

**Please be sure to include your child's first and last name on all correspondences.**

## **SASS (Student Academic Success Skills) Syllabus**

**Please note:** This syllabus is intended only as a general idea of how grades will be computed this year. It is possible that there will be changes in what is assigned, scored, collected, etc. and therefore possible changes in how grades are figured.

### **Description/Objective**

The aim of this class is to expose students to additional academic opportunities. This includes working on remediation/enrichment skills, budgeting, and study skills.

### **Expectations** - Safe, Respectful, Responsible, On task, Positive Attitude

Being prepared for class is an important part of a student's responsibility for learning. Most supplies will be provided, but students are expected to bring the materials they need for class each day, including their notebook, binder, textbook, etc. Students who do not come to class prepared will lose participation points. If for any reason you cannot get the supplies needed, please let me know! I will do what I can to make sure your child is prepared for class.

### **Required Supplies**

- ✓ 1 - pocket folder (with holes) (will be left in the classroom)
- ✓ 1 - composition notebook or 90 pg spiral (will be left in the classroom)
- ✓ Charged Chromebook
- ✓ Planner

### **Format**

- ✓ Every Monday is a study skills day for all students.
  - Planner checks – students must have something written on every day for every subject other than PE
  - Clean out backpacks (first Monday) – students will remove everything from their backpacks, organize loose papers into folders or notebooks, throw away trash, organize materials, update notebooks, etc. I will not be going through their backpacks, just checking they cleaned them out.
  - Grade check – students will show they have no missing work.
    - If work is missing, students will complete that work.
    - If an assignment is listed as missing but has been turned in waiting to be updated, students will be assigned an academic assignment to work on.
    - Students not missing work will have the opportunity to work on future assignments, read, play online chess, or do something else that benefits them academically.
- ✓ The remaining days are dedicated to working on individualized academic needs.
  - Students will work on an assigned academic skill at the beginning of the class.
  - Students will work on remediation/enrichment topics that are specific to their needs.
  - For students needing it, group or individual projects will be offered, such as putting together a multi-media presentation on a topic they like using multi, working on some GATE projects.
  - Students who miss class are responsible for making up missed work on their own time. Deadlines will not typically be extended due to absences and lessons will not be retaught.
  - Students with approved independent study will be given alternate work to complete for this class.
- ✓ There is no homework for this class unless a student has been absent or fallen behind in their work.

## Grading

- ✓ **Grades** are divided into three categories: *Planner, Participation, and Work*
  - **Planner (15%)** – students must have their planner completely filled out for Science, Math and Core. This includes homework assigned, upcoming due dates, and if nothing else, what they learned in class that day. Every day for these 5 subjects must be filled out.
  - **Participation (35%)** – students are expected to participate in classroom activities and discussions. This includes on-task behavior, appropriate use of class time, using materials and electronics responsibly, and following directions.
  - **Work (50%)** – this includes online lessons, practice, enrichment and remediation.
- ✓ **Aeries**
  - The Aeries portal is used to keep parents up-to-date on their child's progress. Please contact the front office if you are unable to access your child's information.
  - Students are responsible for keeping up with their grade on Aeries and speaking with me if they have questions.
  - Students have 3 days from when the assignment score is posted to turn it in for "late" credit. Late credit earns only partial credit.
  - Due to the nature of this elective class, grades visible on Aeries don't necessarily represent the most accurate grade for a student. Scores are typically entered at the end of a unit or project. This means a student's grade can change quickly as grades are not necessarily updated every two weeks.
  - A detailed list of my **grading codes** is available on my school webpage. The most often used codes are "NP" for "not present" and "I" for "incomplete". "NA" means the assignment didn't apply to that student.
- ✓ **Work**
  - Class assignments are posted in Google Classroom.
  - If a student misses a day they still must complete that work.
- ✓ **Completion of homework for other subjects is NOT included in the grading process for this class.**

## Communication

- ✓ Please include your child's first and last name in all communications.
- ✓ The best way to contact me is via email. Please email me at [dmcrae@jsdtracy.com](mailto:dmcrae@jsdtracy.com) and allow at least 24 hours (Monday – Friday) for a response if you've asked a question. Please keep in mind that I don't read my emails on weekends. Please do not leave messages on the classroom phone. I don't check it.
- ✓ Parent meetings will only be scheduled after the student has met with me personally to address their concerns.
- ✓ If a parent meeting is needed, they are scheduled prior to school from 7:40 – 8 am. Students are expected to be present for the meeting and be an active participant in all discussions.

I look forward to introducing new topics and skills to the SASS students this year.

Sincerely,

*Ms. McRae*