ACKNOWLEDGEMENT OF INFORMATION

DUE: WEDNESDAY, AUGUST 19, 2026

This form requires both a student and parent signature acknowledging both parties have read and understand the policies. Please read the information carefully before signing off on the following topics:

I. COURSE POLICIES

I have read and understood the course policies for my English class which can be found on this class' Google Classroom and in the printed version that was sent home, including late work, tardy, and grading policies.

Student Name: _____ Signature: _____

Parent Name: _____ Signature: _____

II. READING POLICIES

I have read the documentation regarding independent reading and understand:

A. Independent reading comprises a portion of the student's grade in the class
B. Students are expected to read 20 minutes each day as homework
C. Parents/Guardians are responsible for regulating students' reading material and discussing guidelines with them about what is or is not appropriate

Please check one:

☐ My student has my permission to use Ms. Royal's classroom library
☐ My student does not have permission to use Ms. Royal's classroom library

Student Name: _____ Signature: _____

Parent Name: _____ Signature: _____

III. MOVIE LIST

Please check one:

☐ I have reviewed the list of videos and give my permission for my student to view any video on the list.
☐ I have reviewed the list of videos and request that my student not see the following movies (please write them in the box below):

I understand that if I request for my child to not see a particular video and it is connected to an assignment, he/she will be sent to another teacher's classroom while the video is played. If the video is connected to any assignment, an alternative assignment will be provided for my child.

Student Name: _____ Signature: _____

Parent Name: _____ Signature: _____

Sinaloa Middle School
Ronald Reagan Academy of Communication and Leadership
A California School To Watch
A California Gold Ribbon School
2025-2026

7th Grade English
Instructor: Ms. Royal
Email: kathryn.royal@simivalleyusd.org
School Website: sinaloa.simivalleyusd.org
Class Schedule: Google Classroom

Welcome to 7th Grade English!

My name is Ms. Royal, and I am thrilled to be your student's English teacher this year! This is my sixth year at Sinaloa Middle School as an English teacher. I also teach English Language Development and our Introduction to Communications class. I am passionate about helping students develop an understanding of communication and a love for reading and writing.

Over the course of the year, we will be preparing your student for high school by exploring four components of our class curriculum: reading (both literature and informational texts), writing, listening and speaking, and language conventions. I look forward to getting to know your student throughout this year!

Course Information

Throughout the course of this year, we will be building our skills according to the Common Core State Standards in the areas of Reading, Writing, Listening and Speaking, and Language.
In order to do this, students can expect these major assignments:

- Two Whole-Class Novels (Books)
  - Peak
  - A Christmas Carol
- Three major written works:
  - a narrative essay
  - an informative essay
  - argumentative essay

In addition, we will practice grammar and written conventions daily in the context of our curriculum. Students should expect to do nightly independent reading and be ready to participate in at least one presentation per semester.

Classroom Rules

All students will be expected to abide by the following classroom rules and expectations:

1. We show respect for ourselves and others. Show respect for yourself, your peers, the classroom, and the teacher.
2. Be ready to learn! We are on time, on task, and prepared to learn..
3. Listen carefully. We listen, follow directions, and keep distractions away.
4. Communicate kindly. Raise your hand to speak and follow voice level rules.
5. No touching! Do not touch others or their belongings (even your friends!)

Student Materials

Students will be expected to bring the following materials to class every day:

- Something to write with (pen or pencil)
- A Composition Notebook (to be kept in English class)
- An independent reading book OR current class novel

Suggested materials (will be provided if student does not have their own):

- Highlighters in red/ pink, orange, yellow, green, and blue
- A set of headphones or earbuds
- A folder to keep hold loose papers

Student Behavior

Positive choices and behaviors are recognized often in my classroom. Examples of positive consequences include verbal praise, Minga points, positive emails home, positive citizenship grades, and positive referrals.

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 my classroom, but in life.

Students will receive a verbal warning for behavior that interferes with the learning environment, and a progressive system of consequences will then be used.

1. Offense #1: Verbal warning
2. Offense #2: Teacher/ Student Conference
3. Offense #3: Contact home
4. Offense #4: Detention
5. Offense #5: Office referral

Homework

Students are expected to read at least 15 minutes per night in their independent, free-choice reading books for pleasure and development of reading skills.

