September, 2016

Dear Parent/Guardian,

My name is Alyssia Moss and I will be teaching your student African American History this year. Topics will include early civilization in Africa, early slavery, slaves and their involvement with colonial America, abolition, reconstruction, migration, the Great Depression, and African Americans in the twenty-first century. This course will be rigorous, rewarding, and will help your student grow into becoming a historian and a well-rounded student. Over the course of the year, they will work independently, as well as interdependently, conduct research, write formal essays, prepare and execute speeches, and analyze primary and secondary documents.

Grading:
100% - 90% A, 89% - 80%, 79%-70% C, 69%-60% D, 59%-0 E.
Grades are weighted according to the following chart:
Participation (including classwork, homework, being prepared, and on task) - 20%
Writing- 20%
Assessments (including summative assessments, such as essays) - 25%
Homework- 10%
Classwork- 25%

There will be rubrics given for essay tests, projects and presentations which reflect the IB/MYP standards. The assessment criteria are:
Criterion A- Knowing and Understanding
Criterion B- Investigating
Criterion C- Communicating
Criterion D- Thinking Critically

There will be no opportunities for extra credit. Furthermore, any assignment turned in late will be deducted 50%, and any projects turned in after two weeks late will receive a zero. It is the student’s responsibility to ask for and complete classwork and homework that was assigned while the student was absent from class.
**Student Expectations:**

Report to class on time
Come to class prepared with their notebook and a pencil
Complete homework and class assignments
Actively participate
Treat themselves, others, and the room with respect

**Behavior:**

First: The student will be given a warning.
Second: The student will be asked to move away from the disruption.
Third: The parent or guardian will be notified.
Fourth: The student will be sent to the vice-principal for disciplinary measures. (Only extreme behaviors could result in immediate removal from the class.)

I can be contacted via e-mail at amoss1@pghboe.net to address any concerns or questions that you or your student may have. You may also reach me by calling my school voice mail at (412) 529-2088.

I look forward to getting to know your student and helping them grow as an International Baccalaureate student.

Sincerely,

Ms. Alyssia Moss

Approved: ___________________________, Director
Please sign to indicate that you have read the above letter.

Student signature ___________________________ Date ____________
Parent/guardian printed name _____________________________________
Parent/guardian signature ______________________ Date ____________
Parent/guardian e-mail ___________________________________________
Student’s e-mail ________________________________________________
Phone number(s) Day: ______________________ Evening: ___________________