

Dear Parents, Guardians, and Students,

Welcome to the 2014-2015 school year! We hope that this year will be both an exciting and challenging year for all. If you have any questions or concerns throughout the year about your child’s progress or behavior, please feel free to send us an email.

Classroom procedures are simple but **strictly** enforced at all times:

1. **Come to class on time, prepared to work:** When you come into the room, be properly seated in your assigned seat with your required materials. Use the restroom before class. Fill out your agenda with daily homework assignments. **This should be done at the very beginning of class.**
2. **Respect yourself, others, and the learning process:** Keep your hands, feet, and objects to yourself. Be courteous. Put downs or profanity will not be tolerated. Learning is our goal!
3. **Follow directions the first time they are given:** Listen to directions and act quickly on them; if you don’t understand, tell me right away so I can help you.
4. **Remain seated:** Stay seated unless you are given permission to leave your seat.
5. **Follow all school-wide policies:** All assignments for math **must be** written in pencil. Core and Science assignments should be written in pencil, blue, or black ink. Proper Kelly heading is required on all papers. All school rules and policies found in the agenda will be enforced.

In short: Be respectful, be prepared, and be on task.

Kelly practices Character Counts. This program includes six pillars: caring, citizenship, fairness, respect, responsibility, and trustworthiness. The six pillars are continually reinforced in the classroom and throughout the school.

Academic Standards:

Students are expected to participate in class and to do their best. Not only is **completing** the assignment important, but **quality** and **neatness** are also taken into account. Cheating will not be tolerated. Zero credit will be given for the assignment and the student(s) will be given a referral.

Each grading period students will receive an **academic grade** and standard score(s).

****All seventh grade students are required to write a *Science* research report as a *District Writing Assessment*.**

Grading Scale

100 - 90%	A
89 - 80%	B
79 - 70%	C
69 – 60%	D
59% and below	F

Writing Grading Scale

4- Exceeding grade level standards
3- Proficient Performance
2- Approaching grade level standards
1- Far below grade level standards

****To keep updated on your child’s progress, we encourage all families to sign up for ‘ABI Parent Portal’.** Please see the **office for information on signing up**. In addition to the district mid-trimester progress reports, additional reports may be sent home at the teacher’s discretion or the request of the parent.

Please *like* the George Kelly School Facebook page and PTO Facebook page for school-wide information.

****This letter to REMAIN in your BINDER at ALL TIMES!!****

Homework:

Our goal is to help students meet the state standards for reading fluency and comprehension. Reading homework is **20 minutes of reading, four nights a week**. In addition, weekly grammar, spelling, social studies, vocabulary, math, and science homework will be assigned. Students are required to have a reading book and ALL textbooks in school with them every day.

****Accelerated Reader (AR) is implemented and required for all students. Students will be required to reach an AR point goal each trimester in their reading level which will always be 100 points.**

****In order to support your child's academic progress, please check your child's agenda and homework daily to ensure that they are up-to-date with their assignments. Checking ABI Parent Portal on a monthly basis is highly recommended. It is the child's responsibility to write the assignments down and make sure that they get their homework turned in on time.**

Student Supplies: Students should come to class **every day** with the required materials and replenish when low. If a student does not have the required supplies for an activity, points will be deducted for that assignment and/or a detention may be given. The list of materials is on the GKE website www.tracy.k12.ca.us/sites/kes/ and on the contact/supplies list.

Assignments and Absences:

- All assignments are due on time. **Late assignments will receive ZERO credit.**
- Assignments that **do not have the student's name** or are written in anything other than pencil, blue or black ink **will receive ZERO credit.**
- Points will be deducted from assignments that do not follow the specified instructions given such as: proper Kelly heading, formatting, and sloppy/illegible work.
- If a student is absent it is **HIS OR HER** responsibility to ask for missing work, check the agenda, or get missed notes from the teacher or a friend before or after class. Per 7th grade policy, students have one day for each day they were absent from class to make up and hand in missed work, notes, etc.
- Long term assignments are due on the specified date regardless of absences.
- **Suspension:** Students who are suspended from school will be allowed to get their missed work (class work, and homework) upon parent request, but will receive **ZERO credit for assignments/tests** during the suspension period per 7th grade policy.

Tardies and Detentions:

Detention time of 15 minutes will be given to all unexcused tardies (this includes students who are not in their seat at the start of class), to students with gum, food, candy, or drinks (other than bottled water) in the classroom, and to students who disrupt the learning of others.

- Detention Steps:**
1. 15 minutes detention.
 2. If not served, detention is doubled to 30 minutes and parents/guardians will be notified.
 3. If 30 minutes not served, parents/guardians notified, and student receives a referral.

Referrals to the office will be issued to students with **FLAGRANT** behavior that warrants immediate referral such as:

- Students who bully others
- Students who use profanity, racial, ethnic or religious slurs
- Students who cause severe disruptions
- Students who continually misbehave

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****Attention, please keep this page for your records!!!****

Thank you again for taking the time to read and review the information in this letter with your child. We are looking forward to getting to know your child this year! Please keep this information for reference during the coming year. Thank you!

Sincerely,

Mrs. Laura Riddle
Social Studies/ Rm #26
lriddle@tusd.net
830-3390

Mrs. Diana Bartschi
7th Language Arts/ Rm #25
dbartschi@tusd.net
830-3390

Mrs. Kristi Basacker
Life Science/ Rm #S1
kbasacker@tusd.net
830-3390

Mr. Michael Dibley
7th Math/ Rm #33
mdibley@tusd.net
830-3390

7th Grade Student Supplies

Students should come to School *every day* with these materials for use in ALL classes. Supplies need to move with the student from class to class.

- Good quality **3 inch** 3 Ring Binder with pockets
- **8-Tab Insertable** Binder Dividers
- **8 1/2 by 11 inch** binder paper
- 2 Composition books
- 10 Spiral Notebooks- **70 pages or more, wide or college rule**
- 1 Ream of Copy paper
- book covers- **Paper ONLY**
- 2 or more pencils (**mechanical pencils are fine unless they become a distraction**)
- 2 or more **red** pens
- 2 or more **blue** pens
- 2 or more **black** pens
- 2 or more **green** pens
- pencil sharpener **with a receptacle**
- Colored pencils (NO Crayons)
- Thin markers
- 2 dry erase markers
- Highlighters
- Sticky Notes
- 3x5 ruled index cards- 2 or more 100 card packs
- Zipper Pouch ONLY for supplies -**NO PENCIL BOXES**
- glue stick
- small pair of scissors
- ruler
- 1 standard size box of tissues
- USB Flash Drive (Highly recommended!!)