

## 2024-2025 School Year

### 7th grade Advanced Reading

Mrs. Robin Neelley

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303-646-1855 ext. 4984

Welcome to 7th-grade Reading! I am excited to work with you this year and share with you my love for reading, writing, and communication. Please don't hesitate to contact me throughout the year with any questions about class, homework, grades, behavior or anything else.

#### Classroom Expectations

- Be prompt. Please see your handbook for the tardy policy.
- Be prepared. Bring required materials (including Chromebook) and have assignments ready to turn in when class begins.
- Be polite. Show respect for yourself, others, and the building.
- Be productive. Use class time effectively and productively to meet academic goals.

#### Classroom Procedures

- Upon entering the classroom, please sit in your assigned seat and look at the board for the day's work.
- Healthy snacks may be eaten during class, as long as the students pick up after themselves. Students are encouraged to bring water bottles.
- The teacher dismisses class, and all areas need to be free of trash and personal items.

#### Absences

- When a student misses class, he/she can check our Google Calendar (linked on my webpage) to see what was missed and when it is due. The path is first our district website, click on Elizabeth Middle School, click on classrooms, click on my name, and finally, click on "calendar".

#### Supplies

- Loose leaf paper for assignments
- Personal copy of 7 Habits for Highly Effective Teens (purchased with school fees)
- Multiple Colored Highlighters and Colored Pens (optional)

#### Content

Work inside AND outside of class	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
IXL/iReady  <i>The 7 Habits of Highly Effective Teens</i> annotations	Nonfiction: <i>The 7 Habits of Highly Effective Teens</i>  Depth and Complexity	Novel: <i>The Call of the Wild</i>	Novel: <i>Farewell to Manzanar</i>	Superhero Short Story

### **Late Work Policies**

Students are required to turn assignments in on time to receive full credit. Late assignments are accepted within a week of the due date, with a 75% credit policy. Late assignments for excused absences are only counted late after the student has gone over the number of days allotted for that absence. For example: If a student is absent for two days (excused), then the student has two days after returning to complete and submit their missing work. On the third day, work still not turned in will follow the 75% late policy.

However, any long-term assignments/projects pre-assigned are due on the respective due date. These long-term assignments/projects must be turned in the next day after an excused absence to receive full credit, or the 75% credit policy will be in effect.

Please Note: When a student does not have their Chromebook at school, teachers will work with the student to get them what they need to be successful, ie. print out materials, allow the student to handwrite the final draft, borrow a classroom Chromebook when possible, etc. However, the student is still responsible for completing their assignment(s) on time.

### **Cell Phone Policy**

No cell phones will be permitted in the classroom. The 7th grade team has implemented a cell phone caddy for student phones when present in class. Students are required to place their cell phone in their assigned spot in the caddy upon entering the classroom. Students may pick up their phones before exiting at the end of class. If parents need to contact a student, or a student needs to contact their parent, the office phone may be used. Students violating the cell phone policy are subject to the 'EMS Cell Phone Policy' in the 2023-24 Student Planner.

### **Discipline Policy**

- 1st incident - verbal warning and conference with the teacher
- 2nd incident - conference with the teacher and fill out a Think Sheet
- 3rd incident - parent contact
- 4th incident - parent contact and office referral

### **Tardy Policy**

- 1st tardy - warning and documentation
- 2nd tardy - warning, documentation, and parent phone call
- 3rd tardy - office referral, parent phone call, and lunch detention with me
- 4th tardy - office referral, principal calls home, lunch detention in office
- 5th tardy - office referral, principal calls home, 1 week of office lunch detention

Communication is vital to the success of your student, so please contact me at any time. My email address is the quickest way to reach me, but you may also call the front office, and they will forward your call to my voicemail. I look forward to corresponding throughout the year.

Sincerely,

*Robin Neelley*

**Neelley Reading Syllabus Signature Page**  
**2024-2025 School Year**

I have seen and read the course syllabus for Mrs. Neelley's class, and I will do my part to help my child succeed in reading this year.

Parent's printed name \_\_\_\_\_

Parent's signature \_\_\_\_\_

The best way to reach me is \_\_\_\_\_

I have seen and read the course syllabus for Mrs. Neelley's class, and I will do my part in becoming successful in writing this year.

Student's printed name \_\_\_\_\_

Student's Signature \_\_\_\_\_

Class Period \_\_\_\_\_

If there is anything you would like me to know about your child, please share it here or send me an email.

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**Parents and students, please fill out this form, sign and return it to me by Friday, August 23rd for extra credit points.**