

# WELCOME TO ACADEMIC ASSISTANCE

Centennial Middle School | (801) 370-4621

## Class Website

This class has a Canvas site ([provo.instructure.com](http://provo.instructure.com)), which I will work hard to keep updated. Students can log in with their school username and password.

## Class Mottos

Keep Tying Until You Succeed  
Life is About Learning  
Knowledge is Power

## Grade Scale

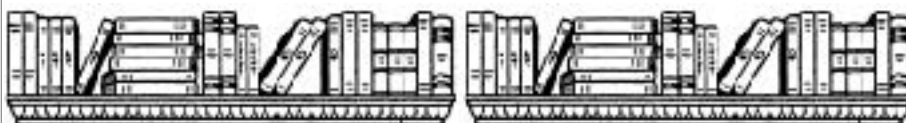
P 75%-100%  
F 0%-74.9%

## Grade Breakdown

50% Classwork  
50% Participation

## Contact Information

1. Come see me in my room before (7:30-7:55) or after (3:00-3:30) school (Rm 60).
2. E-mail me at [elizabethro@provo.edu](mailto:elizabethro@provo.edu)
3. Call the office and leave me a note.



## Class Overview

This class is designed to provide academic support as well as the time necessary to complete school assignments. We will also focus on study skills and planning: abilities that are essential to your success as a student.

## Key Assignments

Students will be expected to meet with me once a week to discuss academic progress and goals. Students are expected to come to this discussion prepared with their filled-out class planning sheet so that we can use our meeting time most effectively. Students will turn in their planning sheets weekly.

## Grading

This class will be a pass/fail course. Your grade will be split evenly between participation and classwork. Every day, you can earn 10 participation points. Being disruptive, being off-task, leaving class, or distracting others may result in lost participation points. The other portion of your grade will be based on completion of your weekly planning sheet and attendance at weekly meetings.

## Hall Pass

If you need to leave class, you can do so by signing out at the back of the room and taking the hall pass. However, leaving class for any reason will result in lost participation points. Excessive use of the hall pass may result in a warning or a call home. Please do not leave class unless you absolutely need to, and refrain from leaving in the first or last 10 minutes, or during teacher instruction. Whenever possible, go during break. Our class time is precious!



### **Materials Needed**

Each day, students should come prepared with the following:

- Weekly planning sheet (this will be given to you in class)
- Homework or other assignments to work on in class
- Supplies for assignments
- Pens and pencils

### **Students with Disabilities**

Several federal laws are designed to protect your educational rights. If you have a learning disability, you may qualify for additional protections or accommodations. Feel free to talk with me, an administrator, or your counselor for additional assistance.

### **Other**

Bullying will not be tolerated.  
Cell phones will be confiscated.

### **Attendance**

Attendance will be updated on PowerSchool at the beginning of each class period. If your student comes in late, it may show up as “absent” until I have a chance to edit the attendance. Tardy students are expected to sign in at the back of the room.

### **Class Discipline**

Students are expected to follow all school rules, as well as respect the rules and procedures of my classroom. Problems in class will be dealt with on a case-by-case basis. Teacher intervention may include a verbal warning, loss of participation points, a call home, a referral to the office, and detention.

Due Date (10 points) \_\_\_\_\_

**Dear Parent/Guardian,**

I am excited to teach your child this year! I sincerely care about each of my students, and their progress and success is of the utmost importance to me. Because of all that we will learn this year, this class will require the cooperation of parents, students, and the teacher. If you are concerned about your child's academic standing, need clarification regarding this document, or have other concerns about my class, please contact me at school or by email ([elizabethro@provo.edu](mailto:elizabethro@provo.edu)).

**Contacting me via email is the best way to get in touch with me.** I check my email each day and will respond within two school days of receiving your message.

I have created a class website that is designed to help students with their assignments. I will update the website frequently with class notes, handouts, and announcements. I will also use the website and email to inform you about upcoming assignments, tests, and activities in class (including film clips that we may watch as they enhance curricular objectives), and I hope that it will be a useful resource for you. The website can be found at [provo.instructure.com](http://provo.instructure.com); to sign in, you will need your student's school log-in information.

I anticipate that this will be a successful year for your child. I look forward to working together!

Best,  
Mrs. Elizabeth Robinson

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**In an effort for Centennial to go paperless, please go to [themathhall.com](http://themathhall.com) and click on "Disclosure Document" in the left sidebar. Select my name, and then fill out the form to electronically sign the disclosure document and provide me with a way to contact you.**