Welcome to
Freshman Seminar
Ms. Haak - Room 59

I. Course Description
The mission of Ninth Grade Freshman Seminar Program is to foster a sense of community, develop positive communication, promote good character traits and learn skills and habits that will help our students become productive citizens in High School and beyond. During this course we strive to achieve the following goals:

GOALS:
1. To provide a safe environment in which students can learn how to interact in a positive way.
2. To provide all Ninth Grade students with a trusted advocate and a positive adult role model.
3. To increase the self-efficacy of every student.
4. To help students come to school "Ready to Learn". This refers to both motivation and access to resources/supports.
5. To teach students academic skills they will need to succeed at Del Campo High School.

II. Student Expectations - I expect students to...

(1) Be PROMPT –
• Be on time for class. This means being inside the classroom by the bell or else you will have to report to the Attendance Office. School Policy is: 3 tardies = After School Detention, 5 = Saturday School, 6 or more can = Home Suspension.
• Follow directions promptly and accurately. The more prompt you are, the more PAT you will earn (See Rewards for more information).

(2) Be POLITE –
• Demonstrate courtesy towards Ms. Haak and fellow class members by using kind words.
• Speak nicely to one another. No Put-Downs and No "Shut Up" please.
• Food and drinks (besides water) are not allowed in the classroom, unless distributed by Ms. Haak. Violation of this rule will result in cleanup of the classroom.
• Leave other people’s belongings alone.

(3) Be POSITIVE –
• Remember the classroom is an academic setting and topics of conversation, comments, and words should be professional in nature.
• Vulgar language is Never appropriate! Violation of this rule will result in an essay explaining why such language is unprofessional in an academic setting.
• Work cooperatively with group members. This means not putting people down for their inadequacies, but being a leader and inspiring others to live up to their full potential. Remember yelling at, putting down, or threatening group members is not a way to inspire them to work harder.

(4) Be PREPARED –
• Have all assignments completed on time. Missing or Incomplete Assignments that are completed with an acceptable level of quality and understanding may be turned in for partial credit.
• Plan ahead for restroom needs. You will only be given 4 passes - use them wisely! If you have an emergency and have to use the restroom, but do not have any passes, you will owe me the class time you use during your break or during your lunch.
• Del Campo’s Dress Code Policy will be enforced. Dress appropriately.
(5) **Be PRODUCTIVE** –

- Participate by completing class work when it is assigned.
- Work quickly and quietly on individual assignments. Work cooperatively on group assignments.
- Students are expected to produce their own schoolwork. Plagiarism of any kind is unacceptable. Students who demonstrate academic dishonesty will face academic and disciplinary consequences.

(6) **Be PARTICIPANTS** –

- Avoid disruptive behavior: talking out of turn, tapping on the desk, throwing materials or any other behavior that distracts from classroom activities.
- Raise a hand to speak. Do not shout out answers unless the teacher asks you to do so.
- Cell phones are required to be turned off before class begins. They will be collected at the beginning of every period and will be securely stored and then passed back at the end of the period. Failure to turn in phone will result in an After School detention. Subsequent offenses will result in a Saturday School or Office Referral.
- Other electronic devices and earphones are to remain in school bags at all times unless I give you permission to have them out. 1st offense = warning, 2nd offense = removal of device until the end of the period + warning, 3rd offense = removal of device + Saturday School.

**III. Rewards** – PAT

PAT, or Preferred Activity Time, is earned by you, the students, weekly by following expectations and saving time during classroom procedures. Each Friday, the amount of PAT earned will be used doing various fun learning games and activities.

**IV. Consequences** – Failure to comply with classroom expectations will result in the following:

1. **First Warning** - Verbal or inferred (eye contact, physical proximity, removal of disruptive materials).

2. **Second Warning** - Loss of PAT, classroom cleanup, Redirect and Reflect, after-school detention, or other appropriate consequence.

3. **Third Warning** - Office Referral or Saturday School. A phone call can occur at anytime, but parents will be notified if an Office Referral or Saturday School is issued. Students may also be asked to call home during school time. This will help all of us to understand each other and the nature of the problem better.

**V. Notifications**

There is a minimum amount of homework if students attend class. All classroom assignments will be posted on the teacher website: www.sanjuan.edu/rhaak. Daily reminders in the form of text messages will also be sent out using the online application Remind 101. Students must sign up in order to receive reminders. If you wish to also sign up, please see attached form.

**VI. Absences**

Student absences will greatly affect comprehension as well as classwork, and this deficit will be immediately reflected in the grade. Following an absence, a student has the same number of days to complete makeup work as they were absent. School policy = A day for a day.

**VII. Supplies Needed**

1. 1” **binder** dedicated to Freshman Seminar
2. 1 set of **dividers** to organize your binder
3. **Binder paper**
4. 1 **whiteboard marker** (black or blue preferably)
**VIII. Grading**

Assignment grading is done on the following eight-point scale.

**Assignment Grading Scale:**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>Above Standard (100%)</td>
</tr>
<tr>
<td>7</td>
<td>Meets Standard (88%)</td>
</tr>
<tr>
<td>6</td>
<td>Approaching Standard (75%)</td>
</tr>
<tr>
<td>5</td>
<td>Below Standard (63%)</td>
</tr>
</tbody>
</table>

**Course Grading Scale:**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>A</td>
</tr>
<tr>
<td>88</td>
<td>B</td>
</tr>
<tr>
<td>78</td>
<td>C</td>
</tr>
<tr>
<td>68</td>
<td>D</td>
</tr>
<tr>
<td>58</td>
<td>F</td>
</tr>
</tbody>
</table>

Grades are made up of Daily Assignments (35%), Projects (35%), and Engagement (30%).

**Daily Assignments** = Daily Class Activities, Homework, Vocabulary, Notes, Quizzes, etc.

**Projects** = Presentations, Posters, Videos, Writing Pieces, Socratic Seminars, etc.

**Engagement** = Participation, Attendance, Behavior, Following Rules, Being On Task, Being Prepared, etc.

**Citizenship:** Engagement = 100% of a student’s citizenship grade. Every week students will be given 8 points toward Engagement. Infractions (Tardies, Off Task Behavior, Inappropriateness, etc.) will cause students to lose points.

**IX. Grade Checks**

Students are required to turn in Grade Check printouts every Wednesday. If a student’s GPA is below a 3.0, or he/she has a D or F in a class they are required to attend two hours of Academic Support. Students who do not turn in the Grade Check will also be required to attend Academic Support. If the student does not attend tutoring, the Engagement grade will be deducted. Students will be required to verify their support by completing the Academic Support Information Form. The completed form is due the following Wednesday.

**X. Note To Parents / Guardians**

I am really looking forward to this being a great year. I am excited to get to know your student and work together to make this a successful experience. Frequently, I will update my website with information regarding what your student is working on in class. The site address is: [www.sanjuan.edu/rhaak](http://www.sanjuan.edu/rhaak). Please feel free to visit this site as often as you wish.

On occasion I might have need to contact you regarding student successes or concerns. Please include, in the space provided, the best way to contact you whether by phone or email. Likewise, if you have any questions or concerns, please feel free to email me at rhaak@sanjuan.edu. I will respond as promptly as possible.

Sincerely,

Ms. Haak

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**Please Return To Ms. Haak**

Student Name (please print):  

Name and Relationship To Student (please print):  

Phone Number (best to be contacted at):  

Email Address:  

Signature (I have read this document):  