

# Sixth Grade PAMS Handbook

Palmyra Area Middle School  
50 West Cherry Street  
Palmyra, PA 17078

Phone Number: 838-1331 ext. 3  
School Website: [www.pasd.us](http://www.pasd.us)

Welcome to 6<sup>th</sup> grade for the 2018-2019 school year. This packet includes class expectations and information necessary for a successful year on all three 6th grade level teams. **Please read carefully and refer to this packet with questions throughout the school year.**

**Teams' Vision:** The vision of the sixth grade teams are to meet the needs of all students, so that they will make a successful transition from elementary to middle school socially, emotionally, and academically.

## Teacher Contacts-**Raptors**

Teacher	Subject	Room	Email
Mr. Smith	Learning Support/Inclusion	107	casey_smith@pasd.us
Mr. Massar	Math	108	tyler_massar@pasd.us
Mrs. Figueroa	ELA	109	kate_figueroa@pasd.us
Mr. Buckwalter	Science	110	aaron_buckwalter@pasd.us
Mrs. Waiter	Guidance Counselor	Guidance Office	michelle_waiter@pasd.us

\* Please contact your child's homeroom teacher or guidance counselor if you have concerns or questions that are not subject related.

# Team Expectations

- We're confident this is going to be an **AWESOME** school year for your student. Our number one priority is to create a positive learning environment where students feel safe, respected, & valued. With collaboration from students, staff, & parents, we will strive to make our school a positive place for students to come to and learn. Below are the PRIDE expectations we have for all of our students at the Middle School.

**P- Preparation:** Having the tools, resources, & mindset to succeed.

**R- Respect:** Treating all students and staff with kindness & understanding.

**I- Integrity:** Striving to do the right thing in any situation.

**D-Determination:** Being able to thrive and persevere in any situation.

**E- Empathy:** Understanding & supporting the emotional needs of others.

# Classroom Rules

1. Raise your hand to speak.
2. Be prepared for class.
3. Walk quietly in school hallways.
4. Quietly wait for classes to dismiss.
5. Enter classroom quietly.
6. Obey locker times.
7. Use appropriate language and actions.
8. Follow the four C's.

# Homeroom Expectations

- \* Come in quietly
- \* Go directly to your seat
- \* Prepare for your morning  
(sharpen pencils, make sure you're prepared for classes, use the bathroom)
- \* Get out any items to be collected
- \* Be silent and attentive during morning announcements

# Class Expectations

1. Enter class quietly and sit in your assigned seat.
2. Begin following the agenda on the board;
  - \* Write the homework assignment in your planner.  
(If there is no assignment, write "none")
  - \* Get out materials needed for class.
  - \* Begin the warm-up activity.
  - \* If you finish the warm-up early, study notes or vocabulary. Do not talk.
3. No talking during class unless you are working with a partner or group.
4. Raise your hand to speak or get permission to leave your seat.
5. Wait until you are acknowledged by the teacher to share your thoughts.
6. Keep hands, feet, and all objects to yourself.
7. Wait for teacher dismissal.

# PAWS Period Expectations

Many of you will not be in PAWS period due to participation in band, chorus, orchestra, or other special activities. However, when you are in PAWS period we expect you to follow these rules:

- \* Students need to report to PAWS period by 2:00.
- \* Enter class quietly, get out planner, check over homework assignments listed on board, and begin reading your novel until 2:20 or later.
- \* Go see teachers for help/questions as needed after reading time.
- \* Be in your seat and working the entire time.
- \* Have all necessary materials with you.
- \* If all work is finished, read or review class notes

# Grading Policy

\*Individual teachers will send home more information about grading and homework policies for their course.

\* Students' grades may be accessed online through PowerGrade. Parents/guardians are encouraged to check students' progress on this grading tool. *Please keep in mind that grades will not necessarily be available on the same day or week that tests, projects, etc, are turned in or completed.*

\* Report cards will be sent home with students at the end of each marking period.

# Grading Scale

The following is the grading scale for all core classes:

<b>A+</b>	<b>100</b>	<b>C+</b>	<b>77-79</b>
<b>A</b>	<b>94-99</b>	<b>C</b>	<b>74-76</b>
<b>A-</b>	<b>90-93</b>	<b>C-</b>	<b>70-73</b>
<b>B+</b>	<b>87-89</b>	<b>D+</b>	<b>67-69</b>
<b>B</b>	<b>84-86</b>	<b>D</b>	<b>64-66</b>
<b>B-</b>	<b>80-83</b>	<b>D-</b>	<b>60-63</b>

# Binder Policy

Team binder should be 3" or larger in size. Students must have their binders with them for every class unless otherwise instructed. Not having your binder with you means that you are NOT prepared for class.

# Homework Policy

Homework is an area to which we feel it is necessary to focus students' attention. It is highly recommended that a student have a consistent place to put his or her homework daily. This helps to prevent the loss of homework during transportation to and from school and teaches the student a routine. As a team, we are not only concerned with homework completion but the accuracy of the assignments. Our homework policy reflects our goal to have student complete their homework with more accuracy. The following are included in our homework policy:

Each student is expected to complete homework assignments for the next school day unless otherwise instructed by the teacher.

