

August 31, 2006

Dear Parents / Guardians:

I welcome your child to grade 6 at the Madawaska Middle/ High School. I am your child's language arts and social studies teacher this year. Working together will ensure a productive year and the best education for your child. I hope to maintain a proper working relationship between home and school.

Please contact me if you should have any questions or concerns:

**E-mail address:**

[louialbe@owls.madhs.mad.k12.me.us](mailto:louialbe@owls.madhs.mad.k12.me.us)

**Voice mail number:**

728-3371 ext. 106

Rewards for positive behavior will include movies, and a "board game" day during the school year, keeping it exciting and fun-filled.

In order for grade 6 to be a successful year and a smooth transition, you will find below a list of expectations and consequences to maintain maximum learning in the classroom.

**Expectations:**

\*Be prepared for class.

\*In both my language arts classes and my social studies classes, students need only have: their **textbook, a 2-pocket folder, a red correcting pen, a pencil, a book to read, and a great attitude!**

\*Respect each other and each other's property.

\*Use your time wisely through effort and participation.

\*Complete homework on time.

**Consequences for inappropriate behavior:** (These are in compliance with the office.)

\*Verbal warning--situation is recorded

\*15 minutes after school--parent is contacted—situation is recorded

\*30 minutes after school—parent is contacted—situation is recorded

\*Office referral

**Homework Policy:**

Most students are conscientious about turning in homework assignments on time, and completing them with care, however some students may not take this commitment seriously.

**Ten points will be subtracted from any late assignment if it is not handed in when it is collected in class.**

In addition, the student will take home a **yellow form (sample attached)** on which he/she will be held accountable for the late assignment.

He/she will be asked to **remain after school** in the classroom where a middle school teacher has detention hall that week. After school detention lasts for an hour, but when your child has completed his/her assignment (say, after 15 minutes), he/she may leave. The parent will be contacted so that the child will have transportation should he/she need it.

The student will be asked to attach the yellow form--with a **parent signature**-- to the late assignment. **(The assignment will not be accepted w/out this sheet attached.)**

I hope that this home-school correspondence will help to alleviate any problems with homework. If your child is absent when the assignment is given, it will be his/her responsibility to collect his/her missed work sheet the **first day back** to school.

I do realize with the busy lives that we lead, that unforeseen events do occur. Please don't hesitate to write a short note if the need arises, and I will honor these occasional interruptions in your daily schedules.

**Grading:**

**Weighting**

**Language Arts**

Writing (stories, prompts, etc)	25%
Book Projects (book reports)	25%
Literature (lit-based assignments)	25%
Grammar (D.O.L., grammar assignments)	25%

**Social Studies**

Classwork/Homework	20%
Test/Quiz	30%
Projects	30%
Time for Kids magazines	20%

Students who receive a 70% or lower on an assignment will be encouraged to redo this assignment. The average of the two scores will be taken and this is the score that your child will receive. It is important that your child put forth effort for each assignment--which includes asking for help if necessary--in order to avoid having to redo an assignment. (Redos will be due by the next class.)

Students with special needs will need to follow homework procedures discussed during his/her PET.

Sincerely,

Louise Albert

Please detach and return:

.....  
**Informational Letter**

I have read the above information and have discussed it with my child.

Student signature \_\_\_\_\_

Parent signature \_\_\_\_\_