Sinaloa Middle School
A California School To Watch
A California Gold Ribbon School
2026-2027

Literacy Lab

Teacher: Miss Nordberg
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Welcome to Literacy Lab! My name is Miss Nordberg and I am extremely excited to be your child's Literacy Lab teacher! This is my ninth year here at Sinaloa and I'm looking forward to an amazing year. I have a bachelor's degree in English with an Education Emphasis and a Master's degree in Curriculum and Instruction. From the moment I decided to be a teacher, I knew that I wanted to teach middle school, so being here is a dream come true. I hope to spend the year not only helping your child build the literacy skills they need for high school and beyond, but also fostering a love of reading and writing.

Course Standards/Objectives

- Educational standards describe what students should know and be able to do in each subject in each grade. In California, the State Board of Education decides on the standards for all students, from kindergarten through high school. Information regarding specific standards can be found at www.cde.ca.gov.
- The purpose of the Literacy Lab course is to support students' foundational skills in reading comprehension and writing. We will practice and develop basic sentence and paragraph construction, grammar skills, and strategies for close reading fictional and informational texts. Strategies and skills learned in this class will support literacy and critical thinking skills that are needed to be successful in all classes.
- This class is designed to work in tandem with students' 8th grade English classes. This means that activities in Literacy Lab will directly support or extend from lessons in English class. In addition to the short stories in the textbook and *Bud, Not Buddy* by Christopher Paul Curtis, we will be using materials from the California State University Expository Reading and Writing Curriculum (ERWC). This includes, but is not limited to *They Called Us Enemy* by George Takei, *The Underground Abductor* by Nathan Hale, and selected works from *Living Beyond Borders* by Margarita Longoria,

Classroom Rules and Student Responsibilities

For more information on schoolwide policies and expectations, please review the agenda book, viewable online at sinaloa.simivalleyusd.org.

In our class, there are the following expectations:

1. Listen carefully and focus on the lesson
2. Use school-appropriate and polite language
3. Keep your hands, feet, and objects to yourself; do not touch others or their belongings
4. Treat your classmates, teacher, and the classroom with respect

When rules aren't followed:

Disruptive behavior will be dealt with on a case-by-case basis. My goal is to help students learn from their mistakes and be able to develop the skills necessary to be successful not just in our class, but in life. If necessary, negative consequences may include:

- Verbal Warning or Written Warning
- Behavior reflection and conversation
- Email home
- Parent Phone Call/Conference
- Referral (for severe infractions or frequent offenses)

- Citizenship/Effort grades may be lowered

When rules are followed or expectations are exceeded:

- Verbal Praise
- Positive notes/emails/phone calls home
- Participation in whole-class rewards

Materials

It is the student's responsibility to be prepared for class each day. If you are unable to get materials, please contact me to make a plan that can be put into place to ensure students are prepared for class each and every day. The suggested materials are…

- Pens and/or Pencils
- Independent Reading (IR) Book (we will be making frequent trips to the school library)
- Agenda Book (school issued or one of students' choosing)
- Headphones or earbuds

Grading Policy

The student's degree of mastery of the California Academic Standards is the critical element in determining the letter grade in this class. Your student will demonstrate mastery in this class by performing at or above grade level in reading, writing, speaking and listening, and language conventions.

Work will be graded based on the following categories:

- Participation
- Reading
- Writing
- Language

All work will be graded on a points-based system, with assessments receiving more weight than assignments. An individual assessment or assignment may be graded for more than one category.

All grades will be based on the following scale:

100 – 98 A+	89 – 88 B	+ 79 – 78 C+	69 – 68 D+	59 and below: F
97 – 93 A	87 – 83 B	77 – 73 C	67 – 63 D	
92 – 90 A-	82 – 80 B-	72 – 70 C-	62 – 60 D	

To the greatest degree possible, student compliance (completing homework, submitting assignments on time, etc.) will be addressed outside the context of academic grades in the student's effort grade using the following scale:

O	Always completes all work/Always submits work on time (0-1 late or missing assignments)
S	Mostly completes work/Most work is submitted on time (2 late or missing assignments)
N	Occasionally completes work/Occasionally submits work on time (3-4 late or missing assignments)
U	Rarely completes work/Rarely submits work on time (5+ late or missing assignments)

Academic Dishonesty

Work submitted for this class must be entirely the work of the student. Any information from other sources must be properly cited. In order to best avoid plagiarism, whether intentional or not, all edits for assignments posted on Google Classroom must be done on the documents provided by the teacher where edit history can be accessed. **Any assignments that are copy/pasted, in part or in its entirety, from any sources including from AI, online sources, or other documents (whether owned by the student or otherwise) will not be accepted and will result in an F on the assignment and a referral to administration.** Long term writing assignments (for example, longer essays), must be worked on in class only unless given permission by the teacher via email.

Academic dishonesty and plagiarism will be addressed as disciplinary concerns. Students will, in accordance with Sinaloa school policy, have their citizenship grade lowered, receive an office referral (which will be documented in their discipline file), have their parent/guardian(s) contacted, and may receive an F on the assignment. .

Late Work and Revision Policy

Late Work Policy:

As all work for Literacy Lab will be done during class, students will have two weeks after the due date to turn in any late assignment for full credit. After two weeks, the assignment will be put in Aeries as an F. Students will be given plenty of time to complete classwork. Late work will be a direct result of not using class time productively.

Revision Policy:

Some assignments that have been turned in **complete** and **on-time** can be revised. Students must always check in with Miss Nordberg before beginning the process of revising an assignment.

Absence and Tardy Policies

Class Absence:

Students must make up all work missed due to absences. When students return from being absent, it is their responsibility to check for and turn in any missing work. For excused absences, students have the number of days they were absent to make-up their absent work before it is considered late.

Tardy:

In order to be considered on time, students must be in their assigned seat. Students who are not in their assigned seat when the bell rings will be considered tardy.

Computer/Device Policy

Students are expected to bring a charged computer to class daily.

Students are expected to be able to use technology appropriately. By using their computer, they agree that:

- They will stay on the approved websites that the teacher has provided.
- They will work on the assignments they are assigned.
- When they finish assignments early, they will only do approved “I finished early” work.

Misuse of their computer will result in an email home and loss of privileges.

Unapproved uses of computers include: playing games, chatting/emailing friends, watching movies, etc.

If you or your child have any questions please feel free to send me an email. I cannot express enough how excited I am to have your child in my class and to see what this year holds for all of us!

Sincerely,
Miss Nordberg