



Team 7A Draco

Welcome to Team 7A Draco! We are excited to start a new year and partner with you in your child's education. If you need to contact us at any time, please refer to the list below. Please consider email for a quicker response. We are also available to meet before school from 7:30AM to 8:00AM or during our team meetings from 9:00AM – 10:20AM. If you would like to schedule a conference with your student's team, please contact a member of the team to schedule an appointment.

CONTACT LIST

Language and Literature	Ms. Furgason	furgasonj@cm201u.org	708-367-2707
Language and Literature Co-teacher	Ms. Daly	daly-arrivoj@cm201u.org	708-367-2749
Math	Ms. Simmonds	simmondst@cm201u.org	708-367-2737
Science	Ms. Robilotta (McCracken)	mccrackenj@cm201u.org	708-367-2728
Individuals and Societies	Ms. Roe	roeb@cm201u.org	708-367-2717
Language Acquisition	Ms. Van Beek	vanbeeka@cm201u.org	708-367-2488
Science/Math Co-teacher	Ms. Bobb	bobba@cm201u.org	708-367-2727
Science /I&S Co-Teacher	Ms. Gritzenbach	gritzenbachm@cm201u.org	708-367-2732

Team Color - Red

TEAM 7A Draco

POLICIES, PROCEDURES AND EXPECTATIONS

- Being prepared to learn leads to student success.
- 7A teaches the school-wide PBIS (Positive Behavior Intervention and Support) expectations for **Responsible, Respectful, and Safe** behavior.

I. CLASS WORK AND HOMEWORK POLICY

Please refer to the handbook for absent work policy.

Grading and Skyward Family Access

Parents/Guardians are encouraged to check the district's Family Access website weekly. Family Access is part of our Skyward software that provides information regarding student's attendance, current grade in each of his or her classes, and any missing assignments. Grades

are updated weekly. If you're having difficulty logging on or have new login information, contact the district's **Technology Help Desk at 708-367-2930**. For added convenience, Skyward provides an application on the Apple App Store and Google Play store that allows you to easily access this information on your Android or iOS device.

II. BEHAVIOR EXPECTATIONS

- **Respect & Responsibility** - 7A teachers show respect to students and appreciate respect in return. Advisory classes will discuss throughout the school year how people feel respected. Responsible behavior will be modeled throughout the year, and students will be most successful when they demonstrate responsible behavior.
- **Safety** - Student safety is a top priority. PBIS (Positive Behavior Intervention and Support) safety expectations will be modeled and upheld.

Behavior leads to positive or negative consequences. Here are some **positive** consequences for meeting/exceeding expectations:

- A pleasant environment for everyone
- Positive notes, texts, and/or calls home
- Team incentives like open gym time, games, or movies
- Team/school-wide recognition
- Student choice (Teachers ask throughout the year how students would like to be rewarded.)

Not meeting expectations leads to negative consequences. The following consequences will be issued in the event expectations are not followed:

1. Student warning
2. Student warning and reminder of consequence for third infraction
3. Parent/Guardian contact
4. Team consequence (lunch detention, writing assignment, etc.)
5. Parent/Guardian meeting with team teachers
6. Referral to Assistant Principal's Office

DISRUPTIONS to the learning environment and safety concerns -

Although these behaviors are rare, teachers want students to be aware that fighting, throwing things, use of foul language, and disrespect to a teacher or other authority figures will cause the student to be sent to the Assistant Principal's office.

III. CLASSROOM EXPECTATIONS

ENTERING THE CLASSROOM

Students are expected to follow the following procedures:

1. Enter in an orderly fashion with necessary supplies and proceed to designated seat
2. Sharpen pencils/ get necessary materials
3. Check the agenda/board
4. Begin bell work /warm-up
5. Sit quietly and work independently until further instructions are given

TARDIES

Students are expected to report to class within the allotted passing period time of three minutes.

Consequences for Tardies

1st - Verbal Reminder

2nd – Verbal Reminder

3rd – Verbal Reminder

4th – Parent/Guardian Contact

5th- Parent/Guardian Contact and Team consequence (teacher detention, writing assignment, etc.)

6th and up- Referral to the Assistant Principal's office (Consequences will be issued as determined by the Assistant Principal.)

DIRECT / LARGE GROUP INSTRUCTION

All students are expected to be respectfully attentive, follow directions, and remain in assigned seats.

SMALL GROUP INSTRUCTION

All students are expected to participate according to the assigned roles while using appropriate and respectful language/volume and staying on task.

INDEPENDENT WORK

All students are expected to sit in assigned seats while silently and efficiently completing learning activities.

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 school busses, and on any school sponsored field trips or activities.

In the event an ID is misplaced, advisory teachers have temporary IDs or students can purchase a new one for \$5 in the main office.

Student Planner and Passes

Your student 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. Teachers model this expectation, and 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 use their planners as a pass to leave the room to go to their locker or to use the restroom.

