9 Conferences (Evening)
10 Half day
Conferences (Afternoon)
22-24 Thanksgiving Break
27 No School-Teacher Planning

MAY 2024

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

10 Half Day-Teacher Planning
27 No School-Memorial Day

DECEMBER 2023

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

22 Half Day
25-29 Winter Break

JUNE 2024

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

11 Last Day of School – Half Day
11 Teacher Planning
12-13 Weather Make Up Days

JANUARY 2024

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1-2 Winter Break
15 No School-MLK Day
19 Half Day-Teacher Planning
End of 2nd Quarter
22 No School-Records Day

Calendar Key

- No School/Holiday
- No School/Staff In-Service
- Half Day
- Conferences
- Last Day of Quarter

Daily Hours

Full Day: 8:30 am - 3:30 pm (MS)
8:45 am - 3:45 pm (HS)
Half Day: 8:30 am - 11:30 am (MS)
8:45 am - 11:45 am (HS)

www.greenspireschool.org

180 days