Communication in the Middle Schools

- Dashboard
- Email Blasts
- Mellon Homepage
- Classroom Teachers
- School Counselors
- Assistant Principal and Principal
- PTA President
- PTA Mellon Memo
The Average Day

• Homeroom and Announcements

• Lockers and Combinations

• Cafeteriа
  – Accounts
  – Food Choices
Schedules

- 8 Periods (44 minutes)
- 30 min Lunch
- Teams
- World Language
- Team Time
- Music Selection
- Phys. Ed.
- Unified Arts
  - Health, BIT, Art, Ac. Lab
Course Request Process

- Course Request Window: 1/25 – 2/4
- Login to Dashboard
- Click the Course Selection icon from the menu bar to begin. If you do not see this icon, the course selection period may have ended or has not begun.
Course Request Process

6th Graders will need to make 3 selections: Math, Music, World Language

Open Course Request pop-up window.

Course Requests complete for this group.

Number of required course requests not yet met.
Course Request Process

- Once all course selections are complete, no red exclamation points should appear on the Course Selection screen.
- Click the **Submit** button at the bottom of the page to submit all course requests for the next school year.
- Course selection changes can be made and submitted in dashboard until 8 a.m. on 2/4. Requests for changes after 2/4 must be submitted in writing to administration or guidance.
- All students must complete the online course request process. If your child has an IEP, his or her class schedule may change based upon decisions made at the spring IEP meeting.
Mellon Middle School PTA

Melissa Bailey – Mellon PTA President

stephen.bailey@mac.com

(412) 341-0320
PTA Programs and Services

- Arts in Education/Reflections
- Student Directory
- Cultural Arts Assemblies
- Book Fair
- Library Enhancement
- Music Adjudication
- Test Week Mints
- Picture Day
- Newsletter
- Writing Lab
- Career Day
- 8th Grade Recognition
- Team Enrichment
- Angel Fund
Mellon Memo

- Sunday evening e-mail
- Day rotation
- Current and upcoming events
- Mellon, School District and Community news
- Links

Watch your school newsletter for a link to the Mellon Newsletter!
Fundraising

Did you know that it costs our PTA around $25 per child, on top of membership dues, to provide our services?

PTA has eliminated traditional fall fundraisers and instead funds services through parent donations.

**Mellon Middle School still conducts a Student Activities Fundraiser in the fall to raise money to support many school sponsored programs and field trips.**
May 2019
5th Grade “Visitation Day”

5/29 – Foster
5/29 – Washington
5/31 – Markham
5/31 – Howe

August 2019
Parent/Student Orientation (tentative 8/15/19)
“Walk your Schedule Day” (tentative 8/23/19)
Final Thoughts

• Supply lists available through our website over summer
• Contact Mellon directly to make changes to course selection
  – E-mail puts it in writing