**Ms. Tharayil’s Syllabus**

**and Classroom Contract**

**St. John Eudes School Mission Statement:**

*“…to educate students to live as committed followers of Jesus Christ as faithful members of the Catholic Church and to succeed in the 21st century as responsible learners, productive leaders, and caring citizens of their communities and environment […] We guide children with knowledge and the love of God to empower them with Christian morality, character, compassion, and integrity.”*

**Welcome to Ms. Tharayil’s science and writing class!**

I am thrilled to be here at St. John Eudes School.  I am looking forward to spending a great school year with you! My goal for you during this year is that you:

* will meet or exceed SLEs and content area standards inscience and writing;
* develop a love and passion for science/writing;
* gain the skills to be everyday scientists and writers;
* always aspire to be a life-long learner;
* and most importantly, develop a sincere appreciation and gratitude for the beautiful universe and the immense talents God has given us!

In order to prepare you for the year ahead, in the following pages, I have outlined: my expectations for you; materials you will need; how you will be graded; and other, miscellaneous information.

*Please review this information with your parents, and return the signature page with both****your AND your parent’s signature****to me by****Thursday August 30th, 2012***.

***Behavior Expectations***

1. Respect yourself and respect others
2. FOLLOW ALL LAB RULES, PARTICULARLY SAFETY PROCEDURES!
3. Come prepared to school everyday with all necessary supplies
4. Raise your hand when you would like to speak
5. **Always** listen to instructions first, and clarify instructions if you are unsure
6. Pay attention when the teacher and class mates are addressing the class
7. Actively participate in class discussions and learning activities
8. Be responsible, and do not endanger yourself or others.
9. Copy down homework and finish all assignments in a timely manner
10. Have fun and enjoy learning!

**Discipline Policy**

The discipline policy in class corresponds with the discipline policy at St. John Eudes.  I am firm, fair, and friendly in an effort to guide students on their journey to becoming morally responsible individuals who actively contribute to creating a safe and productive learning environment for all.  Unfortunately, sometimes students make unfortunate choices.  As a result, the discipline policy is in place, but rather than be punitive, the focus of the discipline policy is on ***refocusing students to act as a positive member of the class community.***

**Academic Expectations**

*Homework*

* You are required to keep an “Assignments” folder that will have at least 2 major sections, which are CLEARLY labeled: 1) To-Do Assignments and 2) Graded Assignments
* “To-Do Assignments” Section: In this section, you will copy down and file all the assignments that you need to complete
* “Graded Assignments” Section: In this section, you will file all graded and returned assignments. Assignments should be filed chronologically. You will be provided a log sheet to  keep a record of all your returned and graded assignments. This will be very helpful as you build your portfolio (more details on the portfolio described below).

Note: I will help you set this up the first week of class.  Also, assignment folders will be checked periodically to ensure that they are being updated.

* At the beginning of the period, as soon as you enter the classroom, place your homework that is due on that day in the “Homework” basket for your period (unless notified to do otherwise by the teacher)
* Remember YOU are responsible for turning in your homework. If your assignment is not submitted into the homework bucket by the time I collect it, it will be considered late and points will be deducted. There may be last calls to turn in homework occasionally, but that is not a guarantee.
* At the beginning or end of the period ONLY, check to see if there are any graded homework assignments for you to pick up in the basket labeled, “Graded Homework”.
* If you do get back graded assignments, file it in your assignments folder in the appropriate section

*Absent/Make-up Work*

* Upon return, immediately go to the “Make-up Work” corner of the classroom
* Look in each subject folder and copy down or take a copy of each assignment and note their due dates
* File these assignments in the “To-Do Assignments” section of your Assignment Folder
* Take and fill out a purple “Absent” slip to attach to these make-up work assignments
* If you are unclear about an assignment’s directions/requirements either:
* Talk to the teacher before or after class
* Sign up for a meeting time with the teacher on the “Meeting with Teacher” clipboard

*Distributing/Collecting Papers*

* The teacher will place any papers in the center of your table
* Take one from the center
* If the teacher needs to collect any papers (except for tests/exams) in class, place the papers in the center of the table in a neat pile, and the teacher will come around and collect the piles.

*Bathroom*

* Please use the restroom before school, or during recess and lunch.
* If you absolutely must use the restroom during class, you MUST ask the teacher for permission.
* Before you leave for the restroom, sign out on the “Bathroom” clipboard, and record the time.  This is a safety issue.  I need to know where you are in case of an emergency.
* Take the hall pass and a partner
* When you return, record the time of your return on the clipboard.

**Materials**

*Science:*

You will need the following materials/supplies for **SCIENCE**:

* Pencils and erasers
* Ruler
* Notebook
* 1-inch binder (any color) with lined paper
* Composition book/writing journal to be used as your journal
* An accordion folder or a 1-inch binder (to serve as a homework folder)
* **A 3-panel poster board**

*Writing****(****7th and 8th Graders only!):*

You will need the following materials/supplies for **SCIENCE**:

* Pens (blue/black, red, and another color your choice)
* Pencils and erasers
* Composition book/writing journal
* Lined paper
* 1-inch binder (shared with the literature binder)
* An accordion folder or a 1-inch binder (to serve as a homework folder)
* **A 3-panel poster board**

(Note: 7th and 8th Graders, you only need one accordion folder and one 3-panel poster board, you DO NOT need to buy a second one for writing class)

**A materials/supplies check will be conducted on Thursday August 30th, 2012.** Please have all your materials ready by then.

**Grading:**

*Science*

The determination of your **Science** grade for each grading period will be broken down in the following way:

* Projects (most done in class except for the science project): 30%
* Final Portfolio 15%
* Tests and Quizzes: 25%
* Classwork: 15%
* Homework: 5%
* Religion and Science Journal: 5%
* Participation: 5%

*Writing (7th and 8th Graders ONLY!)*

The determination of your **Writing** grade for each grading period will be broken down in the following way:

* Major Writing Assignments/Projects: 30%
* Final Portfolio 15%
* Tests and Quizzes: 20%
* Classwork: 20%
* Homework: 5%
* Writing Journal: 5%
* Participation: 5%

*\*These grade distributions are subject to change based upon the class needs.*

*\*Over the course of the year, you will be required to maintain a portfolio (*one for science, and one for writing)*that represents your learning and best work. More details will be provided later.*

**Office Hours and Contact Info**

I (Ms. Tharayil) will try to hold office hours every **Tuesday from 3:00pm-4:00pm.** If you have any questions, need any help, or would like to meet with her for any reason, feel free to come by my classroom during this time. It would be helpful to give me some advance notice if possible, but if not, I should usually be available during this time (I will notify you if I cannot hold office hours on any given week). Your parent(s)/guardian(s) are also free to come meet with me during office hours as well.

If you would like to contact me, you may email me at:

stharayil@School.StJohnEudes.org

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*\*Please read and sign the following statement with your name. Please also have your parent(s)/guardian read the syllabus and sign below.\**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ agree to **respect and abide by** the

        (Student Name)

above guidelines and expectations outlined in Ms. Tharayil’s syllabus and contract. I pledge to respect myself, my fellow peers, my teacher, my principal and vice principal, as well as all other school personnel. I also pledge to put forth a complete and **earnest** effort in all that I do this school year. Together, we hope to work toward a common goal of gaining a wholesome, valuable education that is rooted in Christ and Catholic principles.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_                 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_        (Student Signature)                         (Parent/Guardian Signature)

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 (Date)