

Dear Parent(s) / Guardian(s),

My name is Mr. Dunbar, and I am looking forward to a great year with your child! I ask that you read through my classroom procedures, and go over them with your child. I am very optimistic that we will have a successful year. Please do not hesitate to contact me with any concerns about your child. My contact information is listed at the end of the procedures packet. Also, I will be sending out a weekly social studies tentative schedule which will give a basic outline of what we will be covering that week. If you would like to receive those emails, please indicate your preference at the end of this packet. Also, if there are additional email(s) you would like added to the weekly email please list those as well.

Coach Dunbar's Supply List 2017-2018 School Year

****Your student will be given a 3-ring binder for social studies****

Supplies you will need:

- Number 2 pencils
- Loose leaf notebook paper
- 1 pack of colored pencils/1 yellow highlighter/ 1 red pen for grading
- Glue sticks (for interactive social studies notebook)
- Scissors
- 5 tab dividers (for interactive social studies notebook)

Again, I truly appreciate your cooperation! I look forward to a great year with your student!

Sincerely,

Chris Dunbar

Mr. Dunbar
7th/8th Social Studies
Johnson County Middle School Room 312

Welcome back to school! We are going to have an awesome educational experience this year! Please know that I expect great things out of each and every one of you. In order to achieve your highest potential, you will need to familiarize yourself with my classroom procedures.

Behavior Chart: There will be a behavior chart for each class. Behavior infractions will be recorded on this chart in order to keep track of student behavior. If a student has a certain number of “fouls” (behavior infractions) in a nine week grading period, a consequence will be assigned to the particular student. Disciplinary referrals may be written upon first offense in some cases (disrespectful behavior, violations of school policies, tardies, etc.). Longhorn Bucks will also be taken into consideration.

Classroom Entrance

You will enter the classroom in a **quiet, respectful** manner. Please be ready to begin class immediately. You will begin work on the bell- ringer and/or writing down the day’s E.Q. (Essential Question) in your notebook.

Classroom Materials

You will need to bring your materials to class every day. It is your responsibility to write down any assignment in your notebook or assignment book. If there are any extra materials needed, I will let you know in advance.

Pair/Group Activities

Throughout the year you will be working in groups or pairs in order to build upon your knowledge. **Everyone** is expected to participate. If you fail to contribute to the activity equally, **your grade for the activity will be lowered accordingly.** If you finish an activity early while other students are finishing up, you are to read silently at your desk or you may work on something for another class as long as you have **completely** finished all of your work for social studies.

Getting Your Attention

When I want your attention I will either say excuse me, ring the bell, raise my hand, or stand silently. I expect you to become silent and listen immediately! If this does not happen, consequences will be initiated for the whole class or for the student individually.

Homework

Assignments will be posted on the board. In my class, there will not be many homework assignments. If students do not utilize class time wisely, though, assignments may have to be completed at home. When a homework assignment is made, however, you are expected to have the assignment **complete by the due date**. If an assignment is late, points will be deducted accordingly.

Restroom

If you need to go to the restroom, please raise your hand and ask at an appropriate moment during class. Please do not interrupt discussion or lecture. There is a sign out sheet on the table in the front of the room as well as hall passes. Students are strongly encouraged to utilize time between classes efficiently in order to avoid frequent bathroom use during class time.

Class Dismissal

You will not pack up to leave the classroom until you are dismissed. Always push in your chair and straighten up your desk area.

Tardies

In my classroom, **you are expected to be on time and prepared every day**. The consequences listed in the school handbook will be enforced in my classroom.

Missed Assignments/Tests

It is your responsibility to get and make up any missed assignments or tests. Students missing school will need to request missed work from me the day they return to school. Students will have 3 days in which to complete and turn in all missed work for all classes. **It is the student's responsibility to ask for any missed work and then turn it in on time.**

Hall Policy/Locker Breaks

In the hallway you are to respect all school rules and be **quiet and respectful** of other students who are still in class. If my class is still in session when you arrive, you are to respectfully line up along the wall to the right of the entrance door. You may then enter the classroom once the students from the previous class have made their exit from the room.

JCMS locker policy: Students will be allowed to visit lockers prior to 1st, 3rd, and 5th, as well as at the end of the day. Students will not be allowed to be at lockers at other times without written permission from teachers.

Cell Phone/Electronics Policy

The school's cell phone/electronics policy **will apply** in my classroom. You may have it on your person, but it must be off or silent during all school hours. If I **see or hear you using your cell phone or non-school related electronic device** during my class, the consequences will be in line with the school handbook.

Extra Credit

The main extra credit opportunity students will have in my class relates to our Word Wall in the room. During each unit, students may bring a picture or sketch (either done themselves or from another resource) that relates to the definition of one of our unit vocabulary terms. Students will be allowed to choose one word per unit, and must check with me which word they will choose so that I can ensure that all of our words are represented on the wall. Students can earn 5 points on a daily grade assignment for their efforts, but NOT on a test or quiz.

Cheating

There is a zero-tolerance policy for cheating. You are expected to **keep your eyes on your own paper during tests and quizzes**. You will be expected to use a blank sheet of paper to cover your paper during quizzes/tests.

Social Studies Notebook

It is very important that you **keep up with your social studies notebook**. These will be checked **at least once every 9 weeks** for a grade.

Grading

*All Assignments will be weighted the same

Grading Scale

93-100 =A

85-92=B

75-84=C

70-74=D

Below 70=F

Contact

Email: cdunbar@jocoed.net

Phone: 727-2600 (School phone—If you call earlier in the day, I will get back to you during my planning period)

Planning time(s): 5th period M-F / 12:54-1:55

Additional Info.

Also, I will be sending out an email every Monday which will indicate the tentative schedule for social studies that week. Please list your email and mark whether or not you would like to receive the weekly email.

Please discuss these rules, procedures, and consequences with your student. Please sign and return this slip recognizing you have read the classroom procedures. Thank you so much for your time and effort in helping make this a successful school year for your child.

Parent/Guardian Signature _____

Student Signature _____

I would like to be added to the list for the weekly tentative social studies schedule: Yes / No

Parent(s)/Guardian(s) email for the weekly social studies schedule
