 Mrs. James’s 

Classroom Expectations and Procedures

7th Reading & 6th ELA

Classroom Guidelines:

PARADISE PANTERS are…

* Punctual- Be on time
* **Prepared-** Be responsible andbring all supplies to class everyday
* **Polite**- Be respectful to Teacher, Classmates, and Yourself
* **Positive-** Be positive by thinking and saying positive things about READing

Classroom Rules:

1. Be in classroom before bell with all supplies and DJ ready to go
2. Keep hands, feet, and objects to yourself
3. Follow directions 1st time given
4. Stay on TASK during all work times (Bell to Bell)

**Discipline Procedures**

Failure to follow the Classroom Guidelines or Rules, creating a disruption to the learning environment, will result in:

* 1st time offence: Verbal warning
* 2nd time offence: Discipline Referral to Principal (minor offence)
* Any major disruption, including disrespect to teacher or other student, will result in immediate removal from classroom & major offence discipline referral to Principal

**Classroom Supplies**

**Basic Supplies**

**\*\*For 7th Grade Reading CLASS**

* 1 Composition book
* 3x5 note cards

**\*\*For 7th Grade Reading LAB**

* 1 Folder

**\*\*For 6th Grade ELA**

* 1 Composition book

\***Used for all/any class**

* Accordion folder
* Headphones
* Pens/pencils
* Notebook paper
* Glue sticks
* Colored copy paper
* Markers/map colors
* Highlighter
* Kleenex Tissues

**Classroom Procedures**

**Student Tardy Policy**

Students will be counted tardy if they are not in the classroom when the tardy bell rings. If the tardy is due to being detained by the teacher in the student's previous class, an excuse from that teacher should be obtained and presented to the teacher of the next class. Excessive tardies will result in disciplinary action. Tardies will begin counting at the first class day of each semester. Tardies are counted per class and will start over at semester.

**Junior High Tardy Policy**

* **1st & 2nd Tardy Warning**
* **3rd & 4th Tardy 1 hour After-School Detention**
* **5th & After 3 hour After-School Detention**

**Passes:**

Each six weeks you will be allowed **3 passes** to leave the classroom. (bathroom, locker, office, nurse….etc.) If you have used all passes and must go out of the room you may take a tardy. **So, choose the use of your passes wisely.**

**Grading Policy**

Daily Work - 50% of six weeks grade (minimum 10 grades).

Tests - 50% of six weeks grade (minimum 4 assessments)

**Cheating**

Cheating is always UNEXCUSABLE!!!

* + **First offense:** If a student is caught cheating with “cheat sheet” or any other form of cheating, the grade received will be divided in half. If there is more than one party involved, the grade received will be distributed evenly between the parties
  + **Second offense:** The offenders will receive 0% on the assignments.

If cheating continues to be a problem the parents, principal, and counselor will all be notified to determine further action

**Turning in Assignments**

Assignments are to be placed into the correct class turn-in tray on or before due date. Each class period has a designated turn-in tray. Do not hand work to me or put on my desk.

**Extra Credit**

This will be available every six weeks. This will add 10 bonus points to the lowest grade. The “Extra Credit” folder is located above the turn in trays.

**Corrections/Redo**

Any student with a grade below 70 is required to do the corrections up to a 70%. If you misplace an assignment and have to get a new copy, this will be considered a “Redo” and you may redo up to a 70%.

**Absent Work**

Students will be given 24 hours to make up missed work for everyday missed. It is the students’ responsibility to come to me after being absent and ask about missed assignments and check the “Make-Up” folder behind my desk.

**Late/Missing Work**

If any assignment is not turned in on the due date, the student will phone parent/guardian to explain why they have missing work. An “M” will be put in the grade book. Students who have 2 or more Late/Missing assignments will be assigned to afterschool detention.

**Accordion Folder**

The “accordion folder” will help you stay organized and keep up with papers and materials needed for class. This folder will be used for all classes. Make sure you have a pocket that is designated for ONLY 7th Reading or 6th ELA. Keep all of the Reading/ELA handouts, assignments, and tests unless I tell you to recycle.

**Daily Journal (DJ):**

This “Composition Book” will serve as a daily journal. We will write in the “DJ” at the beginning of class everyday. This journal will stay in the classroom. I will grade one entry a week at random.

1. Get your journal as soon as you walk in the classroom and sit at your table
2. Put the **Title and Date** on every entry.
3. Write on front and back of every page (one page may hold more than one entry)

**@Home Reading Logs**

Students will read an assigned amount of time @home per week. @Home Reading Logs will require a **parent signature** and minutes read. Students will be given an @Home Reading Log on Monday and it will be due the next Monday. Each @Home Reading Log will be worth 20 points. By turning in 5 @Home Reading Logs, students will receive a daily grade of 100%. If you only 1 is turned in for the 6 week period 20% will be received, 2= 40%, and so on.

**Library Book Project**

Students will have at least one “Library Book Project” due every 6 weeks.

**iPads**

We will have classroom/grade level sets of iPads instead of student issued ones. The iPads will only be used in the classroom for instructional use. The iPad will enhance instruction but will not completely take the place of pencil/paper assignments.

Mrs. Vickie James

Paradise Middle School 7th Reading/ 6th ELA

Email: [vjames@pisd.net](mailto:vjames@pisd.net)

Website: vjamespisd.weebly.com

\*Conference time 8:00- 8:50 a.m