

Team 8A Policies and Procedures



Welcome to 8A Gemini! We invite you to join us for an exciting year of learning and accomplishments! Our goal is to provide an academically and socially supportive environment that allows each student the opportunity to reach his or her potential. We hope to develop a partnership of communication between teachers, students, and parents, creating a successful bridge to high school. Together, we can make it a great year!

Team 8A Teacher Contact Information

Writing	Mrs. Hampton	hamptonc@cm201u.org
Writing	Miss Lewis	lewiss@cm201u.org
Reading	Mrs. Crawford	crawforde@cm201u.org
Read 180	Ms. Goff	gofft@cm201u.org
Science	Mrs. Witt	wittl@cm201u.org
Social Studies	Mr. Miller	millerje@cm201u.org
Math	Miss Smulkaitis	smulkaitisl@cm201u.org
Math	Mrs. Westerberg	westerbm@cm201u.org
Design Tech	Ms. Siefert	siefertk@cm201u.org

Please feel free to contact us at any time (708) 367-2400. Your child's teachers work as a collaborative team. Most of the teachers share a scheduled plan time from 11:46 AM - 12:31 PM each Monday and Wednesday. If you would like to make arrangements to meet at the above time or before school, please contact the team.

Required Classroom Materials for Each Class (daily)

- Writing utensil
- Textbook/Novel
- Student planner
- School supplied I.D.
- Specific subject area supplies

IDs

It is a building/district expectation that all students wear their school issued, hard copy ID, on/around their neck throughout the day, during after school/extra-curricular activities, on our school busses and on any school sponsored field trips or activities.

Grades

Students and parents may check grades online using the access ID from the district. These grades are updated weekly. Parents should check students' grades regularly. If a student's grade drops below parental expectations, parents should contact the team. If you do not have your Skyward Family Access login information, please contact Technology Help Desk at (708) 367-2930.

Homework Procedures

Homework assignments are due according to specific course outlines or classroom expectations.

Please see the Crete-Monee Middle School Handbook for additional information regarding the building homework policy.

Absent Work

If students are absent, leave early, or arrive late, it is their responsibility to obtain the work missed. Parents may request absent work by calling the main office. According to the Student Handbook, students will be given a minimum of one school day for each excused absence to make up assignments and/or tests.

Tardy Policy (Per Class including Advisory)

1st - Warning

2nd - Warning

3rd - Parent contact

4th - Parent contact and teacher-directed consequence (i.e. detention)

5^{th+} - Referral to Assistant Principal

Positive Behavior Rewards

- Comet Stamps
- Positive parent contact
- Individual teacher incentives
- Team-wide incentives

Consequences for Disregarding Expectations

Students will receive consequences for violating classroom behavioral expectations.

1st infraction: Warning

2nd infraction: 2nd Warning and reminder of consequences

3rd infraction: Parent contact

4th infraction: Phone call home and request parent conference

5th infraction: Parent contact and teacher-directed consequence (i.e. detention)

6th + infractions: Referral to Assistant Principal

*Severe infractions may result in immediate disciplinary action.

Special Activities (Field trips, Celebrations, Incentives, etc.)

Students must meet behavioral, academic, and attendance expectations in order to participate. Permission slips and information will be sent home prior to the event.

Student Planner and Passes

Your child has been issued a student planner. Per our school-wide expectations, students are expected to keep track of their school work in their student planners. This tool is intended to help your child be prepared and successful. Students should carry their planners with them to all classes throughout the school day. Students must have their student planner with them in order to use a pass to leave the room to go to their locker or to use the restroom.

Class Assignments

All work must be turned in on time! While some late work will be accepted, students may not receive full credit. It is very important that all work is complete before a student comes to class. Students may be placed in team in-school suspension at the team teachers' discretion in order to make-up missing assignments.

Students will be expected to meet CMMS quality writing essentials on all assignments. Quality writing essentials will comprise up to 5% of the student's class grade.

Obtaining make-up work for days absent is the responsibility of the student. Individual classroom teachers will inform all students of make-up work procedures at the beginning of the year. Per the school handbook, students have one day for every recorded absence, plus one additional day, to complete and turn in make-up work.

Parents and students are asked to sign, tear off, and return the half-sheet page to verify that they have received, read, and understood the team's expectations and procedures.