

Welcome
to Mrs. Hatzigeorgiou's 7th Grade English Class!

CONTACT INFORMATION

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GRADES

All assignments receive points. The points are converted to percentages. Grades are updated at least once a week. After being graded and recorded, almost all work is returned to the student. I **strongly recommend** that you save all returned work in case a grading error occurs.

GRADE PERCENTAGES			DISTRIBUTION OF POINTS
100 - 90%	-	A	Unit tests, projects, and essays = 30% of grade
89 - 80%	-	B	Class work = 25% of grade
79 - 70%	-	C	Homework (including outside reading) = 25% of grade
69 - 60%	-	D	Quizzes = 20% of grade
59 - below	-	F	

DAILY WORK / PAPERS & PROJECTS

Students have English homework Monday - Thursday nights for 30 minutes. In addition, you are expected to read independently for at least 15 minutes a day. Homework is usually started in class and due the following day although long-term papers and projects are also assigned.

Daily Work: Students who do not have an assignment completed when it's corrected in class will lose 50% for the assignment being late.

Projects & Papers: Students who do not have a project or paper completed on the day it's due may lose 10% for each day it's late.

EXTRA HELP

I am available to help students before and after school Tuesday through Friday except when I have yard duty, a meeting, or a doctor's appointment. It's a good idea to check with me ahead of time.

INDEPENDENT READING

Research has shown that children who read regularly do better in all aspects of learning. As part of your reading grade, you are expected to read 600 pages from grade appropriate books each quarter and to keep an Independent Reading Log to be turned in at the end of each quarter.

ABSENT WORK

When you are absent, it is your responsibility to find out what you missed in class and to make-up any missing assignments or tests. You should:

- Call a classmate for information or look at the agenda online at <http://mrshatzi.com/agendas>.
- See me to get your missing work or download it from the web site.
- Arrange to make-up tests and quizzes.
- Turn in make-up work as soon as possible to the black tray on the teacher's desk.
- All absent, re-do, and make-up work must be turned in the week before the end of the grading period.

MINIMUM STANDARDS

Each assignment must meet minimum standards or it will be returned with an RD (Re-Do) instead of a grade. The student will be given an opportunity to redo the assignment in an acceptable manner. After the assignment has been corrected and turned in again, *it may receive full credit.*

- A complete heading must appear in the upper right corner of the paper - first & last name, date, and period.
- The title of the paper or assignment must be written on the top line.
- Paragraphs must be indented.
- Proper end punctuation must appear at the end of all sentences.
- A capital letter must appear at the beginning of all sentences.
- Papers must be neat and legible. No doodling or drawing around the edges.
- Directions must be followed accurately.
- A reasonable amount of thought and effort must be apparent.



SCHOOL SUPPLIES

- student agenda/planner
- colored pens for correcting and editing
- highlighters
- blue or black pens
- #2 pencils
- a set of sharpened colored pencils
- a spiral bound college-ruled notebook just for English
- an Independent Reading book
- a student planner
- a binder with a section for English
- lined 3-hole paper

Mrs. Hatzigeorgiou's Classroom Rules, Student Responsibilities, Policies & Procedures

CLASSROOM RULES

1. Cooperate with your teacher and classmates.
2. Respect the rights and property of others.
3. Carry out your student responsibilities.

STUDENT RESPONSIBILITIES

Carrying out the following student responsibilities will help you to be successful in my class:

1. Keep track of your own books, assignments, and supplies.
2. Use class time to complete assignments.
3. Ask for help when you need it.
4. Do your own work.
5. Turn your work in on time.
6. Accept responsibility for grades or other consequences.

POLICIES AND PROCEDURES

1. Show respect at all times and in all manners towards yourself, your classmates, and staff. This includes all verbal and non-verbal forms of communication including body language, facial expression, and tone of voice. Sit at a 90-degree angle to your desk with your feet on the floor and good posture (spine straight).
2. Be in your seat and prepared to work when the bell rings. If you are not in your seat with your materials when the bell rings, you are tardy and will receive a fifteen-minute detention. Begin copying your agenda quietly as the bell stops ringing. Quietly complete the Daily Oral Language sentences. When appropriate, have your assignments on your desk, ready to be checked.
3. Be on task AT ALL TIMES and work to the best of your ability. This means you are to be working on whatever assignment is given with all of your concentration. If you finish an assignment early, you may quietly read or work on another assignment. There is no talking except to address the academic issue at hand.
4. There is absolutely no gum, food, drink, candy, make-up, mirrors, electronic devices, or any other distractions allowed in class. Any of these visible will be confiscated to be picked up after school. Do not even give the appearance of chewing or it will be deemed that you are doing so. Class time is for learning. Food and drink are only allowed during designated snack times.
5. Be prepared with all papers, pens, pencils, notebooks, and any other materials required for class. Sharpen pencils, grab paper, or throw away trash before or after class. Class time is for learning.
6. Raise your hand to get permission to speak. Raising your hand does not give you permission to speak, it just lets me know you want to speak.
7. Do your own work. You will receive a zero on your assignment if you do any of the following: 1) copy another person's assignment; 2) read someone your answer so he/she can copy your work; 3) let someone copy your assignment.
8. When the bell rings, remain in your seat until you are dismissed. Clean any trash in your area whether it is yours or not. Keep all trash with you until the bell rings and throw it out on your way out of the classroom.
9. I do not argue with students. If you are told to move your seat or given any other direction you are to do so immediately and without complaint. If you feel this or any other direction is unreasonable you may arrange to discuss it with me after school. Otherwise, follow all directions immediately and without complaining. Class time is for learning.
10. I do not give warnings. This is your warning. Any violation of these rules will be met with a fifteen-minute detention to be served immediately after school the following day and/or other consequences such as copying the rules, parent conference, meeting with administration, or suspension. If you do not come to detention, your parent will be notified and the detention re-assigned. If you do not show up for the second detention, you will receive an office referral.