

Welcome to Study Skills!

Ms. Nancy Lee
2023-2024



Contact information:

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1. What is the purpose of this class?

- Get homework help
 - Do the homework that you need help with first.
 - Do the homework that is due the next day first.
- Have a quiet place to get homework done.
- Get Organized - clean/sort/organize your backpack (including individual class binders/folders/papers, etc.)
- Have someone monitor your grades and help you stay on track.
 - I will be checking your grades weekly to help you stay on track.

2. Expectations:

- **MUST** bring a charged chromebook and agendas each day; always have your charger in your backpack in case your CB battery dies by 7th period
- **MUST** be in your seat with materials out (CB and agenda) and working when the bell rings (working means filling out the daily work log)
 - I am not lenient on "lates" - please make sure you are working when the bell rings
 - being late (i.e., not working when the bell rings) will impact your citizenship grade for this class
 - there may be administrative consequences for multiple lates
- Fill out the digital daily work log as soon as you get into class.
- Email teachers if you have any questions about making up a test or missing work.
- Be your own advocate = ask for help when you need it.
- Use your agenda daily in each class: write down what you could/should be working on each day, and **include due dates**
- Use the Google Calendar generated in Google Classroom when teachers post assignments.
- Quietly work on your own homework.

- Get all make up work ahead of time so you have something to work on during class upon return from being absent.
 - Have something prepared to work on daily.
3. Things to do if you have no homework:
- Get missing assignments finished and make-up tests scheduled.
 - Study for upcoming tests.
 - Read a book (*you must have a free-reading book in your backpack at all times*)
 - Review upcoming chapters or units for classes to preview content.
 - Math online practice sites (Khan Academy, edpuzzle videos and practice)
 - Freckle lessons in English and math
4. I will have Go Guardian on daily so only be on sites you need to be on for academic work.
5. In order to leave the room for any reason, you must ask permission first, then fill out the electronic hall pass, and then take the physical hall pass with you; sign back in when you return.
- You will have 4 passes for the semester, so try to take care of business (e.g., bathroom, filling up water bottle or getting a drink, etc.) during the passing period.
 - If you use all 4 of your passes and continue to need to leave the room during this class, you will owe 5 minutes of lunch detention with me (the following day) for each use thereafter.
6. Do not pack up early.
- You may begin to pack up no sooner than 2 minutes before the bells rings.
 - Students must remain in their seats until the bell rings - you may not crowd at the door or even stand.

Citizenship and Behavior Policy

Students will be held accountable for their behavior in and outside of the classroom. If students do not follow the 3B's in my classroom (Be Responsible, Be Respectful, and Be Safe), the consequences **may** consist of the following:

1st infraction: verbal warning

2nd infraction: email or call home (*parent/guardian will be contacted*)

3rd infraction: office referral to Assistant Principal (*parent/guardian will be contacted by an administrator*)

If behaviors are repetitive or more severe, it is this teacher's discretion to skip some steps and move straight to more severe consequences. Students will earn an N (*needs improvement*) or a U (*unsatisfactory*) in citizenship if there are repeated infractions in a semester. Chewing gum, not being in one's seat with materials out and working when the bell rings (i.e., late to class), socializing at inappropriate times, getting out of one's seat repeatedly, not being on task, and not bringing materials to class will negatively impact citizenship grades.

I am looking forward to a very successful semester with you. I have high expectations for students, so be prepared to participate in your education!

Respectfully yours,

Ms. Nancy Lee

8th Grade English Language Arts

7/8 Curriculum Support

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