

**Woodlawn Middle School**  
**14939 Tiger Bend Road**  
**225-751-0436**  
**Baton Rouge, Louisiana 70817**  
**Website ~ [www.woodlawnmiddlebr.org](http://www.woodlawnmiddlebr.org)**



June 16, 2023

Dear Woodlawn Middle Families,

My name is Raquel Metoyer Brown. I am the principal of Woodlawn Middle School. This will be my 18<sup>th</sup> year at Woodlawn and my 8<sup>th</sup> year as principal. I have been in the East Baton Rouge Parish School System for 26 years and in education for nearly 30. I am happy to welcome you to the 2023-2024 school year. We are looking forward to working in partnership with you to ensure that your child grows intellectually, socially, emotionally, physically and creatively. We understand that in order for your child to reach their potential that it will take both home and school. This shared responsibility is essential to your child's success. Each year we have both challenges and opportunities. It is how we prepare for and meet both, that will define us. Students who develop grit and perseverance learn to overcome the challenges, setbacks, and obstacles that they will undoubtedly face at some point in their education. Your help in this development is vital. We ask that you support your child's learning by ensuring the following:

1. Attend school daily and arrive on time, ready for the day's learning experience.
2. Completes all classwork and homework assignments given by the teachers.
3. Reads at least 20 minutes daily to develop a love for reading and to improve literacy skills.
4. Practices math skills daily at home.
5. Reads over science or social studies notes daily at home.
6. Shares school experiences with you so that you are aware of his/her school life.
7. Informs you if he/she needs additional support in any area or subject.
8. Knows that you expect him/her to succeed in school and to prepare for career readiness or college.

I am humbled and honored to have the opportunity to lead a school, with such a rich tradition of excellence, high expectations, and character. We will each get the chance to grow and to learn. We will each get countless opportunities to be kind and show compassion. This is

yet another chance to become the best version of ourselves. Families, please know that your questions and concerns are welcome. Please do not hesitate to ask. Please note that email is the best way to contact administration and staff.

The administrative staff, teachers, and support staff of Woodlawn Middle School are getting ready for our 18<sup>th</sup> year! As we move forward, we will continue to help our students reach their full potential, both academically and socially. Reliable attendance at school is extremely important. All students are to be in their first block by 7:10 a.m. Students who are car riders are best dropped off by 6:50 a.m. As we increase academic rigor in reading, English, math, science and social studies, it is essential that students come to school ready and prepared to learn. This necessitates that students get enough rest each evening and that they complete their assignments. All students will be encouraged to exemplify the core values of respect, responsibility, perseverance, courage, and sacrifice. Resilience is key in all academic success.

Students who do the following will be successful. It is important that students accept personal responsibility for their academic success. Students are to manage their time and do their best in every class, even classes that may not come as easy. Students are to be present in each class and prompt. Students are to believe in their ability to learn and grow, and to work to have a growth mindset. Students should never give up on themselves. Persistence in difficult tasks is necessary and key to success.

Students will continue to use Tier 1 Resources. The Tier 1 materials are aligned with the state content standards. Tier 1 materials exemplify high quality. We will continue to use Eureka in math and My Perspectives in English Language Arts. The school wide goal is to continue to help each teacher enhance their teaching strategies and understanding of how students learn, so that each student will reach their learning potential. If we accomplish these goals, we know that we will be able to continue to improve student learning and academic achievement. It is vital that all students have the skills necessary to achieve and excel in high school and beyond. Middle school is an extremely important bridge to high school. As students reach their potential, we are very confident that the School Performance Score will also improve as a result. Parents, we will need your help. It is of the utmost importance that you ensure that your child comes to school daily, on time, and is prepared with school supplies and text books. It is equally important that you encourage your child to be an integral part of their lessons by participating in class and by helping to ensure your child is completing assignments and home work each and every day. Parents and care takers need to be involved by helping their child with these requirements, by monitoring their progress through the use of the student planner, checking the student progress center for grades and checking Google Classroom to view assignments. Parents we will need your help. Woodlawn Middle School, in partnership with students and parents, will reach the school wide goal!

### **Expectations for Students**

- Students will come to school every day ready to learn.
- Students will be on time for class.
- Students will believe in their ability to succeed. (Work to have a Growth Mindset)

- Students will take personal responsibility for their own learning.
- Students will work to the best of their ability at all times.
- Students will show determination and grit and not give up on themselves.
- Students will live the Five Core Values of Woodlawn Middle School. (Respect, Responsibility, Courage, Sacrifice, and Perseverance)

Our expectations are high for each of our students. There are also high expectations for administrators, teachers, paraprofessionals and office staff to provide a quality education in all aspects of our students' lives. Children learn by example. We believe that, "Excellence is never an accident!"

### **Student Academic Goals**

- Students will score Mastery or Advanced or meet their Growth to Mastery Target on the LEAP test.
- Students will grow at least one to two reading levels each school year.
- Students will give their best effort at all times and complete assigned tasks on time.
- Students will develop effective study habits.
- Students will ask for help when needed.
- Students will participate in class discussion.

