

MTSS Study Hall Syllabus

Ms. Sarah Dotzenrod
2025-2026

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Classroom: 106C

Art Office: 101M

Prep Blocks: Block 4A & 3B

701.356.2050 ext. 1833



Class Summary:

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

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, set goals and practice important skills that will lead you to success.

Class Expectations for Attendance and Participation:

You can earn 5 points for each day you attend you MTSS Study Hall onsite. You receive 1 point for your attendance and 4 points for participation. This is worth a total of 10-15 points each week (depending on if you have class two or three times that week).

- **Attendance:** Students will receive credit for each day that they are in class. Attendance is worth **1 point**. Here is the breakdown in points:
 - **1 point earned-** You came to class and/or your absence was excused.
 - **0 points earned-** Student was not in class and/or their absence was unexcused.
- **Participation** – Each day students will be graded on their level of participation and work ethic during class. Participation is worth **4 points** and is weighted at 50% of your grade. You earn points for the following:
 - Arriving on time (worth 1 point)
 - Bringing all necessary materials and tools for your work with you (worth 1 point)
 - Staying on task (worth 2 points)
 - *Distracting other students, using your ipad for games & video/ or sleeping can result in an automatic zero participation points.*
 - **What if I have no homework?**
 - Read! All studies show that one of the best ways to increase your performance in school is to read.
 - Online TransMath, Educational Quizlet Games, or other educational games.
 - Drawing/Coloring! Studies show it helps to reduce stress and build fine motor skills

Class Expectations for Weekly Check-In:

This is worth a total of 10 points each week. 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 **10** points for a complete and accurate check-in that is submitted to the teacher at the appointed time. Students will receive a **0** for anything less than this.

Occasionally, this check-in will take the form of a weekly success skills lesson.

Class Expectations for Communication:

Sending weekly emails is worth a total of **5 points each week**. Students will take a snapshot of their grades from PowerSchool (to include grades and any missing or incomplete items) and **email them to a parent/guardian or other important adult**, your administrator, your counselor, and study hall teacher (i.e. me). You will also **email teachers** for help, clarification on assignments, or needed materials to complete missing work. (cc your study hall teacher, counselor and administrator to earn points). You will identify something you are proud of from that school week and/or a goal you have for the following school week.

Grade Breakdown:

If you score less than an 80%, you will receive an **Unsatisfactory** as your semester grade.

If you score between an 80% - 100%, you will receive a **Satisfactory** as your semester grade.

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 & personal devices are **NOT** allowed.

What I Expect from YOU Every Day:

- Show up to class ready to work hard
- Have a respectful, positive attitude

You Can Expect from ME:

- Respect for you each and every day
- Be willing and able to help you each day with your work or connecting you with someone who can
- Regular communication with your parents on your progress in school and providing feedback

Course Communication

- Emails will only be answered during standard school hours. On Mondays—Fridays, I will be available from 7:50 a.m.-3:40 p.m. Emails received over the weekend and/or holidays will not be responded to until the work week resumes.
- Email is the preferred and easiest mode of communication when you need help or clarification.
 - Email: sdotzenrod@west-fargo.k12.nd.us
- It is the expectation that you are checking Schoology daily for all course updates.

Materials:

- **Daily:**
 - WFPS issued iPad (and charging accessories)
 - WFPS issued Logitech crayon
 - Books
 - Writing utensils/organizational materials/planner

PACKER PROCESS



P

PREPARE FOR LEARNING

Be seated when the bell rings. Review the day's agenda slide to start that day's first task and have the necessary materials ready.

A

ASK FOR HELP

Schoology will have all the information you need including lesson plans, assignments, and due dates. Email is the preferred method of communication [\[redacted\]](#) or sign up for my WIN session!

C

COLLABORATE WITH OTHERS

In this class you are expected to **listen, speak, and act** with **integrity** and **empathy**. You are expected to honor all individuals in this classroom. Every voice matters and deserves to be treated with respect.

K

KEEP TRACK OF ASSIGNMENTS & DEADLINES

Schoology will have all the information you need including lesson plans, assignments, and due dates. If you are receiving a physical/paper copy of the assignment, this will still be indicated on Schoology.

E

ENTER AND EXIT THE CLASSROOM APPROPRIATELY

Be seated when the bell rings. Review the day's agenda slide to start that day's first task and have the necessary materials ready. We do not line up at the door before the end of the block. E-hall pass is required to leave the classroom. Any unexcused tardies over 20 minutes count as a UV.

R

RESPECT SCHOOL & CLASSROOM RULES

Review the daily agenda slide, return any classroom supplies to their appropriate places, check your space before leaving and throw away any garbage. The classroom is a no cell phone zone.

S

SUBMIT WORK

Most assignments will be submitted via Schoology dropboxes. If it is a physical/paper assignment, you will turn it in at the start of class at the front of the room. If you are submitting an assignment late, you **MUST** email me **AND** your guardian before I will grade it. Please see the syllabus for this detailed policy.

PACKER PRIDE

“Be a Member of the Pack”

EXPECTATION	CLASSROOM
<u>Compassion</u>	<ul style="list-style-type: none">• I follow rules and procedures.• I make a positive impact on my school.• I show kindness to others.
<u>Collaboration</u>	<ul style="list-style-type: none">• I am respectful in words and actions.• I accept and give feedback.• I know when it is appropriate to listen and to speak.• I can ask relevant questions.
<u>Responsibility</u>	<ul style="list-style-type: none">• I complete my work on time.• I am organized.• I am engaged in my learning.• I can pick up after myself.• I am ready to work.• I keep trying, even when it is hard.

West Fargo High School Cell Phone Policy: According to state law, phones should be turned off or placed on silent and stowed away (in a backpack or left in your vehicle) for the duration of the school day. Failure to comply will result in having your phone taken and brought to the office.

West Fargo High School Food and Drink Policy

- No food in hallways
- 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

West Fargo High School Attendance Policy

Visit this link [WFPS Attendance Policy](#) for a detailed policy.

- **Absences**
 - Automatic alerts at the end of the period for each UV to families
 - Automatic alerts sent at 5 and 7 absences
 - Family contact by admin when nearing 10 absences to discuss contract
 - Will involve teachers if the student is passing most classes
 - Take daily, accurate attendance
 - Administrator is following up with call down list daily
- **Tardies**
 - Tardy is defined by the teachers in the classroom. In Ms. Hill's classroom, you must be in the classroom and ready to learn when the bell rings at the start of the period.
 - **Every fifth tardy is recorded as a UV in PowerSchool.**
 - **After 20 minutes have passed since the start of class, the student will be marked UV in PowerSchool.**
- For a copy of WFHS's CCR document, click [HERE](#)
- For a copy of WFHS's Behavior Matrix, click [HERE](#)