

Ms. Charmaine Griffin
Intervention Specialist
Practical English & Math Syllabus
6, 7 and 8th Grade
cgriffin@centurycharter.org
<http://mscgriffin.weebly.com>

Dear Parents,

Practical English and Math will engage students to explore their creative, analytical and explorative side while remediating skills. Through project based hands on learning, students will gather a plethora of information that can be applied to core classes. By bringing high levels of engagement and activity into the classroom both classes will provide a foundation to support students in their main English and Math classes.

Please take a moment to read over the entire syllabus with your student. Supplies needed for our class can be found on page 4. If you have any questions please feel free to email me, schedule a meeting or check out my Weebly page.

I look forward to us having a great year!

Ms. Griffin

CLASS EXPECTATIONS

Ms. Griffin expects 100% participation, 100% effort at 100% of the time. In order to be successful you must WORK HARD but we will also have tons of fun. In order to have fun you must give your all so that class can run smoothly. My expectations are high and your expectation is to either meet or exceed. You will be an exceptional student in Ms. Griffin's class as long as you do your part.

CLASS ARRANGEMENT

Tables will be arranged in a circle
 Backpacks will be lined up under whiteboard
 All bulletin boards will be covered with butcher paper and trimmed with colorful borders
 The Unit Board will be in an easy to see location
 Class inbox will be in bookshelf when first walking in along with additional materials
 Class outbox will be in baskets by class period in bookshelf
 Reflection desk will be in corner of the room
 Classroom objective, homework, date and agenda will be on board and updated daily

CLASS RULES

1. Come to class prepared
 2. Line up at the door
 3. Begin your DO NOW when you walk inside
 4. Always have your homework- no late work accepted
 5. Follow directions the first time they are given
 6. Proper heading on everything
 7. SLANT- Sit Up Straight, Hands on desk
- TRACK- Eyes on the speaker/ Teacher only, mouths closed
 and
 RESPECT- Hold your teammates accountable

CLASS JOBS

After the first six weeks Ms. Griffin will have a sign-up sheet for student jobs. These jobs are a great and FUN way to earn participation points and classroom points for your class.

Line Leader (1 per class)

Attendance Keeper (1 per class)
 Board Manager (1 per class)
 Paper Managers (1 per table)
 Table Managers (1 per table)
 Supply Manager (1 per table)
 Clean Up Monitors (1 per table)

BEHAVIOR EXPECTATIONS

In order to give a 100% at all times and to truly have FUN while learning you must always stay on task, stay focused and stay working. We are in this together. There are consequences for behavior that takes away from our classroom FUN.

Consequences

- Tier 1:
 - 1 popsicle stick is a verbal warning
 - 2 popsicle sticks is reflection table, tele-parent (or loss of chair, stand and work)
 - 3 popsicle sticks is silent lunch , loss of 5 participation points
- Tier 2:
 - Automatic 2 popsicle sticks, silent lunch and reflection table (or loss of chair, stand and work)
- Tier 3:
 - Automatic referral

Examples of unacceptable classroom behavior:

- Unprepared (no homework or materials) =zero & teleparent
- Out of seat w/o permission
- Talking during lesson or independent work time
- Refusal to participate
- Talking back
- Verbal disrespect
- Arguing
- Fighting
- Chewing gum
- Cussing
- Cheating/plagiarism/forgery

BEGINNING OF CLASS PROCEDURE:

Line up at the door
 Shake hands and greet Ms. Griffin
 Sit Down
 Take out your have-outs: Notebook, book, pen, supplies, homework
 Put Homework on your desk in the right hand corner
 Put backpack under whiteboard
 Start your Do Now
 Sit quietly until Timer goes off

TRANSITIONS:

Transitions are times in class when the timer goes off and we switch from one activity to another.

During this time you may:

- Take out a new SSOP (separate sheet of paper)
- Review work

- Start homework
- Finish work
- Be silent

You may not:

- Talk
- Play
- Put your head down
- Sit and stare
- Bother a teammate

If you do that's an automatic Popsicle stick **

DURING LECTURE:

You may:

- Take notes
- SLANT
- Sit quietly
- TRACK the teacher

You may not:

- Talk
- Play
- Put your head down
- Sit and stare
- Bother a teammate

INDEPENDENT WORK TIME vs. COLLABORATIVE WORK TIME:

Independent work time means that you are working by yourself. You do not talk to a teammate, but you may and are encouraged to ask Ms. Griffin for help.

Collaborative work time means that you work together with a partner. Ms. Griffin will specifically tell you when it is this time.