Each student is expected to keep a planner provided by the school.

Students must write all homework assignments in their homework planner daily.

Parents are encouraged to monitor their child's planner, homework completion, accuracy, and neatness.

Homework will be checked for completion and may be checked for accuracy.

## Missed Homework Due to Absences from Class

Each student is expected to make up any missed assignments due to absences. For short-term absences (1 Day), students and parents should look on the [TEAM HOMEWORK LINK](#) to get assignments. We follow the school policy on homework due to absences. Students have as many days to make up the work as they were absent.

## Homework Not Done or Completed on Time ?

If a student does not complete homework, he/she will receive one minor tally.

## Leaving the Room

- \* Ask permission to leave the classroom.
- \* Students are not permitted to leave the room during instruction, unless it's an emergency.
- \* Excusal for music lessons will be at the teacher's discretion depending on activity occurring on that day. If presentations, tests or quizzes are given during lesson times, students may be asked to skip lessons that day.

## Bathroom Sign-outs

- \* Students are encouraged to use the bathroom before school, during break, before lunch and at lunch.
- \* Permission will be granted for emergencies as needed.

## Absences

- \* Please report your child's absence by calling the main office that morning.
- \* Any time your child is absent from school, a note is required within three days explaining the reason for absence. This note should be given to a secretary in the main office upon arrival to school.

## Teacher Help

- \* Ask questions during class if you don't understand something. Chances are, other students are probably asking themselves the very same question!
- \* Help is available during PAWS period

## Team Meeting Times

Team meetings with the students are held once a month. During these meetings, the teachers recognize those students earning rewards, discuss upcoming events and team concerns/issues, and usually have a team building activity.

## Parent Conferences/Visitation

Formal teacher conferences are held in November. At that time, you will meet with one team teacher and discuss accomplishments and areas of improvement/concern for your child.

Informal teacher conferences can be held throughout the year. Please contact your child's homeroom teacher or a guidance counselor in the Guidance Office at 838-3144 to schedule an appointment.

## Team Discipline Policy

### *Minor Tallies*

*For the following behaviors students will receive one minor tally per infraction:*

- \* Tardy; late to class (after the bell rings)
- \* Homework not completed/directions not followed
- \* Unprepared for class
- \* Disrupting or talking without permission
- \* Chewing gum, candy, mints, or foreign objects
- \* Uncooperative or not following directions
- \* Getting out of seat without permission
- \* Passing or writing notes
- \* Late or missing parent/guardian-signed slips
- \* Inappropriate hallway behavior
- \* Planner not filled out by 8th period

*\*For each accumulation of 10 minor tallies, students will move through the steps below. These tallies will decrease in number each quarter.*

*Quarter 1 = 10 tallies*

*Quarter 2 = 9 tallies*

*Quarter 3 = 8 tallies*

**Quarter 4 = 7 tallies**

***\*Late to class (tardy) - if a student earns the quarterly number of tallies for tardies then there will be a team detention assigned. IF tardiness becomes a chronic problem, the student will be referred to administration.***

### ***Major Tallies***

***For the following behaviors students will receive one major tally per infraction:***

- \* Bullying another student, including name calling, teasing, etc.
- \* Defiance, direct disobedience, or slow obedience
- \* Defacing student or school property
- \* Cheating on tests, quizzes, etc.
- \* Disrespectful behavior
- \* Using inappropriate language or gestures
- \* Forging parent/guardian signature
- \* Supplying/copying assignments
- \* Physical activity that has the potential of causing harm

***For each accumulation of a major tally, students will move through the steps below.***

### ***Steps of Discipline***

Step 1: Team detention and elimination from monthly reward day

Step 2: Team detention, conference - student and team, and goal setting

Step 3: Team detention, conference - team, parent/guardian and student and update goals

Step 4: Team detention; conference - team, administrator, parent/guardian and student, and update goals

## **Rewards and Recognition**

When students follow the "Four C's," they are eligible to participate in the team's reward program. The following rewards are held throughout the year.

### **Monthly Rewards**

The monthly reward is based on the amount of tallies as seen on DOJO. In the first quarter, if a student receives less than ten tallies in the month then the student will participate in team reward. Rewards might include outdoor or gym activities, homeroom time, etc. In the



second quarter, the students need less than nine tallies, less than eight in the third quarter, and less than seven in the fourth quarter.

### **Monthly Noteworthy Student Award**

Two sixth grade students from each core subject will be chosen each month to earn the Noteworthy Student Award. These students will be chosen based on their class participation, exemplary effort, outstanding conduct, and leadership. Students will receive a special treat for their efforts from the teachers.

### **Totally Tally Free Award:**

Students earning zero tallies for the month will also be honored each month at our team meeting. These students will receive a prize for their outstanding behavior and have their name placed on the team bulletin board.

## **Student Recognition Awards**

Students will also be able to recognize team members who were caught being courteous, conscientious, considerate, and cooperative throughout the school day. Forms will be made available for students to fill out to recognize their peers.

## **End of Year Awards**

Sixth grade will participate in a team awards assembly at the end of the year. Students can earn various awards based upon academic achievement and behavioral conduct.





