2024-2025 MTSS Study Hall SYLLABUS

# Teacher: Mr. Barron

# Email:

#  dbarron@west-fargo.k12.nd.us

# Study Hall: Period 4: A @ B-days

# Room: 112C

# Office Location: 112C

#

**Summary:**

This class will help you succeed in school. We will work to identify obstacles in your learning and strategies to overcome them, improve your organizational skills, and help you become an advocate in helping yourself with school.

You will have time to work on your homework in this class. However, some of your time in this class will be utilized to help you track grades and missing homework, identify opportunities for help, and set goals.

**Class Expectations:**

* **Attendance:** Students will receive credit for each day that they are in class. Here is the breakdown in points:
	+ **0 points each day –** Student was not in class and/or their absence was unexcused.
* **Grade Check:** Students will meet with their MTSS teacher once a week to discuss their current status and identify potential areas to improve. You will be required to access PowerSchool for the most updated grades and missing work.

Students will receive points for a complete and accurate grade check that is submitted to the teacher at the appointed time. Students will receive a **0** for anything less than this.

* **Participation /Planner Checks–** Each day students will be graded on their level of participation and work ethic during class. This grading is as follows and will be determined by the teacher:
* **Email Assignments/Grades each week**
* **Check in Form**

**Daily Points:**

* + **5 points each day in school –** Student was on time and ready for class to begin (1), materials with you (1), on task (2), and have planner or electronic planner (ex. MyHomework app) updated (1).

**0** – student distracts other students, uses their phone without permission, or sleeps

* **Email grades/teachers:** (5 points)Students will take a snapshot of their grades from PowerSchool (to include grades and any missing or incomplete items). Email them to a parent, guardian, or other important adult, study hall teacher (i.e. Me), counselor, and administration. **Email teachers** for help, clarification on assignments, or needed materials to complete missing work. (cc study hall teacher to earn points).

**If a student has a C or better in each class and do not have any missing/incomplete assignments, you are exempt from this requirement for the week**. Exception: first few assignments/email may be required.

 **Grade Check: Participate in your grade check and check in form. 5 points each.**

**What if I have no homework?**

* + Read, all studies show that one of the best ways to increase your English is to read.
	+ Color/Draw (bring your own colored pencils or crayons)
	+ Work ahead if a class allows for it

**Grade Breakdown:** **Grading scale**

Attendance 20% 80% - 100% Satisfactory

Grade Check 30% <80% Unsatisfactory

Participation 50%

**Organization:** MTSS teachers will verify that the student has a system for organization and this system is working for them to succeed in school. If they do not have a working system, the teacher and student will collaborate on developing a system that works for the student. There are organizational materials available for MTSS students.

**Use of electronic devices:** Cell phones and Ear buds are **NOT** to be used during this class. Music on ipads may be used during this class if music does not interfere with their work effort or others work. No videos, only playlists for music.

**What I expect from you every day:**

* Show up to class ready to study, be respectful, and work
* Have a good attitude
* Tell me what I can do to help you
* Stay on task
* Do not be a distraction for your classmates
* Follow Food, Drink, and phone policies

**You can expect from me:**

* Respect for you each and every day
* Be willing and able to help you each day with your homework or connecting you with someone who can
* I will have regular communication with your parents on your progress in school and providing feedback
* I will take your phone away if it is not put away