NOTE TAKING TIME:

All notes are taken in your class notebook. Each page should have the date so you can keep track of your work. Notes will be taken in Cornell note format unless otherwise specified. While taking notes you should have out a highlighter, pen, notebook and TRACK the speaker so that you don't miss anything!

END OF CLASS PROCEDURE:

Write down your homework in your agenda
 Complete your exit ticket (turn in to paper manager)
 Sit quietly until dismissed

PARTICIPATION

100% participation is expected 100% of the time. This means you're on task, SLANTING, and working. There is no room to not work because it waists time and ruins the FUN of class for everyone. Participation is worth a GRADE and will greatly affect your grade in class.

Ways to participate:

- Popsicle sticks are drawn at random
- Colored Popsicle sticks for groups are drawn at random

HOMEWORK

Homework is due at the beginning of class. Late homework is not acceptable and will result in 50% credit. Homework is extra practice at home helps you to do well in class. Homework is to be written down daily, if there is no homework write NO HOMEWORK in your agenda. If you miss a day it is your responsibility to look up the assignment on Weebly or speak to Ms. Griffin at the end of class during exit time.

Homework grading:

Check = full credit- 10 points

Check minus = partial credit- 5 points

x = No credit- 0 pts

ASSESSMENTS/ GRADING

Assessments will be given throughout the year for each unit whether in the format of a project, pop quiz, quiz, test, presentation or writing project. These assignments are very important and must be done with 100% effort.

Grading is as follows:

- 40% assessments
- 20% homework
- 30% activity
- 10% participation

COMMUNICATION

Please make sure to check Ms. Griffin's Weebly for homework. Parents may also contact Ms. Griffin via Weebly or school email. **(see above)**

NOTEBOOK/BINDER

Each student will maintain their binder and have their binders during each class session. All students are responsible for keeping neat and orderly binders. No pictures or drawings allowed on binders. Every paper has a place (binder, in-box or trash).

SUPPLIES FOR CLASS DAILY

- One composition book
- Agenda
- Blue/Black pen, pencil, scissors, glue, color pencils, highlighters, tissue, markers

REWARDS

Red Button Challenge- One select days' students will get the opportunity to earn 5-10 minutes of activity time for exhibiting the following as a class:

- OVER AND BEYOND participation expectation
- Exceeding the daily class goal
- 80% passing assessment score

CLASSROOM MATRIX-

Student expectations from the beginning to the end of class.

	Before Class	Beginning of Class	Instruction	Independent Work	Group Work	Discussion	Transition	End of Class
Be Prepared	- Have backpack and supplies ready for class	- Have materials (notebook, pen, agenda) ready for opening procedures	-Always have agenda, interactive notebook, a blue or black pen or pencil, and highlighter.	-Have independent notebook	-Be ready to share ideas and thoughts	- Have discussion materials such as homework, questions or answers complete and be prepared to share out	- Have all materials with you and ready such as pen, paper, highlighter, notebook, glue, etc.	-Pack up when instructed to do so, not before
Embody Compassion	- Be accountable for teammates lining up and entering class silently	-Help teammates honor silence if needed with non-verbal cues.	- Track your teacher, listen and raise your hand when you have a question	-Take pride in your work by doing your very best	-Encourage your teammates to do their best work -Help each other if struggling	-Track teammates when they are speaking	-Make sure all items are neatly pasted or placed in interactive notebook	- Leave the room cleaner than you found it.
Accountable for actions	- Line up silently for class	- Walk in and begin opening procedures silently	-100% attention 100% of the time -Follow instructions the first time they are given	-Ask questions if unsure or confused	- Give your very best - Work in a timely manner	-Raise your hand to share out and do not interrupt others or the teacher	-Throw away any trash -Quickly put away items and prepare for the next part of the lesson	- Wait and listen silently for any closing instructions
Respect Self, Others, School	- Do not talk when walking into class	- Do not bother other's belongings	- Return all books, chrome books or materials back neatly - Do not damage classroom property	- Do not disrupt or distract teammates, instead raise your hand if you need help. - Do your own work - Eyes on your own paper	-Do not put down or insult other teammates ideas	-Encourage teammates to share their answers	-Do not leave your seat until instructed to do so	- Wait until I dismiss you for class - Put supplies away - Make sure your notebook, agenda and homework is neatly in your backpack

Please sign and tear off the bottom portion to confirm you have read this syllabus with your child. Failure to return will result in participation points.

Student name _____ Signature _____ Date _____

Parent name _____ Signature _____ Date _____