

Los Cuates Middle School  
Course Syllabus  
7<sup>th</sup> grade ELA-Writing

Instructor: Mrs. D. Garza or Ms. C. Wilson  
Conference time and period: 2:06-3:01 (6<sup>th</sup> period)  
Email address: [dgarza@lfcisd.net](mailto:dgarza@lfcisd.net)  
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Dear Student,

Welcome to another school year! We hope you have enjoyed your summer because it's time to get back to work. This class requires diligent work and attention throughout the year. We concentrate on the elements of the writing process, grammar, mechanics and spelling.

**Required Materials:**

- \*\* 2 single subject spirals
- \*\* ball point pens and pencils (mechanical pencils are allowed)
- \*\* box of Kleenex and hand sanitizer (if possible)
- \*\* plenty of notebook paper
- \*\* highlighters

**A GOOD ATTITUDE IS REQUIRED DAILY!**

During the school year, other materials may be necessary when working on special projects. Note cards, markers, map colors and poster boards are just some of the extra materials that may be requested from the student. **Students will be given sufficient notice to attain the materials.**

**Grading Policy:**

Grading will be done on a 60% and 40% scale.

60% = tests, special projects, oral presentations, essays

40% = daily work, homework, quizzes, DOLS, class participation

**Attendance:**

See the Student Handbook regarding attendance policy. Please keep in mind that excessive absences may result in a lower grade due to missed lectures and instructions.

### **Makeup Work:**

It is the student's responsibility to ask for any makeup work due to an absence. Makeup work requests can be made before school, during lunch or after school, **NOT DURING CLASS**. Sufficient time to make up the work will be given in accordance to the number of days a student was absent. If the student is absent on a known test day, then the student will be required to take the test on the day the student returns.

## **CLASSROOM RULES**

### **1. Abide by all school rules.**

All rules and regulations cited in the Student Handbook are to be followed. Uniforms are required and should be worn appropriately: shirt tucked in, belt, etc. Food/drink is not consumed during class. Chewing gum is not allowed.

### **2. Bring required materials to class.**

Do not ask what to bring to class each day. Bring your notebook, pens and paper daily.

### **3. Respect the teacher, school property and other students.**

Absolutely **NO** profanity is allowed in the classroom. Talking, drawing or sleeping is not allowed when the teacher is speaking or when fellow students are speaking. No writing on the desks. Keep hands and feet to yourself. Sit properly in your desk.

### **4. Remain seated when the bell rings.**

The bell is there to remind **ME** to dismiss the class at the end of the period, during fire drills or for a special assembly.

## **CONSEQUENCES**

1. verbal warning
2. detention (lunch)
3. parent notification
4. referral to principal

## **REWARDS**

- Praise (daily)
- Positive notes home (random)

Various other positive perks (throughout the year)  
The joy of learning (each day of the school year)

**Students:** I have read the classroom discipline plan and course syllabus. I understand what is expected. I will honor them while in class.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Parents:** My child has discussed the classroom discipline plan and course syllabus with me. I understand them and will support them.

Printed name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Cell number: \_\_\_\_\_

Home number: \_\_\_\_\_

Work or other contact number \_\_\_\_\_

Email address: \_\_\_\_\_

\* Extremely important: Please provide your current email address to establish teacher/parent contact. Email is the most effective way to contact me quickly.

We are positive that we can have a great year! Please feel free to come by if you have any questions, need tutoring or just need to talk. We are here to HELP YOU. Please help us do our job by listening to and following directions; adhering to school rules; and abiding by our classroom rules.

Thank you,

Mrs. D. Garza

Ms. C. Wilson