

About the course: Study Skills is a yearlong course. In this class we will focus on assignment completion, reviewing class texts and notes, studying for tests and quizzes, and developing sound study skills. Even with having a Study Skills Class, at this level, you should expect your son or daughter to bring homework home.

Expectations: Students will be expected to know and follow all school rules. They are expected to be on time for class and to bring all necessary materials and supplies such as pencils, pens, all homework, and missing work. It is expected that students will use class time to complete homework and any missing work, to study for tests and quizzes, to organize notebooks, papers, locker, and to notify teacher of any problems or questions with work or classes. Students will need to plan ahead for assignments, projects and tests, and when a need arises such as having a test read or needing help with an unusual assignment, it is expected that students will advocate for themselves and ask for help. I cannot help to solve a problem or make special arrangements, if I am unaware of the situation.

Activities: Any additional activities that students will be asked to participate in while in Study Skills Class can be achievement tests or surveys that identify achievement levels in math, reading, or writing; or will be geared toward identification of individual student strengths, weaknesses, and personal choices and goals. There will be no academic homework given specifically for this class.

Evaluation: This class will be based on the use of class time. All students are awarded points every day of school. Points will only be taken away when a student: does not follow class rules, disrupts the class in any way, is late for class, does not participate in activities, and if class time is not being used effectively and appropriately. It is possible to fail this class.

Home Access Center (HAC): Students are expected to learn and use the Home Access Center. Upon receiving their username and password, students will use HAC to monitor their grades, assignment completion and to monitor progress toward meeting graduation requirements. If students do not have access to a computer with internet at home, they can use student computers in the library. I recommend that parents get access to the Home Access Center if they have not done so already. It is an easy way to monitor your child's grades and assignment completion. I will also monitor assignments through the Teacher Access Center (TAC).

Class Rules: All school rules will be followed according to the Mason Middle School Student Handbook. The handbook is available online at the Mason Middle School Website. Students are expected to follow all rules the first time. Respect to self, others and property is the foundation for classroom policies. **Electronic devices of any kind are not allowed in class.**

Contact: My school phone number is (734) 848-9369. I can check my messages from any phone at school. I check my email regularly throughout the day. My email address is stubleski@riemason.k12.mi.us. Email is the best way to contact me if you check your email frequently. I will return phone calls and emails as quickly as I can. If you have any questions about anything school related, I will do my best to answer them, or direct you to the person who can help answer your question.

Student name _____

Age _____

Student Signature

Date

Please give parental contact names and numbers, indicating if it is a home, cell, or work number. Give numbers in order that you would prefer me to call so that the first name and number is the person and number that you would like me to use. Only give a work number if it is ok to call you while you are working.

Please give me your email address if you check it or use it on a regular basis.

The first page is yours to keep at home. If you would please sign your name which indicates that you have received and read the first page. Your son or daughter should return this second, signed page back to me.

Parent Signature

Date