Dear Parent/Guardian and Student,

Welcome! My name is Mr. Bready and I will be teaching 7th grade Social Studies on a six-person team this year. This is my fifth year at CMS and I am looking forward to working with the parents/guardians, students, and the wonderful staff at CMS! The following is some information that will be helpful as we progress through the year.

**Contact information:** elmar.bready@ucps.k12.nc.us / 704-296-0107 Email is the best method of communication as I try to respond within 48 hours. Also, you may call the school and leave a message at my extension.

**Materials needed:** Laptop (provided by CMS), 3-ring binder/notebook with pockets (it can be shared with another subject), loose leaf paper, pencil, pen, organizational agenda, book (details to follow). Other materials that students will need on occasion are colored markers, colored pencils, poster board, and other sundry supplies that may be needed for certain projects (adequate time will be given).

**Grading scale:** The UCPS grading scale will be utilized.

**Grading categories:** Classwork/participation-30%, quizzes-30%, tests/projects-30%, homework-10%

**Homework:** Students should record homework assignments in their agenda, noting the date assigned and the date due. Examples of work to be done at home are projects, readings, essays, studying for quizzes or tests, study questions, etc. Frequently, the homework assignment will be to complete the in-class assignment. Homework will be directly related to the topic we are studying or could be related to current events.

**Late work:** Late work will be accepted at the beginning of the next class period only. The highest grade available for late work is 70%.

**Absences and make-up work:** Students are responsible for any work that is missed after an absence. Students may ask me for make-up work (before or after school, beginning or end of class), access the class Canvas page, or ask a classmate. Quizzes and tests that have been missed can be made up before or after school, or possibly during team time. Refer to the UCPS handbook for more specific information.

**Canvas class page:** Check the Canvas class page for class updates, assignments, homework, and general information. It is currently under construction, and will be a work in progress throughout the year.

**Classroom wish list:** Any and all donations are greatly appreciated! Items that are most in demand are tissues, wipes, paper towels, colored markers and pencils, glue sticks, reams of paper, etc.

**Classroom expectations:** Students are expected to come to class prepared, work to the best of their ability, show respect to everyone and everything, and follow class/school rules and procedures.

**Classroom rules:** The rules will be developed with input from the students and posted in the classroom. The rules will be few in number, simple, and clear. Consequences are as follows:

1. Verbal warning/student put on notice
2. Teacher intervention (new seat, sit out at team time)
3. Parent contact
4. Parent contact/lunch detention
5. Parent conference

**Classroom procedures:**

1. Students should arrive on time and prepared, read the board, and listen for verbal directions upon entering the classroom.
2. No book bags or gym bags are allowed in the classroom.
3. Sit in assigned seat and begin working on the warm-up, assignment, project, etc.
4. Computers should be fully charged each day and are for class work only.
5. Students should raise their hand before speaking or moving around the classroom.

Thank you for taking the time to read this letter. It is meant to give the parents and students guidelines for the class. It is not all-inclusive, and some decisions will be made on a case-by-case basis. Please feel free to contact me with any questions, concerns, or comments. Your time, consideration, and cooperation are greatly appreciated.

Sincerely,

Doc Bready

Social Studies teacher

Please fill out this form and return it by Sept. 6. BLOCK/DAY: 1 2 3 / A B (circle)

I have read and agree to these rules and procedures. Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

I have read these rules and procedures with my student. Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

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