**WFPS Secondary Schools Attendance Policy**

* West Fargo Public Schools has adopted the following policy regarding attendance:
* "Students must not be absent more than 10 times from each semester course in which they are enrolled if they are to receive credit that will count toward graduation. Exceptions which may be approved include illness substantiated by a statement from a doctor, supporting a family, or other special circumstances approved by the principal."
* The attendance standard indicated above is a minimum course requirement for successfully completing all courses. When learners’ absences go beyond the required limits, students will be dropped from the course as loss of credit (LC), unless otherwise determined by the learner’s administrator. Loss of credit carries the weight of an F. The administrator will possibly assign the student to a study area for the remainder of the semester during the period they were scheduled for that class. Credits lost due to poor attendance may be made up in the regular school program, in summer school, or via online credit recovery.
* Students who are not yet sixteen years of age and do not attend school regularly will be considered truant and will be referred to the juvenile authorities as the law requires.
* NORTH DAKOTA LAW "15-34-01 School's Compulsory Attendance Every parent, guardian, or other person who resides in any school district and has control over an educable child of any age of seven years to sixteen years shall send or take to a public school each year during the entire time such school is in session."
* NORTH DAKOTA LAW ’15-1-20-03 (section #4) states, “Any person who fails to ensure that a child is in attendance as required by this chapter is guilty of an infraction for a first offense and is guilty of a class B misdemeanor for a second or subsequent offense.”

**ABSENCES, EXCUSED AND UNEXCUSED**

* The following reasons for absences from school will be excused:
* Sickness of student
* Sickness in the student's family necessitating their absence
* Conditions over which the student has no control such as poor weather conditions
* The following reasons for absences from school with be excused and exempt from counting toward the 10-absence limit:
* Documented medical note (doctor, dentist, etc.) including the date(s) of absence (code: M)
* School-sanctioned activity, field trip, etc. (code: A)
* Emergency situations as determined in collaboration with the school administrator, such as a death in the student’s family (code: S)
* West Fargo Public Schools recognizes the need to attend school regularly. Therefore, missing school because of work will result in an unexcused absence.
* Families are encouraged to take vacations during school breaks so students will not miss large amounts of class time. If students plan to be absent for some special reason, the students and their parents/guardians must check with the principal or an assistant prior to the absence if possible. Students will collaborate with their teachers in advance of the absence to determine the learning they will miss and are to attempt to complete all assignments before their absence.

**SKIP CLASS**

* Students who skip classes will be given time in detention to make up for at least every minute they miss. A pattern of skipping will result in a meeting to consider educational alternatives for a student.
* TARDINESS
* Every fifth unexcused tardy will convert to an unexcused absence and the student will be assigned one and a half hours of detention. This is per class period and will adhere to the attendance policy.

**ABSENCES AND PROCEDURES WHEN RETURNING TO SCHOOL**

* When a learner is absent, a parent/guardian must call the office before 9:00 AM on the day the learner is absent and indicate the reason for the absence. If the high school does not receive a phone call, the school will call to inform the parent/guardian their learner is not in school. The bring-a-note-from-home system will not be used. Fake phone calls from someone other than parents/guardians will result in one hour of detention. Learners who return to school on time from being absent the day before need not check into the office.
* Learners who are absent will be reported to the teachers. If the absence is excused, the learner will be allowed to make up the work missed for full credit if completed within the given period of time, which is at least one day more than the length of the absence. Learners who do not complete make-up work on time cannot receive full credit for the work unless otherwise determined by the teacher and administrator.
* Learners who arrive or return to school after the school day has begun must check into the Main Office, so they know they are here. Students who are absent for only part of a school day should be responsible for assignments for the entire day. Learners should contact the teachers whose classes they miss to hand in any assignments that are due and to receive any assignments that may be due the next day. Whenever learners are at an appointment or under a doctor's care during an absence from school, they should bring a note from the doctor involved when returning to school, since these days are not considered in the limit of ten absences mentioned in the attendance policy. Learners must not in any way alter the excuse provided by the doctor. Any attempt to do so will result in the appropriate administrator calling the clinic and doctor to verify the excuse or to report the altering of the doctor's statement. Parents/guardians will be notified, and detention may be given. Learners should access Schoology to find assignments and other information from their classes when absent from school. Each learner has a Schoology login and username. If internet access is not available, parents/guardians may call to get work for their learner after the second day a student is absent.

**PERMISSION TO LEAVE THE BUILDING**

* WFPS are legally responsible for learners during the school day. The school must give permission for students to leave school before they are allowed to leave school when a learner is not on an open period or their lunch period. Learners who need to leave the building during school hours must have the permission of the principal, assistant principal, or administrative assistant. For this to occur, parents/guardians must communicate in person or by phone with the Main Office. If a learner leaves the building when they are supposed to be in class and do not check out in the Main Office, they will be assigned detention.

