

# WELCOME TO MS. TOLLESON'S LANGUAGE ARTS CLASS!

Dear Parents,

My name is Sara Tolleson, and this is my second year at Liberty. I am excited to be starting a new year with your child. The sixth grade language arts curriculum will bring many new experiences and challenges for your student, and I hope to make it a rewarding year for you and your child.

I feel that educating your child should be a team effort. I value your support as we work together to shape your child into a responsible citizen. Students can look forward to a challenging, thought-provoking, and inspiring curriculum. This year, there will be a strong emphasis on reading strategies and the reading-writing connection. Also, we will be focusing on connecting our reading and writing to create strong sentences, paragraphs, and essay responses. Through reading and writing, we will also focus on extending our vocabulary and our understanding of grammar concepts.

While students in Language Arts classes are not required to provide their own texts, it is encouraged for the students to purchase their own copies of novels for reading, re-reading, notes, and other activities.

Please read the attached classroom policies, technology information, and syllabus. Please return only the bottom portion of the classroom policy letter and the technology signature page. **Please also sign up for my email distribution list on my website using the instructions included in the packet.**

I am looking forward to working with your child this year! You may contact me by email at [sgtolleson@madisoncity.k12.al.us](mailto:sgtolleson@madisoncity.k12.al.us) Please kindly allow at least 24 hours for responses and replies to emails and/or phone calls (and perhaps a little longer over weekends/holidays). Please let me know if you have any questions or concerns.

Sara Tolleson  
6<sup>h</sup> Grade Language Arts  
Liberty Middle School

*All classroom policies and procedures are subject to change at any time, with or without written notice.*

# 6th Grade Language Arts

## **LA Course Description from the Madison City Middle School Catalog:**

“Sixth grade Language Arts will continue students’ growth in the areas of reading, writing, listening, speaking, discussion, and reflection. Reading strategies, critical thinking skills, vocabulary building, and a continued focus on writing comprise the main elements of reading instruction. The focus for writing instruction will be narrative, informational, and argumentative writing with requirements based on Alabama College and Career Ready standards. The overall goal of the class is to increase the literacy and writing ability of students. Outside reading and summer reading are required.” (p.3)

## **What you need to know to have a successful year in Ms. Tolleson’s room**

In order for our classroom to run smoothly, I have certain expectations for all students. Following these expectations is necessary to maintain a positive, productive learning environment.

<b>Classroom Expectations</b>	<b>Consequences for Non-compliance</b>
<ul style="list-style-type: none"><li>● Be respectful. Respect yourselves, each other, visitors, Mrs. House, and the room.</li><li>● Be in your seat and working when the bell rings.</li><li>● Be silent and listening when someone else is speaking.</li><li>● Follow directions the first time they are given.</li><li>● Have all materials, supplies, and homework for class.</li></ul>	<ul style="list-style-type: none"><li>● 1<sup>st</sup> warning: Behavior ticket /verbal conference</li><li>● 2<sup>nd</sup> warning: Behavior ticket and parent contact</li><li>● 3<sup>rd</sup> warning: Detention referral</li><li>● 4<sup>th</sup> warning: Office referral</li></ul> <p>**Parents may be contacted at any point per teacher discretion.</p> <p>***Certain offenses may warrant immediate office referral as found in the student handbook.</p>

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## Guidelines and Policies:

### **Please keep in mind these important policies and guidelines:**

1. No gum or food is allowed in the classroom due to ALLERGIES. All bottles and food need to be thrown away in the hallway. **ABSOLUTELY NO PEANUT PRODUCTS IN THE CLASSROOM.** Students may have a water bottle in class.
2. All school and Madison City Schools rules will be followed at all times.
3. **No make-up work can be given unless each absence is excused. You have three days from the date of the absence to turn in an excuse to the front office; all unexcused absences will be given zeroes for each assignment during the absence. Make-up work is your responsibility!**

### **Class Time:**

The moment the bell rings, be in your seat with your pencil sharpened, books out, and brain ready to learn. Bellwork will appear on the board every day, and you should begin this before the bell rings. I follow the LMS Student Handbook policy on tardiness. During class time, I expect you to be on task and attentive. I try my hardest to make even the most challenging aspect of English engaging, but your attitude will make all the difference. Class is not over until I dismiss you; you should not pack up until I tell you to do so. If you finish your work early, you should move on to the next task or read your library book.

