



# WELCOME TO TEAM 7B



Welcome to 7<sup>th</sup> Grade! This is going to be an exciting year for all of us! In order to make this a successful year, we put together this packet so you are aware of all the expectations, procedures, and policies on Team 7B Scorpius.

Please feel free to contact us with any questions or concerns at any time throughout the year. Our phone numbers and email addresses are found below!

We are also available to meet before school from 7:30 to 8:00 a.m. If you would like to schedule a conference with your student's team, please contact a member of the team to schedule an appointment.

Subject	Teacher(s)	Phone	Email
Math	Ms. Misch	708-367-2747	<a href="mailto:mischj@cm201u.org">mischj@cm201u.org</a>
Language & Literature	Ms. Roe	708-367-2427	<a href="mailto:roeb@cm201u.org">roeb@cm201u.org</a>
Science	Ms. Madej Ms. Bobb Ms. Heywood Mrs. Daly	708-367-8365 708-367-2727	<a href="mailto:madejk@cm201u.org">madejk@cm201u.org</a> <a href="mailto:bobb@cm201u.org">bobb@cm201u.org</a> <a href="mailto:heywoodj@cm201u.org">heywoodj@cm201u.org</a> <a href="mailto:daly-arrivoj@cm201u.org">daly-arrivoj@cm201u.org</a>
Individuals & Society	Ms. Mayster Ms. Heywood	708-367-2756	<a href="mailto:maysterv@cm201u.org">maysterv@cm201u.org</a> <a href="mailto:heywoodj@cm201u.org">heywoodj@cm201u.org</a>
Language Acquisition	Mr. Cyborski	708-367-2715	<a href="mailto:cyborskit@cm201u.org">cyborskit@cm201u.org</a>

## I. Team Policies and Expectations

Team will adhere to the Crete-Monee Middle School Student Handbook Guidelines and School Matrix which you will receive during your first week of school. The school handbook is also available online on the school's webpage <http://www.cm201u.org>. We have also included some other expectations and procedures as well as our school absent policy that will be followed with all your classroom teachers.

## II. CHAMPS

CHAMPS is a management structure/format that our school uses to help students fully understand what they are expected to do in various academic settings. Every teacher has certain expectations depending on the classroom activity planned for the day. Students are required to familiarize themselves with each CHAMPS plan.

## III. School Supplies

Materials on the school supply list have been carefully selected to ensure the success of your student. Please make every effort to promote the success of your child by making sure that they are fully supplied with all of the items on the list. Please be aware that school supplies often need to be replenished several times throughout the year. If you should have any difficulty purchasing the items on the list, please notify the team teachers.

#### IV. Student Planner

In order to help students stay organized, the school has provided each student with a student planner free of charge. It is expected that students bring their planner to each class and document all homework, tests, and projects. Planners will be checked in 1<sup>st</sup> period Advisory.

#### V. 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 need new login information, contact the district's **Technology Help Desk at 708-367-2930 or the main office at 708-367-2400.** 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.

#### VI. Passes and Lockers

You are expected to come prepared to class on a daily basis. This includes having all the required materials for class, i.e. pencil/pen, notebook, proper folder, textbooks, homework, and any other materials that will be used for that class period. This also includes your charged chromebook, chromebooks should be taken home each night and charged. In addition, use of washrooms and drinking fountains are to be done during passing periods or lunch/PE. Passes will only be issued for emergency purposes at teacher discretion.

#### VII. Academic Intervention

Students who have multiple Ds/Fs will be required to participate in a parent conference with team 7B where a remediation plan and contract will be written and implemented to address the problem.

#### VIII. Student ID

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. Temporary ID's can be found in each 7B classroom. If your student misplaced their ID, they can purchase one in the Main Office for \$5.00.

#### IX. Team Activities/Field Trips/Referral Free Parties

Throughout the course of the school year, team 7B likes to provide incentives for our students in the form of parties, open gym periods, or special lunch treats. These incentives usually target a specific behavior or academic goal, such as avoiding behavior citations, avoiding Ds and Fs on a report card, or showing growth in some aspect of school. We feel that these incentives help provide additional motivation to help your students be successful. School handbook policies regarding participation in school activities will be followed.

These incentives typically require some money to pay for the treats or food that is involved. In order to help pay for these activities, we also occasionally offer students the option of paying for pizza or donut parties. The goal of these paid parties is to provide another fun activity in school, foster rapport with our students, and also raise funds for the incentives. They are entirely optional and all remaining funds collected for these paid parties are then spent on the incentives later in the school year.

Again, the paid parties are strictly optional, and all remaining money is spent to provide for students who meet the criteria for our incentives. If you do not want your student to be participating in the paid parties, no worries! That is entirely up to you and your child. The incentives will still be provided if your

student does not pay for the pizza or donut parties we occasionally offer. If you have any additional questions, feel free to contact one of the 7B teachers for more information. Thanks, and we look forward to having a great rest of the school year with your students!

## X. Tardy

You are expected to arrive at each class on time ready to work. If you arrive after the bell without a pass, you will be marked tardy. Tardies will be tracked and recorded on a *per class basis*. Below is the detailed tardy policy for each trimester.

### Tardy Policy for Each Trimester

- **1st & 2nd Tardy:** Student will receive a warning from the teacher.
- **3rd Tardy:** Teacher will contact parent/guardian.
- **4th & 5th Tardy:** Lunch detention and parent/guardian contact.
- **6th Tardy and beyond:** Student will receive a referral.

## XI. Behavior Management

Students who are not following the expectations of the classroom will earn consequences. Each teacher has their own management plan which includes, but is not limited to, warnings, moving seats, phone calls home, lunch detentions, parent meetings with the team, etc. Behaviors which endanger the safety of others, are extremely disrespectful, or become a chronic issue will be considered referable offenses.

**Complete and return to your Advisory Teacher!**

**Due By: Friday, September 6**

**Please make sure to sign BOTH sides.**

**Student**

I, \_\_\_\_\_, have read and understand the team's expectations and  
*(Print student's name)*  
procedures, which can be found in all 7B Google Classrooms.

\_\_\_\_\_  
*(Student's signature)*

**Parent/Guardian**

Please sign below acknowledging that you have received and read the team 7B expectations:

\_\_\_\_\_  
*(Parent/Guardian's signature)*

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**Movie Rating Permission Form**

Throughout the year team 7B may show PG movies/videos as a reward or an incentive. Please sign below if you choose to give your child permission to participate in these school sanctioned activities.

\_\_\_\_\_  
*(Parent/Guardian's signature)*

**Photography Release**

Team 7B may take photos or create videos detailing our activities and projects. While we may have a photo release on file at the district office, please sign below indicating that your 7B student has permission to participate in special 7B incentives that will be photographed or filmed.

\_\_\_\_\_  
*(Parent/Guardian's signature)*

**Park/Library Permission Form**

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

\_\_\_\_\_  
*(Parent/Guardian's signature)*

**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:** \_\_\_\_\_