

St. Jane Frances de Chantal Middle School

Daily Classroom Procedures

START OF THE DAY:

- Morning Assembly (Please, make a space in the breezeway.)
- Door opens after assembly.
- Teacher greets student. Student greets teacher.
- Surrender cell phone in designated area.
- Prepare to switch to first class.

TRANSITIONING TO/FROM RECESS/LUNCH

- Find and sit in “home” seat (Level).
- Materials out for scheduled subject.
- Settle down and stand for prayer: “I will continue, Oh my God, to do all my actions for the love of You.”
- Wait for teacher instruction.

DURING THE CLASS PERIOD

- Raise hand if you would like the teacher’s attention.
- Be productive.
- Remain in your seat unless told otherwise.

CLASSROOM BEHAVIOR:

- Classroom norms are posted for each class.

END OF CLASS

- Pack up materials.
- Clean area up.
- Please remain by your seat until you are dismissed by the teacher.

END OF THE DAY

- Student in classroom until parent/guardian comes to pick them up from their homeroom.

Raising Your Hand

Raising your hand indicates that you would like my attention. Please hold all questions until ALL instructions have been given out. Once you are working independently or within groups, please feel free to raise your hand at any time as long as questions and/or comments are related directly to the task at hand. Otherwise, please hold your thoughts and speak to me after class, at the end of the day, or the very next morning.

Restroom Use (Pause)

I ask that you wait until all instructions have been given before leaving the room to use the bathroom. There are no bathroom privileges the first 10 minutes of class or the last 10 minutes of class. When leaving the room to use the bathroom, please raise your hand with bathroom signal, find your ID tag and place it in the pause area of the board. Only 1 person should leave the classroom at a time, so if someone else is out of the classroom, please wait until they have returned to ask for permission. When you have returned, place your ID tag back to your “level” seating.

Group Work

During lessons there will be opportunities to work in pairs/group. Sometimes I will allow students to select their partners, while other times I will be assigning students to pairs/ groups.

I ask that everyone respect one another when working together. Please do not express disappointment or disapproval of other students within the class. In addition, all students are expected to contribute to the activity with no one person taking charge of the entire group, and no students relying on other students to do all the work.

Grade Scale

97-100 = A	75-79 = C
93-96 = A-	70-74 = C-
90-92 = B+	67-69 = D+
87-89 = B	64-66 = D
85-86 = B-	60-63 = D-
80-84 = C+	60-Below = F

Skills Grades

✓ = Area for Improvement
+ = Area of Strength

Grading Policy

Each trimester, there will be formal tests, quizzes (announced and unannounced), warm-up activities, class work, projects, and homework assignments. There will also be other types of informal assessments to periodically check for understanding. STAR assessments will also be administered throughout the year. Your student's grade will be broken down as follows:

- Tests 30%
- Quizzes 20%
- Class work 20%,
- Projects 20%
- Homework 10%.

Grades will be updated at the beginning of each week on SchoolSpeak. If you do not know how to access SchoolSpeak, please visit the main office and they can provide you with parent's access information.

Homework

Completing homework is essential to success in any subject. Expect homework in Handwriting every day. Science and Religion will have homework from time to time. Homework is not a punishment, but a valuable tool to help your student succeed. Homework will make up 10% of your student's grade. All assignments should be labeled with the student's first and last name, date, teacher's name, and assignment title in cursive.

Parents, your child will receive written and/or oral directions for all class work, homework, and tests. Homework listings will be available digitally on students' Schoology site and SchoolSpeak site.

Preparedness/Required Materials

Students are expected to come to class prepared every day with their homework, workbook, notebook, and pens. Bringing the listed materials, completing all assignments, and a willingness to learn and participation is crucial for success.

Absences

Excessive absences should be avoided. In the event of an absence, the student is required to make up class and homework assignments. Any student that is absent should check with me immediately upon their return to school. Please, avoid using class time as the moment to check with me. Make up work will only be granted with a parent/guardian signed written excuse slip.

Extra Help

If any student feels he/she needs extra help, has any questions, or needs to stay after school to make up work from an absence, they are encouraged to see me.

Behavior Expectations

- Do things that will not prevent me from teaching, nor you or others from learning.
- Respect yourself, others, and your school.
- Be responsible.
- Listen.
- St. Jane Frances de Chantal Student Handbook

Violations Of The Above Behavior Expectations Will Result In One or More Of The Following Consequences:

- Warning
- Parent Contact (note, phone call, or email)
- Parent/Principal Meeting

Consequences will be given out on an individualized basis according to the violation that has occurred, the severity of the violation, and how often the violation has been a problem within the classroom.