Respecting students' lives outside of school, I do my best to limit homework for students. Students will have sufficient time in class to finish assignments, but any unfinished classwork will need to be completed for homework. Students and families can check daily classwork and homework on Google Classroom.

Grading Policies

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.Information regarding specific standards can be found at www.cde.ca.gov.For more information on schoolwide policies and expectations, please review the agenda book, viewable online at sinaloa.simivalleyusd.org.

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. **Grades will be recorded in Aeries throughout the year. Please check Aeries frequently for missing assignments.**

The grading scale is as follows:

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

Points for each assignment will be a reflection of the amount of effort and mastery of content each requires. The point values are as follows:

5pts: Classwork or Homework

10-25pts: Quizzes or Small Projects

50pts: Tests, Short Writing Assignments, or Medium Projects

100pts: Essays or Large Projects

Absence Policy

If you are absent, please check these two places:

a. **Google Classroom:** Daily assignments and activities will be recorded to the Google Classroom stream.
    i. All digital resources used will be posted to Google Classroom under weekly topics.
b. **Absent Work File**: This is located in the student center. Any paper copies of student assignments will be filed here by day of the month it was assigned (1-31).

Students are responsible for completing all assignments missed while absent. Please feel free to reach out to me if you have any questions about missed assignments.

Late Work Policy

Late Work:

Although on-time work is strongly preferred, late work will be accepted for up to full credit if students complete a **late work form** and submit it to their teacher. Late work forms can be found at the Student Center in the classroom. Frequent late submissions of work will result in a teacher-family contact.

Work for each semester will not be accepted after the following dates:
December 16th for Semester 1
May 30st for Semester 2.

Citizenship

To the greatest degree possible, student compliance (submitting assignments on time, being in class on time, following directions etc.) will be addressed outside the context of academic grades. Each quarter, they will be given grades for Citizenship and Work Habits using the following scale:

Citizenship

"O" (Outstanding) Always follows class rules, 2 or fewer tardies

"S" (Satisfactory) Usually follows class rules and/or 3 tardies

"N" (Needs Improvement) Sometimes follows class rules and/or 4 tardies

"U" (Unsatisfactory) Does not follow class rules and/or 5 tardies

Work Habits

Work Habits

"O" (Outstanding) Completes all work and no late assignments

"S" (Satisfactory) 1-2 missing assignments and/or a few late assignments

"N" (Needs Improvement) 3-5 missing assignments and/or some late assignments

"U" (Unsatisfactory) 5+ missing assignments and/or many late assignments

Tardy Policy

On-time arrival at every class is an important component of school citizenship. Students will have 2-4 minutes at the end of class to pack up, but we start class each period on time.

Students are expected to be in their seats with their necessary materials out by the time the bell rings. Students are expected to immediately begin working on warm-up or assignments posted on the board. If a student is not in their seat with materials at the bell, they will be marked tardy.

The number of tardies a student receives each quarter can have an effect on their citizenship grade.

3 Tardies: Contact Home

4 Tardies: Contact Home and Contact Administration

5 Tardies: Contact Home, Administration, and an automatic "N" in Citizenship

10 Tardies: Contact Home, Administration, and an automatic "U" in Citizenship

If students have any concerns about making it to class on time, they must communicate with me, and we will brainstorm ways to address the issue.

Computer Policy

Proper Use of Computer

- School-provided computers will be used often to support our learning. Students are expected to check Google Classroom daily for work.
- Students are expected to use their computers for the assigned purposes at all times. Students **should not** be playing games, emailing friends, using social media, or using other websites while they are supposed to be working.
- Students who cannot use their computers properly will be provided paper copies of their work. Repeated offenses will result in detentions and/or parent contact.

Plagiarism and AI

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.

Thank you for reading through my course policies. Please never hesitate to reach out if you have any questions or concerns via email or phone call. Seventh grade is an exciting time of new experiences, new discoveries, and new challenges, and I look forward to working with you on this journey! Please sign the "Course Policies" section of the "Acknowledgement of Information" page to indicate that you have read and understood these policies.