**DOCTOR AND DENTAL APPOINTMENTS**

* Whenever possible, doctor and dental appointments should be made at times other than during the school day. However, we realize that this isn't always feasible and if appointments must be made during the school day, we ask that learners try to make them during study hall time or open campus. A telephone call from parents/guardians stating the time of the appointment must be received in the Main Office before permission will be given to leave the building.

**West Fargo High School Procedure:**

* 3 absences: Letter 1 is mailed home to families.
* 5 absences: Letter 2 is mailed home to families and the administrator connects with the student.
* 7 absences: The administrator contacts the family and the student to establish a plan outlining expectations. If expectations are not met, the student will be dropped from the course(s) beyond 10 absences baring extreme extenuating circumstances.
* West Fargo High School Planned Absence Procedure (Green Sheets)
* If a student is aware of an upcoming absence in which they will miss at least three consecutive days of school (family travel, etc.), the student is expected to complete a Planned Absence Approval Form. Using the Planned Absence Approval form, the student will connect with each teacher to document expectations for missing work. Upon completing the form, the student submits it to the Main Office who will then email it to all appropriate stakeholders for documentation.
* If expectations of the Planned Absence Approval Form are not met or a form is not submitted and the student misses three consecutive days (marked excused), educators can withhold credit for missing work.

**West Fargo High School Tardy and Unexcused Absence Procedure**

* Every fifth unexcused tardy will convert to an unexcused absence and the student will be assigned one and a half hours of detention. This is per class period and will adhere to the attendance policy.
* To convert the fifth unexcused tardy to an unexcused absence, the teacher of the class will record the fifth unexcused tardy as UV in PowerSchool instead of UT and include a note in the comments (5th tardy, 10th tardy, etc.). This will direct the Main Office to assign the hour of detention and help address any family concerns (as a phone call will automatically go home).
* Students who skip classes will be given time in detention to make up for at least every minute they miss (1.5 hours for regular classes, 30 minutes for advisory, etc.). A pattern of skipping will result in a meeting to consider educational alternatives for the student.
* Students marked “unverified” will be recorded on a “call down list” at the end of each instructional day. The following day, administrators will connect with students on the list to discuss the absence/assign detention. It is extremely important for attendance to be accurately recorded (changing UVs to UTs if necessary, etc.) to properly inform and not delay this process.

**West Fargo High School Food and Drink Procedure**

* No food in hallways
* This includes Period 1 and Period 2 breakfasts
* This includes all lunches (purchased from school, brought from home, fast food, take-out, etc.)
* Food in classrooms must be provided by teacher(s)
* All drinks must be in a container with non-spill lid
* Food or drinks NOT in a non-spill lid will be directed to be thrown away
* Students may bring their own food, but it must be consumed in the Commons.
* Food deliveries for students are not allowed. Deliveries (UberEats, DoorDash, etc.) will be thrown away

