

Course Description:

I. Course goals

This one-year course is designed to give students insights on how they learn and how they can take control of their own learning to improve their grades. Students will receive instruction to strengthen their understanding and integration of ideas and skill contained in content lessons. This course is one of the explorations' optional components for 6th, 7th and 8th grade students. The course goals are as follows:

- a. To identify personal learning styles.
- b. To develop a personal study plan.
- c. To develop and expand specific study strategies.
- d. To improve listening skills.
- e. To develop note taking and memorization skills.
- f. To improve independent work habits.
- g. To promote the appreciation of content area reading through study techniques.
- h. To expand test-taking skills.

II. Course content and time schedule (sequential)

- a. Number Concepts: Number Theory and Fraction/Decimal Concepts
- b. Integers: Introduction to Integers and The Coordinate Plane
- c. Expressions & Equations: Properties of Operations, Writing and Solving Equations and Solving and Graphing Inequalities.
- d. Ratio & Proportions: Ratio and Unit Rates, Proportional Reasoning and Percents.
- e. Geometry: Angles and Triangles, Area and Perimeter of Polygons, Polygons on a Coordinate Plane, Nets and Surface Area, Volume.
- f. Data Analysis: Summarizing Data Graphically, Measures of Center, Measures of Variability.

III. Course activities

Quizzes	Classroom assignments	Daily Participation
Prime Time	Grade checks/progress	
ALEKS/Online Learning (internet access will be needed, either at home or before/after school)		

IV. Evaluation

a. Criteria for arriving at students grades -

- i. Summative Assessment: Quizzes and assignments given to assess student understanding after practice are the most accurate means of evaluating mastery of a standard(s). **20% of your child's overall grade will be based on these types of summative assessments.** If your child receives a C or below, he or she may attend math lab to retake the assessment.
- ii. Formative Assessment: Grade checks, homework, prime-times, notes, class assignments and individual/group participation are designed to provide practice and help your child develop an understanding of a standard(s). **80% of your child's overall grade will be based on these types of formative assessments.** These assignments provide the practice and feedback needed to reach mastery.

Summative Assessments:	Tests, quizzes, projects	20%
Formative Assessments:	Grade checks, prime times, class assignments, participation	80%

b. Semester exams will be worth 20% of the SEMESTER grade

- i. Semester exams will not be administered early. Students who are absent may make-up their exams on the district approved make-up day.

Semester grades: Quarter 1 – 40%
 Quarter 2 – 40%
 Semester Exam – 20%

c. Explanation of student grades

A 100 – 90%
B 89 – 80%
C 79 – 70%
D 69 – 60%
F 59 and below

d. How and when students will be advised of their grades

- i. Parents and students are urged to check the Infinite Campus Portal for grades regularly.
- ii. Updated student grades will be posted in the classroom each week. Students will be encouraged to check their missing assignments or redo assignments and quizzes they have scored low on.
- iii. Unsatisfactory Notices – mailed six weeks after the start of a new quarter.
- iv. Report Cards every quarter.

e. Citizenship/behavior expectations

Students will respect the rights of others and accept responsibility for their own behavior and learning. Below is the scale for citizenship. All reports of misconduct will be documented in my grade book so both the students and parents are aware of citizenship progress via parent link.

*Note: Leavitt Middle School wide rules; dress, hands-off policy, etc. will be enforced at all times.

0-2 Outstanding Behavior

- Demonstrates self control
- Follows directions the first time given; comes to class with proper supplies; listens attentively; ready to start on time
- Works hard, takes initiative; asks for help when needed
- Does not disrupt class or cause distractions
- Frequently goes out of way to help other students
- Actively participates in class discussions

3-5 Satisfactory Behavior

- Frequently demonstrates self-control
- Follows directions; comes to class with proper supplies; good listener; frequently asks for help when needed;
- Hardly ever disrupts the class
- Demonstrates a willingness to help other students
- Frequently participates in class discussions

6-8 Needs Improvement

- Usually pays attention in class, often distracts or is distracting to other students
- Seldom follows directions the first time given; often distracts or is distracting to other students; listens inconsistently
- Stops distracting others only when reminded repeatedly
- Rarely participates in class discussions

9 + Unsatisfactory Behavior

- Rarely pays attention in class; often distracted or is distracting others
 - Does not follow directions; seldom prepared with materials or work; does not listen to adult directions or advice
 - Must be personally reminded to focus on classroom activities; seldom asks for help relevant to classroom tasks
 - Rarely appears engaged in learning
- f. Late Work policy – **If a student does not complete any assignment (for reasons other than an absence), they will be assigned a make-up work detention the following school day from 3:30 to 4:25 EVEN if they turn the assignment in the next school day.**
- g. Test retake policy – **A student may only retake a test if 1) all assignments have been turned in 2) the student has asked for help, clarification, or exhibited evidence of further studying and a further mastery of the subject matter.**

V. School-Wide Rules

- a. Follow directions quickly.
- b. Raise your hand for permission to speak.
- c. Raise your hand for permission to leave your seat
- d. Make SMART Choices: Kindness, Leadership, Courage, Invincible Grit, Creativity
- e. Work hard to do your best for your teachers and parents at all times.
- f. **◆Keep your eyes on the target. ◆**

VI. TARDY POLICY – Progressive Steps

- a. 1st Tardy – Warning & Parent Phone Contact
- b. 2nd Tardy – Warning & Parent Phone Contact
- c. 3rd Tardy – Non-TRS RPC
- d. 4th Tardy – After School Detention
- e. 5th Tardy – In-House Suspension (IHS)
- f. 6th Tardy – Required Parent Conference – RPC/Tardy Contract
- g. 7th Tardy – IHS/parent and student meet with the principal

VII. BEHAVIOR- Progressive Discipline

- a. 1st Incident – Verbal warning
- b. 2nd Incident - Parent contact by teacher
- c. 3rd Incident – Written contact to parent
- d. 4th Incident – Counselor referral
- e. 5th Incident – Deans' referral

VIII. Supplies needed for this course:

- Two 70-page spiral notebooks (1 per semester)
- #2 pencils (mechanical pencils are fine) are used for ALL CLASSWORK & HOMEWORK

*All other classroom supplies including calculators, rulers, protractors, scissors, color pencils, highlighters, and compasses are provided so your child will not need to purchase these items.

IX. Utilizing technology to learn - At Leavitt, we want to encourage the daily use of technology in and out of the classroom to further enhance the educational experience. As such, Leavitt will be providing

students with individual devices in all grades to utilize in class and at home. Students will also be provided with a Google email address to correspond with their teacher and classmates on projects, as well as to turn in assignments. Students may choose to utilize their own electronic tablets (iPads, Kindle Fire, Samsung, etc.) cell phones, laptops, and reading devices for educational purposes. Please be reminded that your student is responsible for the safety of their personal device and must utilize the district's Wifi to ensure their internet safety. All use of these devices will be for educational purposes and must be approved by the individual teacher.

X. Teacher's hours of availability:

The best way to reach me is by email: shephaj@nv.ccsd.net

I am available Monday – Friday during the hours of 8:35 – 8:55 a.m. by appointment, after school from 3:21 – 3:41 p.m. or by arranging a conference through the counselor's office at 799-4699. For students, notice in advance is appreciated so that I can assure I am in the classroom and my schedule is free of meetings or appointments.