### **School Academic Goals**

- Improve the School Performance Score
- Meet all the requirements of an 'A' school
- Increase the number of students scoring Mastery on the LEAP 2025 test
- Increase the number of students meeting their growth to Mastery target
- Create and maintain an environment of academic excellence
- Reduce the number of students scoring Approaching Basic on the LEAP 2025 test
- Reduce the number of students scoring Unsatisfactory on the LEAP 2025 test
- Increase the number of students scoring proficient on the ELPT test
- Demonstrate steady progress on ANet Assessments
- Increase academic achievement in all subgroups, especially the ELL subgroup and the students with disabilities subgroup.

### **Student Behavior Goals**

- Students will demonstrate respect for people and property.
- Students will treat each other with kindness. •
- Students will only touch other people's property with permission.
- Students will take personal responsibility for their words and actions.
- Students will make good choices. (Improve decision making)

## **School Behavior Goals**

- Work to consistently improve Restorative Practices
- The consistent implementation of the five core values. (Respect, Responsibility, Courage, Sacrifice and Perseverance)
- Increase acts of kindness from student to student, teacher to student and student to teacher
- Reduce the number of suspensions
- Reduce the number of expulsions
- Provide a safe environment that fosters positive character and accountability.
- Follow PBIS with fidelity. (Recognize and reward positive behavior.)

Thank you so much for taking the time to read this letter!

Sincerely,

Raquel Metoyer Brown

## **East Baton Rouge Parish School System Grading Scale**

100-93 A - Outstanding Achievement

92-85 B - Good Achievement

84-75 C - Satisfactory Achievement

74-67 D - Minimum Acceptable Achievement for Passing

66 and below F – Failing

**Orientation will take place July 19<sup>th</sup> for 6<sup>th</sup> graders from 8:00 – 9:00 a.m. Orientation will take place July 20<sup>th</sup> for 7<sup>th</sup> grade from 8:00 – 9:00 a.m. and for 8<sup>th</sup> graders from 10:00 – 11:00 a.m.**

# From Atlanta Metropolitan State College Keys to Academic Success

<https://www.atlm.edu/academics/keys-to-academic-success.aspx>

## Accept Responsibility

Remember that you alone are responsible for your academic achievement. Your teacher is your guide and your classmates may help you to understand your assignments; however, you are responsible for your own success.

## Discipline Yourself

Discipline yourself to study every day at least two hours or until you understand your assignment. Study to know and to understand, not merely to get a particular grade.

## Manage Your Time

Manage your time well, so that you allow time for your personal responsibilities and time to study. Remember procrastination is a subtle thief that will steal your academic success.

## Help Yourself Then Ask for Help

If you are not keeping up in class, do all that you can do to help yourself to improve your academic performance. (For example: increase your study time, form a study group, and study with a partner.) If you continue to experience difficulty, make an appointment with your teacher to talk about your academic performance.

## Be Present and Prompt

Avoid being absent or tardy. You are required to attend classes from the first day that classes begin for the semester. Good attendance will give you first-hand knowledge of your teachers' comments and responses to questions.

## Do Your Best

Only your best is good enough. Strive for "A's" and "B's," even if you have never earned "A's" and "B's"

## **Diligently Work Until the End**

Do not slow down after mid-semester. Work harder than you did at the beginning of the semester. Sustain your hard work until the end of the year.

## **Stay Focused**

Focus on your academic goals. As far as possible, eliminate negative influences and distractions that may prevent you from reaching your goal.

## **Don't Quit**

# **Attendance Matters!**

Students must meet state attendance requirements by attending a minimum of 160 days in order to be promoted to the next grade!

## **The ABCs OF Student Success**

### **A is for ATTENDANCE**

“Attendance is a critical factor in any child’s school success. Children should attend school every day, except in cases of illness or emergency. It is impossible to replace the learning that happens on any school day with make-up work. Regular attendance and promptness are good habits that are expected and appreciated at all levels of schooling and in the workplace. This year, make school a priority in your household. Commit to excellence in attendance. Your child’s future depends on it.”

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- Regular school attendance, in addition to being required by State Law, is essential to a student’s progress.
- When a student is absent, it is necessary for the student to bring a note from a parent/guardian upon his/her return stating the reason for the absence(s). Written excuses must be on file before an absence can be certified as excused.

# Important Dates



July 24-27 School Leadership Institute for Administrators

July 18 New Teacher Orientation

July 19 – 6<sup>th</sup> Grade Orientation

July 20 – 7<sup>th</sup> & 8<sup>th</sup> Grade Orientation

August 1-8 Teacher In-Service

August 9 First Day of School for Students

?August 31 Open House

September ? Open House

September 4 Labor Day

September 20 Early Dismissal

October 12 Professional Development

October 13 & 16 Fall Break

November 17 District Professional Development

November 20-24 Thanksgiving Holiday

December 12-15 Exams

December 13-15 Early Dismissal

December 18- January 3 Winter Break

January 4 Teacher In-Service

January 5 Students & Support Staff Return to School

January 15 Dr. Martin Luther King Jr. Holiday

February 9 District Professional Development

February 12-14 Mardi Gras Holiday

March 29 – April 5 Spring Break

April 15 – May 17 LEAP Assessment

May 16-21 Final Exams

May 20-22 Early Dismissal

May 22 Last Day for Students

May 23 Last Day for Teachers