**WFPS Secondary Schools Eligibility Policy**

* While participating in high school extracurricular activities, a learner must be enrolled in six credit-bearing courses per semester (the passing grade will be computed from the beginning of the semester or quarter). A learner who has special permission to be enrolled in less than 6 credit-bearing courses per semester must have their eligibility approved by the principal (examples: a learner taking college classes, extended illnesses, enrolled in Community High School, or the Virtual Program).
* To be eligible to participate in high school extracurricular activities, learners cannot be failing more than one course and must have zero detention hours.
* To be eligible to participate in middle school extracurricular activities, learners cannot be carrying a “1” in more than one course.
* Learners at the middle and high school level MUST be in attendance for ALL enrolled courses on the day of a practice, competition, or contest to be able to participate. For weekend or non-school day contests, learners must have been in attendance for ALL enrolled courses on the most recent school day prior. Exceptions for medical appointments (with a note from a medical professional) and special circumstances determined by the learner’s administrator will be made as needed.
* If a learner is dropped from a course as a withdraw fail (WF) or loss of credit (LC), those designations on the learner’s transcript hold the weight of an F and negatively impact learner eligibility until the learner recovers the credit or the first eligibility pull of the following semester.
* Academic eligibility for a learner in high school and middle school shall be determined weekly beginning with the second week of each quarter.
* High School Learners are able to become eligible throughout the week if they are able to meet the requirement of failing NO MORE than ONE course. Educators are expected to update gradebooks weekly, the evening before eligibility is pulled, and learners must plan accordingly if they expect updated grades for missing or redone assignments.
* If a week has three days or less, no changes in eligibility will occur.
* Learner eligibility at the beginning of the semester shall be determined by the prior semester’s grades. Learner eligibility at the beginning of the second quarter and fourth quarter shall be determined by the prior quarter’s grades. At the beginning of a quarter or semester, an ineligible learner may become eligible after two weeks have passed from the first day of the quarter or semester and the learner has been deemed academically eligible. This is when the first list will be published for the next grading period. Spring activities with contests following graduation will be governed by the eligibility list that was in effect for the last portion of the fourth quarter.
* Extracurricular supervisors and administrators will monitor academic standings and notify individual learners if they become ineligible.

**WFPS Secondary Schools Cell Phone Policy**

* West Fargo Public Schools holds high expectations for student behavior, academic integrity, and responsible use of existing and emerging technology, such as cell phones, iPods, iPads, laptops, and other personal electronic devices capable of transmitting data or images. Students who possess and/or use such devices at school or school-sponsored events shall demonstrate the greatest respect for the educational environment. Standards for responsible use at school, on busses, or at school activities:
* Students shall not use any electronic device that in any way disrupts or detracts from the educational environment. Electronic devices are inclusive of cell phones, smart watches, earbuds, and school-issued devices.
* Cell phones must be out-of-sight and out-of-use from the first bell to the last bell of all classes, including during study halls and within flexed learning spaces that are an extension of a classroom.
* Cell phones may be used appropriately and respectfully in common spaces during non-instructional times, including passing time, the student lunch period, and before and after school.
* It is the student’s responsibility to secure their electronic devices to show care for their technology devices and personal information. The school is not responsible for lost or stolen items or individual service plan charges related to the use of electronic devices.
* Students are expected to respect the network and adhere to the Acceptable Use Policy (AUP) when using school-issued and personal electronic devices. Students will be expected to access the district’s Wi-Fi network via their iPad during designated school activities unless connections are unavailable. Wi-Fi is not available for students’ personal electronic devices.
* Photographing or recording of another person should be used for educational purposes as defined by the teacher. Any use of an electronic device for other than educational purposes will result in a consequence. Messages and photos on an electronic device are subject to viewing by administration given reasonable suspicion of a crime or school infraction.
* The USE of cellular phones or other personal electronic devices is strictly prohibited in locker rooms and restrooms.

**West Fargo High School Procedure:**

* The first time a phone is delivered to the Main Office due to an infraction of this policy, it will be returned to the student at the end of their instructional day.
* The second time a phone is delivered to the Main Office due to an infraction of this policy, the student must check the phone into the Main Office before the instructional day begins for the next five school days. Even if the student claims to be leaving the phone at home, they must report to the Main Office at the start of each day to check in with their administrator. The student can pick up the device at the end of their instructional day.
* The third time a phone is delivered to the Main Office due to an infraction of this policy, a family meeting will be scheduled by the student’s administrator. Until the time of the family meeting, the student must check the phone into the Main Office before the instructional day begins. Even if the student claims to be leaving the phone at home, they must report to the Main Office at the start of each day to check in with their administrator. The student can pick up the device at the end of their instructional day. At the family meeting, further ramifications will be determined.
* Additional violations will be addressed by the discretion of the administrative team.

PACKER PRIDE

“Be a member of the Pack”