MATERIALS

1. Planner
2. Writing utensil
3. Paper/Notebook
4. Chromebook
 - a. Students are responsible for bringing their Chromebooks to school daily. Chromebooks should be fully charged at home and carried to school in the protective case provided.
 - b. Chargers should be kept at home.

Individual teachers will communicate required materials that are expected to be brought to class daily.

EXITING THE CLASSROOM

1. Record daily assignments in the student planner.
2. Straighten your desk and check your row or group.
3. Clean/pick up the area around your desk.
4. Return borrowed materials and textbooks to their proper place.
5. Sit quietly in your assigned seat and wait to be dismissed by the teacher.

IV. FIELD TRIPS / TEAM INCENTIVES

Field trips and team incentives are a fun way to bond throughout the year. Students earn the privilege to participate by meeting/exceeding expectations. Alternate activities will take place in the event that a student does not participate in the planned event. Students need a hard copy student ID to attend field trips. All chaperones are required to have a background check.

V. LOCKERS

Keeping lockers locked is the best way to protect student belongings. Students are responsible for knowing their locker combination. (Students will have time to practice at the beginning of the year.) Lockers are not to be shared or switched.

Please sign and return the following page (front and back) to your advisory teacher.

Please sign and return the front and back of this page to your advisory teacher.

7A Team Expectations Acknowledgment Form

Student Name (please print): _____

Advisory Teacher _____

Parent/Guardian (please print): _____

Phone Number 1: _____ Phone Number 2: _____

Email address: _____

Students and parents/guardians, please initial the following:

_____ We have read and understand the team expectations.

_____ We agree to meet/support the expectations and procedures set forth by the team.

_____ We agree to check Skyward/Family Access on a regular basis.

Parent/Guardian Signature _____ Date _____

Student Signature _____ Date _____

Movie Rating Permission Form

Throughout the year, the team may show videos as a reward or an incentive. Please initial below if you choose to give your child permission to participate in these school-sanctioned activities.

_____ I give permission for my child to see PG and PG-13 movies as incentives or rewards.

Parent/Guardian Signature _____ Date _____

Park/Library Permission Form

Throughout the year, team teachers may want to take students to the University Park Public Library or Palmer Park. Both places are less than a half mile from the school. Students will walk with teachers supervising them at all times. Please initial below if you choose to give your child permission to participate in these school sanctioned activities.

_____ I give permission for my child to walk to University Park Public Library or Palmer Park with teachers.

Parent/Guardian Signature _____ Date _____

**Crete-Monee Middle School
Parent-Student-Staff Compact**

As a Parent/Guardian, I agree to carry out these responsibilities:

- Make sure that my child attends school every day, on time and with homework completed.
- See that my child's Chromebook is fully charged each night.
- Call the school when my child is absent.
- Support the school's discipline policy.
- See that my child is dressed for school in accordance with the school's dress code.
- Provide a quiet time and location each day for my child to do homework and ensure my child reads daily for at least 45 minutes.
- Read school notices and check student work daily.
- Participate in a minimum of 3 activities per school year. Including but not limited to: *Field Trips, Parent Teacher Organization (PTO), Curriculum Showcase Events, Extra-Curricular Events*
- Attend Parent Teacher Conferences.
- Know how my child is doing in school by communicating with teachers and checking grades online.
- Praise my child and ask him/her about school daily.
- Interact respectfully with the school, staff, students and families.
- Return progress reports and any other school to parent communication in a timely manner.

Parent/Guardian Signature: _____

Date: _____

As a Student, I realize my education is important. I agree to carry out these responsibilities:

- Come to school daily, on time, ready to learn and with all necessary supplies each day.
- My Chromebook is fully charged at home each night and brought to school ready to use.
- Complete **quality** class work and homework daily.
- Participate in all classroom activities.
- Dress in accordance with the school dress code.
- Listen to daily announcements and share school communication with my parents/guardians.
- Adhere to the school discipline policy.
- Read daily for at least 45 minutes.
- Regularly check my grades online and talk to my parents/guardians and teachers about my progress in school.
- Respect myself and take pride in my school.
- Respect and cooperate with students, staff, and parents/guardians and ask for help when I need it.

Student Signature: _____

Date: _____

As a School Staff, we agree to carry out these responsibilities:

- Provide a safe, caring and positive learning environment for all students.
- Provide high-quality curriculum and instruction.
- Provide clear expectations and procedures.
- Meet the individual academic needs of all of our students.
- Promote student decision making, self-confidence and responsibility.
- Seek cooperation from parents/guardians to work as partners for student success.
- Update online gradebook weekly and communicate regularly with parents/guardians regarding student progress and achievement.
- Assign consistent and meaningful assignments.
- Provide parents/guardians with opportunities to volunteer and participate in their child's education.
- Interact respectfully with students, families and staff.

Advisory Teacher Signature: _____

Date: _____

Principal Signature: _____

Date: _____