All the best,
Ms. Royal

Movie List

Dear Parents/Guardians of Ms. Royal's 7th grade English classes,

Throughout the school year, as we study various pieces of literature, we like to utilize quality videos and media sources in our instruction. The Common Core State Standards (CCSS) ask students to analyze visual media and compare/contrast written works with their video/multimedia counterparts (RL7, RI7). We will always include discussion time prior to and/or following the video to assess what we have viewed and to address the standards. Many times we will view just a portion of the video to highlight literary elements/textual tie-ins.

At the end of each quarter we will be watching one movie related to the unit we have been studying (i.e. *Hidden Figures* for the unit titled "Risk and Exploration"). Sometimes these movies will be chosen by me and other times students will be given a few options to vote on. The fact that they are given options is what makes the list below so long - we will NOT be watching all of these movies. Below you will find a list of the videos with the ratings that ***might*** be used for these purposes. I recommend using the website commonsensemedia.org which has in-depth details, but feel free to email me with any concerns, as well.

Thank you,
Ms. Royal

Bold Actions Everest (PG-13 for scenes of intense peril) (*Novel Tie-In - Student's without permission will be given an alternative assignment to be completed in another room*) Poseidon (PG-13, intense disaster movie) The Iron Giant (PG) The Greatest Showman (PG) Harry Potter and the Sorcerer's Stone (PG) Ever After (PG-13) Free Solo (PG-13) The Hunger Games (PG-13)	**Risk and Exploration** Hidden Figures (PG) Life of Pi (PG) The Road to El Dorado (PG) Jumanji (1995, PG) The Goonies (1985, PG) The NeverEnding Story (1984, PG) The Wizard of Oz (1939, NR) The Sandlot (1993, PG) Into the Woods (PG)
Perception and Reality *A Christmas Carol (2009, PG)* (*Novel Tie-In - Students without permission will be given an alternative assignment to be completed in another room*) "A Christmas Carol" *Doctor Who* (TV-PG) Coraline (PG) A Wrinkle in Time (PG) Big Fat Liar (PG) Willy Wonka and the Chocolate Factory (2005, PG) Fairy Tale: A True Story (PG) Bridge to Terabithia (PG)	**Guided by a Cause** Newsies (1992, PG) Newsies (2017, PG) August Rush (PG) Ella Enchanted (PG) Shrek (PG) Shrek the Musical (PG) A League of Their Own (1992, PG) Space Jam (PG) Happy Feet (PG) Remember the Titans (PG)

Please sign on the Acknowledgement of Information sheet that you have reviewed and approved/not approved the movies on the above lists.

Independent Reading Expectations/ Classroom Library Permission

Dear Parents and Caregivers,

Reading is a central focus in my classroom, and as I have seen year after year, sparking a student's interest in reading is a key component of their success inside and outside of the English classroom. Students are expected to have an independent reading book and read nightly outside of the classroom; this is often the only homework I will assign. Students will also have the opportunity to read their books at the beginning of class each day, as well as when they complete their assigned work.

I have worked hard to develop my own classroom library (and continue to do so). This library is available to any student who wants to choose a book to be read recreationally. Research shows that availability of books is a major motivating factor in getting teens to read. Students who are surrounded by books at school and at home read more. Students who read more, read better. I believe having my own classroom library will dramatically increase the amount of reading my students do.

I am sensitive to having appropriate reading material in my classroom library. That said, what is considered "appropriate" may vary from one parent to another. Please be aware that the selections in my classroom library range from elementary-level to high-school level reading material. Oftentimes, as the reading level of a book becomes more challenging, the content becomes more mature. I have not read every single book in my classroom library, and the presence of a book in my library is NOT a recommendation. As a parent, I ask you to remain aware throughout the year of the books your child has chosen to read and assist in gauging appropriateness. Have conversations with your child about the books they are reading. The books in my classroom library are checked out on a voluntary basis only. Some students use my library a lot; others find books elsewhere. Any student who checks books out of my library is asked to have a parent or guardian sign the Acknowledgement of Information, indicating this classroom library letter has been read and understood. If you have any questions, comments, or concerns, please feel free to contact me at kathryn.royal@simivalleyusd.org. Let's get reading!

Note: Our classroom library *always* has room to grow. We graciously accept donations of gently used books!

Please sign on the Acknowledgement of Information sheet that you have reviewed and approved/not approved your child's use of my classroom library.