

# MISS WITTENBERG'S CLASSROOM EXPECTATIONS

Please visit <http://jwittenberg.weebly.com> for important announcements, homework, notes, etc!

Dearest students and families,

Greetings and welcome to Miss Wittenberg's classroom! Summer has quickly come to a close and the school year is now upon us. My name is Miss Jennifer Wittenberg, and I am looking forward to a wonderful school year at Emge. I recently graduated from SIUE with a degree in Elementary Education and a math endorsement for the middle school grade levels. This year is going to be full of tremendous learning opportunities and success, something that I know each student is capable of achieving. I will do all that I can to make sure your student is comfortable in my classroom, is able to learn effectively, and exceeds all of my high expectations. This class will be co-taught with Miss Mehrmann during 1<sup>st</sup> period and with Mrs. Lievers during 7<sup>th</sup> and 8<sup>th</sup> period. This letter contains information regarding rules, procedures, and expectations. After you have discussed these items with your student, please sign and return the signed portion to me by August 24th and your student will receive 5 bonus points for being prepared and ready for the school year. I look forward to meeting and working with each and every one of you!

## Homework Policy/Grading Policy

Your student should expect to have an assignment 4 times a week or less (on occasion). These daily assignments will be due the very next day of class at the **beginning** of class, unless told otherwise. Students should turn in their work in the assigned tray at the front of the classroom. If any work is not turned in at this time, it will be considered late. When a student has not completed an assignment then he/she will write the date and name of assignment in the "Late Homework" binder and will explain why it is late. This will help keep track of how many times a student has done this. If the student refuses to fill out this small amount of information in the binder, then the work will not be accepted. Late work that has been acknowledged and recorded in the binder will be accepted for partial credit. Repeatedly turning in late assignments will drastically affect a student's grade. If a student is having trouble with an assignment, that student should **not** hesitate to contact me or meet with me before or after school. It will help the student if he/she meets with me before the assignment is due. As soon as class starts, that assignment must be turned in or it will be late.

This classroom follows the district grading scale which is listed below:

A	96-100	A-	93-95		
B+	90-92	B	87-89	B-	84-86
C+	81-83	C	78-80	C-	75-77
D+	72-74	D	69-71	D-	66-68
F	65-0				

If a student is absent, that student has the responsibility of picking up any missed work from the makeup folder. It is also the student's responsibility to get missed notes and info. Please let me know about any known or extended absences so that arrangements can be made. 7<sup>th</sup> grade can check **7thgrade.harmony175.org** to see past/present homework. You can also visit my website (listed at the top of this page).

## How To Reach Me!

I wish to keep communication open between you and your family! If you have ANY questions or concerns, please do not hesitate to contact me at 397-6557. You may also email me at [jwittenberg@harmony175.org](mailto:jwittenberg@harmony175.org). I will get back to you as soon as I can! Conferences are twice per year. If other conferences are desired, please schedule those with me by phone. Thank you!

## **Rules/Expectations**

RESPECT...this is what I expect to see my students display through their words and actions each and every day. This behavior should not only be exhibited within my classroom walls, but it should continue as they move throughout the hall to their next class. By respecting themselves, others, and property, we will all have a successful school year. I expect my students to BE their best, and DO their best when they are in my class. When students choose to be respectful and to be their best self, the classroom will be able to work together and do AMAZING things. I wish to maintain a positive learning environment for all students throughout the school year.

How to show RESPECT:

***Remain seated at all times unless given permission to leave the seat.*** When you enter the classroom, turn in your assignment to the designated place. Quickly and quietly find your seat and begin working on the Bell-Ringer for that day.

***Examine all work prior to turning it in; include proper heading.*** The proper heading for this classroom is as follows: Name, Number, Period number. Each student will be assigned a number on the first day of class. This number needs to be written on all assignments. You must show work on all assignments to receive full credit. This is extremely important for success in mathematics. Also, complete your homework in pencil unless otherwise stated!

***Stay quiet; wait to be called on.***

***Prepare for class daily by bringing homework, books, pens/pencils, paper, etc.*** For math class, you must bring a pencil, calculator, textbook, and loose leaf paper EVERY DAY. You will be prepared for class if you bring these items and use the restroom during the pass period.

***Exercise good judgment before speaking; you may end up eating your words.***

***Consider others and their property; remember the "Golden Rule".*** Always treat others the way you would want to be treated.

***Talk only at appropriate times; raise hand for acknowledgement.*** I expect full participation and attention during lessons and activities. I want to hear what you have to say, but only when it is done in a respectful manner. There are many ways to solve mathematics problems and I encourage you to share any information you have that is related to our lessons!

**\*Please refer to the School District handbook for further explanation of rules.\***

**NEW RULES:** Students can only go to their locker before/after school and before/after lunch.

Tardy students will report straight to the office and then come back to the classroom.

## **Supplies**

7<sup>th</sup> and 8<sup>th</sup> graders will be required to keep an organizational folder for all classes. We highly recommend the 10-pocket folder available at registration. Some items may need to be replaced throughout the year, but the following items will be needed:

1 spiral notebook	24 #2 pencils PER QUARTER
Pens (blue/black/red)	6 packages of loose leaf paper
2 highlighters	1 pencil pouch or box and 1 manual pencil sharpener
2 packages of 100 3x5 index cards	3 boxes of Kleenex
1 spiral sketchbook (blank pages)	1 pair of gym shoes
Earbuds	1 P.E. uniform

**1 TI-30XIIS scientific calculator** (purchase from Miss Wittenberg or Mrs. Lievers for \$12.50; if you have TI-30XA, you may continue to use it)

Students, please review all policies/procedures/rules with your parent/guardian. Sign and detach the signature portion by August 24th and you will receive 5 bonus points! ☺

Parents/Guardians, please contact me with any questions or concerns you may have. I cannot wait to have a great year with your student(s)! ☺

Please sign, date, and return this page to Miss Wittenberg ASAP. Keep the rest for future reference!

**STUDENTS:** I have read and discussed the classroom rules and expectations with my parents. I will honor these rules and expectations, as well as those that are in the Emge Junior High handbook, while in Miss Wittenberg's classroom.

Printed Student Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date \_\_\_\_\_

**PARENTS:** I have read and discussed the rules and expectations for Miss Wittenberg's classroom with my child. I understand them and support them.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Phone numbers where parent/guardian can be reached:

Primary: \_\_\_\_\_

Secondary: \_\_\_\_\_

Email Address: \_\_\_\_\_

Additional information/comments or questions:

---

---

---

---

---

---

---

---

---

---