

Dear Parents/Guardians,

I am honored to have the opportunity to work with you and your scholar for this school year. In order to ensure the success of your scholar, I have the following expectations

1. **Homework/Classwork:** Practice for the game (test)
  - a. May include reading, notes, activities, projects & studying for tests
  - b. Late work will be accepted for ½ credit
2. **Tests/Quizzes:**
  - a. Students will receive at least one week notice before tests
  - b. Quizzes may be given at any time, without prior notification
3. **Absence Procedures:**
  - a. Upon returning from an absence students have until the date I give them to turn in any work they missed while they were gone (usually a week)
  - b. Student is responsible for obtaining any work missed during an absence
4. **Participation:**
  - a. Students must be in seat by bell and prepared to work
  - b. Verbal participation is a must
5. **Criterion for Credit:**
  - a. Proper heading, according to teacher
  - b. Must follow steps/directions as outlined by teacher
  - c. Work must be turned in according to teacher instructions

#### **GRADING SCALE**

(-/10) means assignment is listed/grade not entered.

(0/10) means the assignment is missing or incomplete and received a zero. If a student is absent, the 0 will be replaced with a grade once the work is turned in.

#### **Categories**

Test/Quizzes	Projects	Homework/Classwork
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Please email me: [e.grove@westside.k12.ca.us](mailto:e.grove@westside.k12.ca.us) once you have read this letter. A timely email will ensure your student of a grade for this assignment. **In the email please include the first and last name of your student.**

Ellen Grove  
6th and 7th History