

August 2017

Dear Parents/Guardians,

We welcome your student to sixth grade and look forward to a great year together here at Valley Crest! Knowing the policies, procedures, and expectations in this paper will help ensure your student has a positive experience throughout the year. We ask that you read this letter to your child so you may discuss/explain anything he/she finds unclear.

**Objective:** Our objective is to encourage the social, emotional, and academic growth of each student throughout the year. Our desire is to work in partnership with you as we facilitate their growth and progress toward the acquisition of new knowledge and skill development.

**Instruction:** Your child will be instructed equally this year by Ms. Flores and Mrs. Hall. Ms. Flores will be teaching Spanish language arts, social studies, and science. Mrs. Hall will be teaching English language arts, math, and reinforcing curriculum concepts taught by Ms. Flores in social studies and science. All other subjects will be taught by school specialists or the student's home-room teacher.

**Teaching Philosophy:** Our goal is to make your child's learning as fun, engaging, and active as possible. Research shows that students not only enjoy the learning process much more but also have a higher level of conceptual learning and retention with this approach. Do not expect to see a lot of graded papers as you would with a more *traditional* teaching model. The emphasis with our approach to teaching/learning is to help your child develop higher-level thinking skills through: brainstorming, researching, discussing, analyzing, writing, forming argumentation, identifying evidence to support their argument/position, and critiquing. Much of our assessment is done through observation, interaction, and anecdotal notes. **This is why your child's school attendance is so important. Most activities/learning cannot be "sent home" or made up from a worksheet.**

**HOMEWORK:** Students *will have* approximately 60 minutes of homework every Monday through Thursday (as per Granite District guidelines.) Homework will be a combination of reading, language arts, and/or math reinforcement. Occasionally, Ms. Flores will assign a project over a 3-week period requiring the student to work a few minutes each night. You will know about this ahead of time and receive notice from the monthly newsletter we will send home. The monthly newsletter will begin and be posted on our teacher websites (beginning October 2017.)

We keep our students focused, on-task, and working hard throughout the week. Therefore, we *do not* assign homework over weekends or other breaks. We respect time with family/friends and feel having a break from schoolwork gives a student time to rest and recharge. The only exception is if a student falls behind in their assignments due to poor self-management.

**\*\*\* If there is a special circumstance which prevents your child from completing/submitting their assignment on the given due date, a parent must write a note with their signature along with an explanation (or send both teachers an email) for the student to avoid Lunch Detention and having their Passport punched. This note or email must be received no later than the day the**

**missing/incomplete assignment is due. This policy ensures that students honestly communicate with their parents and that parents know their child is missing or getting behind on assignments. Our time is better used for planning and developing lessons than it is for tracking and grading late work. Your student will also be better prepared for Junior High success by submitting assignments on time.\*\*\***

**Extra Credit:** Extra credit is only offered to students who have completed all of their work in a subject and want to boost their final grade. Extra credit is *not available* to students who want to salvage a grade if they have any missing and/or incomplete work in the subject. The most a grade can be boosted through extra credit is by 1/3 of a grade. For example: A- to A or B to a B+ or C- to a C.

**Discipline:** When a student has difficulty controlling their behavior or demonstrating responsible work habits, they will receive progressive discipline. The first offense will usually result in a warning. Next, would be a "sit-away" in another teacher's classroom where the student will complete an *Infraction Form*. A continuing and/or habitual problem will be referred to the Principal where a *White Slip* would likely be issued.

A *White-Slip* is automatically issued by the Principal if a student receives 3 *Infraction Forms* within one grading Term. Students who are issued a *White Slip* lose the privilege to attend the *No White Slip Reward* for that Term. However, they begin each Term fresh and are in a position to earn the next reward activity. Some behaviors/circumstances can result in an automatic *White Slip* being issued without any warnings being given such as: acts of violence, extreme disrespect etc. (please refer to the school's *Student Handbook* for more information/examples.)

In addition to the school's *No White Slip Reward*, 6th grade teachers offer a behavior incentive program using *Passports* for a monthly auction/activity. Students who demonstrate responsible work habits and respectful behavior will retain their *Passport* and be able to participate in the auction/activity. Students who lose their monthly *Passport* due to irresponsible work habits/disrespectful behavior will be issued an *Infraction Form* and will not be able to participate in the auction/activity.

**Lunch Detention:** Lunch detention is held every day for 20 minutes (allowing 15 minutes for the student to eat lunch.) Each time a student has a missing/incomplete assignment, they lose a punch off their *Passport* and are assigned *Lunch Detention* until the assignment is completed and submitted. If a student spends more than 3 days per term in Lunch Detention, parents will be notified via email, text, phone call, and/or in writing with an *Infraction Form*.

Each *Passport* has a place for a student to receive 4 warnings. On the 5th warning, their *Passport* gets "punched out" resulting in an *Infraction Form* being issued by the teacher. Both *Infraction Forms* and *White Slips* require a parent signature and must be returned. This procedure ensures that you as a parent are notified when concerns arise.

**Supplies/Donations:** Each student should have a backpack and a hand-held pencil sharpener (one that captures pencil shavings.) All other supplies will be provided by teachers. Donations of 2 boxes of tissue and 1 bottle of hand sanitizer from each student would be very appreciated.

**Appointments:** We are happy to meet with you throughout the year to discuss student progress. If you would like to meet with us outside of a scheduled SEP Conference, please contact us to schedule an appointment. **You may email us at: [mhall@graniteschools.org](mailto:mhall@graniteschools.org) AND [caflores@graniteschools.org](mailto:caflores@graniteschools.org)**

You may also call the school and leave a message for us to contact you @ 385-646-5061. **Please do not drop in and expect us to meet with you without a prearranged appointment. Many times we have before and after school commitments that are time sensitive.**

As a professional courtesy, we ask that you contact us directly if/when a problem or concern arises. We want your child's 6th grade year to be both meaningful and enjoyable and we appreciate the opportunity to work with them each day!

Sincerely,

**Mrs. Hall (website) [hall66.weebly.com](http://hall66.weebly.com) & Ms. Flores (website) [misscaflores.weebly.com](http://misscaflores.weebly.com)**

PLEASE KEEP THIS LETTER FOR YOUR REFERENCE THROUGHOUT THE YEAR. CUT AT THE LINE, SIGN, AND HAVE YOUR STUDENT RETURN TO THEIR HOME-ROOM TEACHER.

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My child and I have read this 3-page letter regarding 6th grade policies and expectations.

\_\_\_\_\_ understands what is expected for a successful year.

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**(Student's Signature)**

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**(Parent's Signature)**