

## Mrs. Bell's E.L.A. Classroom Policies & Procedures

*"Reading should not be presented to children as a chore, a duty.*

*It should be offered as a gift." Kate DiCamillo*

August 2022

### WELCOME!

I am glad to welcome you to Montford or welcome you back. You are now entering the world of 8<sup>th</sup> grade. Because all of you have many special talents and unique gifts, come prepared each day to complete **quality work** in an atmosphere where learning language skills is important, but learning to be the best you is even more important.

### CURRICULUM

Our language arts studies will be based on the Florida B.E.S.T. Standards. Throughout the 2022-2023 school year, we will concentrate on the following areas: fiction and nonfiction literature, types of fiction, short stories, drama, reading skills and learning strategies, the process of writing (both creative and demand), grammar, concentrated vocabulary, critical thinking skills and organizational strategies.

### GRADING

Your academic grade will be based on the average of your grades earned each nine weeks. Graded assignments will be weighted according to their importance. Completed assignments are very important, but I will also judge the **quality** of your work. Homework, classwork, and participation assignments make up 30% of your grade, while tests, projects, quizzes and other assessments make up 70% of your grade. Grades are earned in a variety of ways. Your grades will be earned from class and group participation, tests, projects, homework, classwork and bell work/warm ups. **Points will be deducted when work is not turned in on the due date assigned.** Progress reports detailing your grades may be available throughout the year upon request, and you may also access your current grade via Focus: Parent Portal at any point.

### HOMEWORK, TESTS & PROJECTS

You will be responsible for completing any work not completed in class, writing compositions, as well as studying and reviewing for upcoming tests. Homework may also include long-term projects in which you will need to set reasonable goals in order to accomplish the tasks and meet your projects' due dates. A designated area of the whiteboard will be updated weekly showing the week's assignments. Any work turned in after the due date will receive half credit. Two weeks after the assigned due date, the assignment will no longer be accepted. Tests must also be made up no later than 2 weeks after the test is issued, otherwise the test will turn into an automatic zero and cannot be replaced. It is important to remember to keep graded assignments saved on your device or in your folder; this work can often be used as a study tool for future tests and 9 weeks assessments.

### CITIZENSHIP

Your citizenship grade will be determined by the choices you make as a student in the classroom as well as on campus. The rules and expectations laid out in the student handbook will be strictly enforced in my classroom at all times with all students. Chewing gum will not be tolerated in the classroom. Any electronic devices (aside from the district approved Chromebook) that are seen or heard in the classroom will be confiscated and turned in to the office to be picked up by a parent or guardian. Students are expected to respect the classroom as a place where all students have the right

to learn without interruption. Respect for yourself and others is extremely important; I will not tolerate disrespect towards myself or other students. Issues concerning citizenship are recorded. I keep a current citizenship category in the gradebook so you will be aware. Breaking a class or school rule will cause your citizenship grade to be lowered.

**\*\*Remember, above all else, respect yourself, your peers, your teacher and your classroom.\*\***

## ABSCENCES

Daily attendance is required for all students. If you should miss my class, you must make up your missed work. It is your responsibility to check the weekly assignment schedule on the board and on my Canvas homepage under "Weekly agenda" upon your return to school to see what you missed while you were out and/or ask a fellow student for any notes you may have missed. You will be given 1 extra day to complete and turn in work for each day's absence. When you turn in absent work, please remember to write the date it was turned in and the date you were absent at the top, otherwise the assignment will be graded as late. If you are submitting late work electronically, you need to send me an email notifying me that the assignment is ready to be checked. See the late/make up work email template on my Canvas homepage under "Announcements." You must arrange with me a date and time to make up any missed tests or quizzes, but these tests must be completed within a 2-week period. **Zeros are earned when work is not made up.**

## SUPPLIES

You should come prepared to class each day with your School Chromebook charged, your charging cord, your language arts folder, an agenda book or planner for due dates, paper, appropriate writing utensils and any other texts that I have informed you of. **\*\*A consequence of not being prepared for class may be a lowering of your citizenship grade. Remember, my job is to prepare you for high school; responsibility is key.\*\***

I am looking forward to a successful year as we work together to ensure that you are ready to meet the challenges of high school. If your parent or guardian has any questions or concerns, the telephone number at school is (850)412-8900. Also, my e-mail address is [bellj2@leonschools.net](mailto:bellj2@leonschools.net). E-mail is the easiest and best way to contact me.

\*Please read over this form with your parent or guardian, sign and date it, and return it to me as acknowledgment that you have read and understand the expectations for this school year.

Sincerely,

Mrs. Jenna D. Bell

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

THIS FORM SHOULD STAY IN YOUR BINDER ALL YEAR TO REMIND YOU OF CLASS  
POLICIES AND PROCEDURES.