



LEONIA MIDDLE SCHOOL  
500 BROAD AVENUE, LEONIA, NJ 07605

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March 28, 2018

Dear Parents and/or Guardians:

LMS Portfolio courses offer a rigorous academic experience designed for those students who are interested in a particular area of study and who are eager for the accompanying demands and special challenges these classes provide.

Any student with grades of B+ or better in marking periods one and two, and who expect the same B+ or better in marking period three is eligible to submit an application for those subject areas.

The percentage base for the selection process is based on this year's class grades (25%), Measuring Adequate Progress (MAP) test scores (25%), teacher recommendations (25%), and performance task per subject area (25%). After reviewing the application criteria with the Leonia Middle School Leadership Team, students will no longer be asked to write a separate universal cover letter.

Note: If you are currently in a Portfolio class you must submit an application for the new school year if you wish to be considered for Portfolio scheduling. Prior placement in Portfolio classes has no bearing on future scheduling. There is no application for Math Portfolio classes. As with all course placements, if a child is struggling in a Portfolio section, we will consider adjusting that child's schedule to better meet their educational learning needs.

The application process for the Portfolio Program is as follows:

- Students must submit a Portfolio application no later than April 13. Applications received after April 13 will not be accepted or considered.
- Performance task assessments for Language Arts, Science, and Social Studies will be given during school hours the week of May 7 at LMS & EVG, and the week of May 21 at ACS.
- Applications will be reviewed, along with student grades, MAP scores, teacher recommendations, and performance task assessment results prior to making placement/scheduling decisions.

Applications must be submitted, in hard copy, to the LMS, EVG, or ACS office. The application is attached to this letter and can also be found on the LMS website at [lms.leoniaschools.org](http://lms.leoniaschools.org) under the Students, Parents, Community' button.

Also attached is a sample of the rubric used by LMS faculty to complete their recommendations. This is for your reference only, and does not need to be included in your child's application. Students are not to ask teachers to complete the recommendation form. These forms will automatically be sent by teachers after an application is submitted.

Sincerely,

David Saco  
Principal

*Leonia Middle School a caring community dedicated to respect, honesty, and learning.  
Recognized as a School to Watch.*



Student Name: \_\_\_\_\_ Current Grade: \_\_\_\_\_  
 Teacher: \_\_\_\_\_ Applied Program: \_\_\_\_\_

**Portfolio Recommendation Form**

Participation/Discussion	1 Never participates in class discussion	2 Very little participation in class discussion	3 Occasionally participates in class discussion	4 Frequently participates in class discussion	5 Always participates in class discussion
Critical Thinking	1 Critical thinking is a problem	2 Is a below average critical thinker	3 Is an average critical thinker	4 Is a good critical thinker	5 Is an outstanding critical thinker
Homework Production	1 Never does homework	2 Frequently misses a homework assignment	3 Occasionally misses a homework assignment	4 Rarely misses a homework assignment	5 Never misses a homework assignment
Passion for subject material	1 Never goes above and beyond	2 Rarely goes above and beyond	3 Occasionally goes above and beyond	4 Frequently goes above and beyond	5 Always goes above and beyond
Writing	1 Writing is a problem	2 Is a below average writer	3 Is an average writer	4 Is a good writer	5 Is an outstanding writer
Group Work	1 Does not work well in groups and may often exhibit off task behavior	2 Reluctantly works or collaborates in a group.	3 Participates, but does not fully collaborate or share ideas freely with other group members	4 Works well in a group and collaborates with others in a group	5 Works well in a group, collaborates with others and shows leadership in group work
<b>TOTAL</b>					





**Leonia Middle School**  
**Portfolio Application**

Minimum qualification for any portfolio is a B+ or better for marking periods 1, 2, and 3 (MP1-MP3) this year. Any application will be dismissed for any grades under B+. There is no application needed for Math Portfolio.

\**Current School/Grade:* \_\_\_\_\_

\**Application for (circle all classes to which you are applying):*

Language Arts Portfolio

Science Portfolio

Social Studies Portfolio

\**Full Name:* \_\_\_\_\_

Please contact the LMS office with any questions.

Due date: Friday, April 13, 2018.

Submit to the ACS, EVG, or LMS main office.

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