**Welcome to the 2017-2018 school-year at MILA!!! I am looking forward to a great year! I have so many exciting activities and lessons planned for the students. My goal is to make this your child’s most successful year ever. Working together, we can do just that!**

**Supplies needed for ELA**

* 2 inch 3-ring binder (big enough for all classes)
* College Rule filler paper
* 5 tab dividers
* Pencils/pens (black and blue ink only)
* Colored pencils
* Markers
* Glue Stick
* Agenda/Planner (for all classes)

**Classroom Rules and expectations**

1. Be respectful
2. Follow all directions and come prepared with materials everyday
3. Talk only when it’s your turn
4. Stay on task and in your seat
5. No food, drink, gum or candy

*Follow all MILA rules and expectations as well as those outlined in the CMS Student Rights and 'Responsibilities Handbook/Code of conduct*

**Consequences**

1. Verbal Warning
2. Lunch Detention and loss of Healthy Kids time
3. Parent Contact
4. Office Referral

**Tutoring**

Tutoring will be offered on Tuesdays at 7:45 am. Tutoring is by appointment only. To make an appointment please refer to my website (Page 2 under communication).

**Tardy Policy**

Students should be in class before the bell rings. If you arrive late to class more than 5x then you will

be assigned to Lunch Detention and have a loss of Healthy Kids time.

**Cell phone Policy**

No cell phones are to be on or seen while in class. If a student must bring a cell phone to school, it is to be turned off BEFORE class starts and put away for the day**.**

**Grading Policy**

MILA utilizes the middle school grading policy set by CMS

A=90-100 B=80-89 F=Below 60

C=70-79 D=60-69

*Informal Assessments: 35%*

*Formal Assessments: 65%*

**Homework Policy**

Complete=100% Late=50%

Incomplete=80% No HW=0%

**Cheating and Plagiarism Policy**

If students are caught cheating or plagiarizing they will be given a “0.” Students who are caught cheating will have a chance to make up the assignment and cannot score any higher than a 79.

**Test Retake policy**

If students score below a 79 on a test, then they will be granted a retake and cannot score any higher than a 79 on a retest.

**Hall Pass Policy**

Students will only be allowed 3 hall passes per quarter. **Note:** Students may not leave the classroom during the first and last 10 minutes of class.

**Dress Code:**

* Non-revealing and well fitted shirts and bottoms.
* Skirts, dresses, shorts which are long enough to reach the tips of your fingers when standing with your hands by your sides.
* Jeans/pants/shorts that fit properly around the waist.
* Shoes, sneakers, or sandals with a back strap that will allow students to be safely active throughout the day.

**Chrome book Policy:**

Chromebooks will be issued within the first few weeks of school to students who have returned their **digital tools** form. Students will not be issued a Chrome Book until this form has been received.

**Bathroom Policy:**

Bathroom needs should be taken care of before school or during class transitions whenever possible.

**Notebook Expectations**

Throughout the school year students will be responsible for maintaining their notebooks. Your notebook will include notes, do now, activities, and will be checked often for an informal grade. You will be given class time to update materials within your notebook. *Always keep your notebook clean, neat, and professional!*

**Absent Work**

It is your responsibility to collect work that was missed when absent. Upon your return to class, visit your class’ absent binder where you can find any material that was discussed or documents given. You will have 5 days to turn in absent work for full credit.

*\*If a formal assessment was missed during your absence, you are to be prepared to take the assessment immediately upon your return.*

**Article of the Week Assignments:**

On Mondays, students will receive an article of the week. An assignment will be given that coincides with the article and used in class.

**Vocabulary Assignments:**

Vocabulary terms and definitions will be assigned at the beginning of each quarter. Students will have a vocabulary menu to complete and will be tested every week on terms for a formal grade.

**Communication:**

I believe that open communication between parents, student, and teacher will ensure the most success for your child. Please contact me by phone or email with any questions or concerns that you may have. Due to convenience, email is my preferred method of communication, so please provide me with an email address that you will check daily. I will also use Remind to communicate messages for the whole class, so remember to sign up and have your child do the same!

**Website:** <http://msdunnela.weebly.com>

Refer to Ms. Dunn’s website for worksheets, activities, directions, tutoring sign-up, Notebook order, and due dates.

**Email:** [Belindal.dunn@cms.k12.nc.us](mailto:Belindal.dunn@cms.k12.nc.us)

**Remind**: (Sign-up for your block only)

**Cambridge:** [www.remind.com/join/msdunnela1](http://www.remind.com/join/msdunnela1)

**Block 2:** [www.remind.com/join/msdunnela2](http://www.remind.com/join/msdunnela2)

**Block 3:** [www.remind.com/join/msdunnela3](http://www.remind.com/join/msdunnela3)

**Block 5:** [www.remind.com/join/msdunnela5](http://www.remind.com/join/msdunnela5)

**Suggestions for success:**

I suggest that you take contact information from 3 classmates on the first day of class. Creating relationships in class is great way to advance on your path to success. Plan to link up with these students both in the event that you miss class and need to find out what is expected for the next class and/or to work on comprehending the course material on a regular basis. Assignments and class work will be updated frequently on the class Weebly.

***Note: All policies outlined are subject to change at the teacher’s discretion.***

***\*Place this in the front of your binder, so that you may refer back to this at any point during the school year.***

I HAVE READ AND UNDERSTOOD THE SYLLABUS AND THE INFORMATION PROVIDED BY MS. DUNN.

STUDENT NAME (PRINT): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

STUDENT SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PARENT SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*\*Please return the bottom portion to Ms. Dunn no later than Friday September 1st*