WORK HABITS (Pays Attention, Follows oral directions, Follow written directions, Stays on Task, Works neatly, Completes classwork on time, Participates in class, Brings materials in class, On time from recess/lunch)

BEHAVIOR (Respects rights of others, Respects property of others, Respects opinion of others, Respects authority, Shows courtesy, Cooperates with others, Accepts responsibility, Follows school rules, Follows classroom rules, Follows playground rules, Follows dress code, Responds to correction)

Topics/Standards

Religion: Scripture/Christian Life, Sacraments/Worship, Morality/Social Justice, and Christian Faith & Practice

Science: Next Generation Science Standards (NGSS)

SCIENCE (6)	SCIENCE (7)	SCIENCE (8)
<ul style="list-style-type: none">• Earth's Place in the Universe• Earth's Systems• Earth and Human Activity• Engineering Design	<ul style="list-style-type: none">• Matter and Energy in Organisms and Ecosystems• Interdependent Relationships in Ecosystems• History of Earth• Earth's Systems• Structure and Properties of Matter• Chemical Reactions• Human Impacts• Engineering Design	<ul style="list-style-type: none">• Growth, Development and Reproduction of Organisms• Natural Selection and Adaptations• Space Systems• History of Earth• Forces and Interactions• Energy• Waves and Electromagnetic Radiation• Human Impacts• Engineering Design

Students and Parents/Guardians,

Please fill out the information requested below and sign, indicating that you have read and are aware of the policies of the St. Jane Frances de Chantal Middle School. Please return this form to your homeroom teacher. Please return the following signed forms to me. Please keep the remainder of the syllabus for your records. This is your first HW assignment and is worth 5 points (Religion).

Student

I, _____, have read and understand all of the information.
(Print full name please)

Student signature

Date

Parent/Guardian

I, _____, have read and understand all of the information.
(Print full name please)

Parent signature

Date

I'm looking forward to communicating with you by email, please provide your email address below. Please, also make sure that you are connected to SchoolSpeak to view grades and view correspondence via email and/or newsletters. Thank you.

Email address: _____

Phone Number (prior to 3 p.m.) _____

Phone Number (after 3 p.m.) _____

PG Movie Permission Slip

At times throughout the school year we will be using movies in class to supplement lessons. These movies have the possibility of having a rating of G or PG (parental guidance). Archdiocese regulations require teachers to have parental permission to show any movies rated over G in class. By signing this permission slip you are allowing your child to watch a PG rated movie in class. If you have any questions please feel free to contact us.

Thank You,

Mr. K. Gorney

Mrs. R. Ozsvath-Sandoval

Mrs. L. Valero

Please check one:

I give my child permission to watch PG rated movies in class.

I do NOT give my child permission to watch PG rated movies in class.

Parent signature

Date

St. Jane Frances de Chantal Middle School Classroom Technology Use Contract

Please, read and understand each pledge.

Student's pledge for using technology in the classroom:

1. I will use all classroom devices carefully and respectfully to avoid damaging them. If a device is damaged when I receive it or becomes damaged while I am using it, I will notify the teacher immediately.
2. I will not change the settings on any classroom devices.
3. I will not use classroom devices to play games, surf, Tweet, text, or use applications other than those designated for a specific educational purpose by the teacher.
4. If I bring my own device, I will be completely responsible for it. I will not use it to play games, surf, Tweet, text, or use applications other than those designated for a specific educational purpose by the teacher.
5. I will abide by all St. Jane Frances de Chantal "Acceptable (Technology) Use Agreement" rules.

Furthermore, I understand that to have technology rights, I have to be responsible in my actions as well.

1. I will remember that not all people have access to or utilize technology in the same way. I will treat all of my classmates respectfully and kindly no matter what their options and access to technology are.
2. I will tell my teacher if I come across any information online that makes me feel uncomfortable.
3. I will not respond to any messages that are mean or make me feel uncomfortable. If I receive any messages like that, I will tell my teacher right away.
4. I will not share or publish my last name, address, telephone number, or other identifying information online.
5. I will treat others the way that I wish to be treated when using technology. I will keep in mind that my technology use affects others.
6. I will be a responsible online citizen and not do anything that hurts other people or is against the law.
7. I understand that using technology in the classroom is a privilege that may be revoked.

Contract adapted from the brochure "Child Safety on the Information Highway" by Lawrence J. Magid

I have read and understand all of the information. I will follow the practice of being a responsible digital citizen.

Student's Printed Name

Student signature

Date

Parent's Printed Name

Parent signature

Date