

## 8 th GRADE INFORMATION SHEET (8-3) 2016-2017

Dear Parent, below you will find the practices, procedures and expectations for the 8th (8-3) Team at Navo Middle school. Please read and discuss with your student(s)

**Agenda:** The weekly agenda will be posted every Monday for the students to copy when they enter the classroom and will remain on the board through the end of the day on Friday.

### **Classroom Expectations:**

1. Enter the room quietly, promptly and be seated in assigned seat.
2. Copy the agenda.
3. Begin bell work/warm-ups immediately.
4. Get materials ready and organized for lesson. (See agenda to prepare)
5. During class, raise your hand and wait to be recognized.
6. Remember, the teacher dismisses the class. Do not begin packing up until class is through and you've been instructed to do so.
7. Clean desk and surrounding area before leaving classroom.

**Absences:** Students are expected to complete work in the time prescribed in the student handbook. Students who have been absent should write down the agenda and check the teacher-designated area for make-up work for any handouts or additional instruction. Students are responsible for making arrangements with the teacher to take any missed test.

**Discipline:** Navo Middle School has a school-wide Discipline Plan in order to empower students, teachers, parents, and administrators in proactive intervention strategies that are consistent and effective. Student detentions may be held before school or after school. Parents will be given notice for these situations and are responsible for providing transportation.

The following details discipline for minor infractions (You may reference Navo Middle School Handbook for additional information).

- First Offenses: Verbal Warning
- Second Offense: Parent Phone Call (detention scheduled by teacher)
- Third Offense: Detention 30 min (Before or after school), Consult with Counselor, and Parent Phone Call
- Fourth Offense and any after: Immediate Office Referral and Parent Phone Call

**ID Policy:** It is advised that parents may want to purchase an extra ID for the student to keep in case an ID is lost to avoid an ID offense. Each time a student is caught without their ID, the following procedure will be followed:

- Student will be asked to put on their ID.
- If the student does not have an ID, they will either be sent to the library to purchase an ID, call home to ask a guardian to bring it to the school, or they will have to wear a temporary ID. A temporary ID will result in an ID violation. Students are allowed three "free" violations.

### Tardy Policy:

Navo's campus wide tardy policy will be followed. Teachers are responsible for marking students tardy in the system if a student enters the classroom after the tardy bell has rang (past 8:20). Please note, all special circumstances will be taken into consideration. Detentions for extensive tardys will be held during lunch. Students have a 4 minute passing period between classes. Time spent at lockers should be minimal.

### Morning/Before School Expectations:

- Students are to enter the building through the designated area (North entrance for car riders, walkers, and bike riders) Bus students will enter through their academic wing.
- Students will remain in their designated hallways (**8-3 students will be in the 7-1 hallway**) until the first bell rings.
- Students eating breakfast will enter the cafeteria from the outside not through the academic wing.

### Grades:

- Formative assessments (daily work, homework, etc.) will not be scored; however, completion of formative assessments may have a direct effect on summative grades. Thus, students are still required to complete all formative assessments. (<http://www.dentonisd.org/Page/60385>) see DISD Grading Policy
- Summative grades (tests, quizzes, projects, etc.) will be graded. There are two types of summative grades. o Major summative – 60% in regular classes (AP/Pre AP – 70%) o Minor summative – 40% in regular classes (AP/Pre AP – 30%)
- A reassessment is permitted on any assignment as long as the student has completed the Navo Reassessment Contract and has satisfied all the teacher's reassessment requirements.
- **Students have 10 days from the date that the test is given back to complete any required assignments and to reassess.**

### Cell Phones:

Student cell phones should be turned off during class (even if it is in their backpack) – unless teacher have given permission for use. Students whose cell phone is taken up due to class interruptions will have to pick it up in the front office and pay \$15.00.

### Backpacks

Students may have the option of a locker (they are limited); however, the student will be carrying their belongings with them from class to class if there is not one available. Please encourage your student to pack lightly (or use a string backpack) - teachers do not have a lot of storage space for huge backpacks!