

**Teacher:** Mrs. Marshall **E-mail:** stephanie.marshall@kentwoodps.org

**Phone:** (616) 455-1224 ext. 33603 **Website:** http:**//**marshallela.weebly.com

**Course Description:**

This class studies various areas of communication, including **reading, writing, listening,** and **speaking**. Together, we will be honing our skills in writing and reading, enriching our appreciation for literature, and practicing to become better communicators.

**Students should carry the following items to class daily**:

1. Agenda (Students must copy down their ELA work upon entering the room).
2. SSR book (we begin class with silent reading every day).
3. Binder and folder (stay organized)
4. Reader’s Notebook (this is your “textbook” that is needed every day)
5. Pencils

Classroom Procedures:

**Entering the Classroom**

Come into the room quietly with all of your materials and be in your seat before the bell rings (otherwise it counts as a tardy), fill in your agenda, and then begin silent reading.

**Hall Passes:**

Each student receives a set number of hall passes during the marking period. These passes may be used for the restroom or to go to his/her locker to retrieve items. A sign out sheet is located in the agenda and must be initialed by the teacher in order to leave the room.

**Late Work:** I will accept an assignment up until one week after the assignment’s deadline for less credit (70% of the points earned) if it was not turned in on time.

**Make-Up/Absent Work Policy:**

It is the students’ responsibility to check the “Absent” folders, calendar in the room, and the classroom website to obtain missed assignments. For each excused absence, a student is given one full day to make up the work. *Assignments given prior to the student’s absence will be expected to be turned in immediately upon their return to school.*

**Grading:**

The best way to maintain good grades is to turn in assignments on time. No student will fail my class if he/she turns in assignments on time and provides quality work with their best effort. Please make a habit to check StudentVUE and ParentVUE for updates on grades. Grades are updated at least one time per week.

**Homework:**

ELA homework will be given. Due dates will vary for each homework assignment so students must record all homework in their agenda. Homework is not busy work and is assigned to support our classroom studies.

Pinewood offers Study SHAQ after school on Tuesdays, Wednesdays, and Thursdays. A student must request a pass from a teacher to attend and bring work to complete to the designated Study SHAQ room. Students may ride the Activity Bus, walk, or be picked up by an adult after Study SHAQ.

**Cell Phones:**

According to school expectations, cell phones are to remain in the student’s locker during instructional time.

**Classroom Management:**

In order to maximize the learning potential of each student, it is imperative that all students abide by classroom and school rules. Every student has the right to learn and feel safe and comfortable in our classroom. To achieve this, I ask all students to follow the Pinewood motto and expectations: TEAM! We will review the Pinewood motto and expectations daily.

T – Teachable

E – Empowering

A – Accepting

M - Motivating

\* Each student will hold himself or herself accountable for the consequences discussed and posted in the classroom, school, and documents provided.

\* Each student will abide by the procedures discussed and modeled by the teacher.

\* Each student will follow the rules set forth in the Pinewood Student Handbook.

Please sign, detach, and return the bottom portion of this form to the teacher by August 23rd. It will count as a homework assignment in gradebook.

Student’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_