### **Passes out of class:**

If you need to leave for any reason, you MUST have permission and must follow the school policies in place. You will be given three passes out of class for restroom/water per nine weeks, so please try to take care of those things before coming to class.

### **Class work, homework, and projects:**

Students will be asked to complete a variety of assignments. All assignments done in class will normally be turned in the same day unless otherwise stated. Students will be allowed to turn in work with 10% deducted for each day it is late (up to 2 days after the original due date). Students will know in advance when tests and projects are due. Late projects will be accepted late with a 10% deduction per day up to 2 days late. No extra credit work will be given.

### **Policy on Cheating/Plagiarism:**

Cheating is defined as giving or receiving information on homework, quizzes, or tests or submitting duplicate work for outside assignments. Plagiarism is using another person's ideas or writing as your own. Using technology to cheat or copy the work of another is prohibited. If you are found guilty of cheating/plagiarism, you will receive a zero on the assignment and will be referred to the office for disciplinary action.

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## Guidelines and Policies:

### **Technology:**

The computers in the classroom belong to the school. All computer policies set by the school and school system will be enforced in the classroom and all computer labs we visit.

Computer usage is a privilege and can be taken away if the privilege is mistreated. If students bring personal devices, they are responsible for their own items; I cannot help them with any issues other than giving them information on how to log on and access the server. Students will be given opportunities to use their cellphones/iPads/e-readers/laptops, etc for certain activities that support learning. We will be using Edmodo and Google Classroom to supplement class information and as a way to do tests and assignments electronically. Misuse of any devices during class time will result in a detention write-up. When we are not to use our devices, we will be “unplugged.” When we are free to use our devices, we will be “plugged in.”

### **Student responsibility:**

It is the responsibility of the student to write down all homework assignments and due dates. It is difficult to make sure each student takes care of his or her responsibilities for the day, so it is up to each student to take care of his or her own work, homework, etc. Reminders for tests, projects, and homework stay on the board until the day the assignment is due, and verbal reminders are given frequently. Additionally, I will post all due dates on Google Classroom. Students will not be allowed to use the excuse, “I didn’t know.” Please find an organizational tool (planner, calendar, homework folder, etc.) that will work for you to keep track of due dates.

### **Parent communication:**

I will send out frequent communication through my email distribution list to keep parents up-to-date on upcoming due dates, assignments, tests, and projects, as well as other important classroom communication. Please do not hesitate to ask if you have any questions at all, and feel free to email me at any time.

## Supply List

### **Required Classroom Supplies (From LMS School Supply List):**

- One 1 ½ inch Binder (Shared with ELA & Math)
- Binder Dividers/Tabs
- Zipper Pouch for Binder (to hold smaller supplies)
- Loose Leaf Paper
- Pencils
- Colored Pencils or Markers
- Assorted Highlighters
- Glue Sticks

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- Post - Its

## Grading Policy

### **Grading Policy (District Policy):**

- Tests, announced quizzes, projects, essays, other major assignments = 60%
  - Daily Grades (includes homework, classwork, pop quizzes, notebook checks, etc) = 40%
- \*\* Progress Reports are sent home after the 3rd and 6th week of each grading period. Grades are also visible on iNow throughout the semester\*\*

### **Language Arts Tests:**

Our scheduled testing days are Tuesdays and Thursdays. These will be the days students are assigned major tests and quizzes. Students will be notified in advance of tests to prepare in a timely manner. If school is out for weather or other reasons on a test day, the test will be the next day unless otherwise noted.

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**Please sign and fill out the attached form to acknowledge that you have read the policies/procedures and syllabus.**

**Then, please visit my website below to give your contact information for my distribution list.**

**[lms.madisoncity.k12.al.us](https://lms.madisoncity.k12.al.us) → School Staff → Sara Tolleson**

**The distribution list page should show up on the screen immediately.**

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### **2019-20 Ms. Tolleson's Language Arts Signature Form**

Please Complete the Following with either **YES** or **NO** in the blank, and then sign below.

\_\_\_\_\_ I have read and understand Mrs. House's classroom policies, procedures, expectations, and syllabus.

\_\_\_\_\_ My child will have internet access daily at home.

\_\_\_\_\_ I have additional comments/concerns about my child. (If so, please list below)

\_\_\_\_\_ I have submitted my email address through your email distribution list. (If NO, please write the best mode of contact your family here: \_\_\_\_\_)

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

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

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Today's date: \_\_\_\_\_

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