

Dear Parent/Guardian and Student,

 Welcome back to Black Mountain! As we start the new school year, it is extremely important for students to start and maintain good homework and study habits. With this in mind, please take some time review this packet together. After you have thoroughly reviewed the packet, please sign and return the signature sheet. Your signatures will indicate to me that you are aware of my classroom policies as well as count as the first grade for the year.

 In this class, students will be working through several different units through the year. There is not a textbook that is required for your child to use. However, there is a class set of textbooks available in the classroom that will be used to supplement the units being taught. I have several textbooks available for students to check out if they wish to bring one home to help them study the content. Since there is not a required textbook, it will be essential that your child keep all handouts and notes in their required science binder and keep them up to date.

 My objective is to making learning science an enjoyable and worthwhile part of every child’s education. With discipline and creativity we can achieve this goal. Please feel free to contact me with any questions or concerns you may have. The school number is (606) 827-2214 and my email address is rene.mattern@harlan.kyschools.us. I look forward to working with both students and parents. Together we can me this an excellent school year!

Sincerely,

 Mrs. Mattern

 (606) 827-2214

 rene.mattern@harlan.kyschools.us

**Guidelines for Mrs. Mattern’s Classroom**

* **Classroom Rules**
	1. Be Positive
		+ Students are expected to bring a positive attitude to class every day. This includes being polite to everyone in the classroom. We are a learning community where everyone encourages each other.
	2. Be Prepared
		+ Students are expected to come to class with all materials needed for the day. This includes their science binder, a pencil, and any assignments.
	3. Be Productive
		+ Students are expected to use their class time wisely and diligently work on assignments and lessons.
* **Materials**

Students are required to have a pencil (no pens), science binder, and paper for class. Students may be required to have other materials for labs and projects throughout the year. I will give at least one week notice if any special materials are needed.

* **Homework**

Some assignments will be required to be completed outside of class time. Assigned homework will be checked/turned-in at the **START** of each class on the day it is due. Unfinished work will only receive a partial grade.

* **Bathroom, Locker & Water Fountain**

Take care of these necessities during your passing time between classes.

Students who leave during class time for these purposes will be assigned one D-hall, except in cases of emergency. Students **MUST** have a hall pass to leave the classroom.

* **Labs**

Students are expected to follow **ALL** directions and safety procedures during labs. There will be no tolerance for any type of horseplay or misbehavior during labs as this puts the safety of all students at risk. Students who do not follow proper procedures will be removed from the lab activity and, if misbehavior continues, may not be allowed to participate in future labs. The teacher reserves the right to give partial credit or an alternate assignment in such cases.

* **Substitute Teachers**

In the event that I must be absent from school, students are expected to conduct themselves appropriately for any substitute in the classroom and continue to follow classroom rules. Students misbehaving to such a degree that a note must be left for me will receive a mandatory two days of D-hall.

**How to Study for Science Tests**

* 1. Remember the three main sources from which to study:
		+ Class notes
		+ Completed and corrected homework/practice assignments
		+ Quizzes
	2. Steps to being successful in science
		+ Organize all notes and make sure that they are complete
		+ Select sample problems from any of the sources above and complete them
		+ Study in advance so that if you experience problems, you can ask Mrs. Mattern for help before it is too late
		+ Read through you rnotes every night, and practice problems that you find difficult. Your notes and corrected homework should be full of correct problems. Try them again!
		+ As questions when you are having trouble following the lesson
		+ In class, listen, ask questions, and copy sample problems.
		+ Make a list of science vocabulary from which to study. You will be required to use correct vocabulary in class.

**How to Get Extra Help**

Sometimes it takes a little extra practice to understand some science topics. If you are struggling, please get help as soon as possible. DO NOT WAIT UNTIL IT IS TOO LATE! I will be glad to help you. You have options for extra help:

1. Make arrangements with Mrs. Mattern to stay after school as soon as possible.
2. Contact Mrs. Mattern or other students through the class website.
3. Organize a study session with a friend. Practice the work together. Review completed assignments. This is a great way to study. Learn from each other.

**Grading Scale**

|  |  |
| --- | --- |
| A | 94-100 |
| B | 87-93 |
| C | 80-86 |
| D | 70-79 |
| F | 69 or Below |

**Keys to Success**

We will always uphold an image that shows we have our act together. All day – everyday! We will treat each other with respect and will treat all adults and visitors to the building with respect.

We will achieve this by:

1. Always be polite.
2. Always be respectful by saying “please”, “thank you”, etc.
3. When given something, never insult the person by making negative comments about the gift. Always show appreciation.
4. Showing respect by avoiding rude gestures or sounds (such as rolling eyes).
5. Making eye contact and facing the person who is talking.
6. Waiting to raise your hand to comment until a speaker is finished.
7. Respecting other students’ comments, opinions, and ideas.
8. Showing good sportsmanship by not bragging if you win and not showing anger if you lose.
9. Follow along in class. Listen, focus, and follow instructions.
10. Do not ask for a reward.
11. Transitioning quickly, quietly, and orderly.
12. Not moaning or complaining about activities/groups or homework.
13. Not getting out of your seat without permission.
14. Not speaking unless:
	1. You raise your hand and are called on.
	2. You are asked a question and are responding.
	3. You are instructed otherwise.
15. Cleaning up after yourself. This means the desk, the floor, and in the cafeteria.
16. Do not talk when we are traveling as a class in the hallway. Walk single file and face forward at all times.
17. Pay attention during assemblies.
18. Always be honest.
19. Perform random acts of kindness.
20. Be the best person you can be!

**Signature Sheet for Mrs. Mattern’s Class**

Please sign and return by MONDAY, August 10, 2015

PRINT Student Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PRINT Parent/Guardian Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Phone Number(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Email Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 Student Signature Parent/Guardian Signature

