



September, 2016

Dear Parent or Guardian,

My name is Mrs. Nordick and I will be teaching your child Language and Literature this year. As part of the Language and Literature team I would like to welcome you and your child to a new school year at Pittsburgh Barack Obama Academy of International Studies 6-12. In the International Baccalaureate Middle Years Programme, Language and Literature consists of Reading and Language Arts classes, and as a teacher in this subject area, I would like to share important information to help make this a successful academic year. I want my students to enjoy their year in Language and Literature.

Students will be engaged in various types of writing from Houghton Mifflin's English. They will be expected to meet Content Standards as listed in the Core Curriculum. Standards include the following areas of skill or emphasis: reading independently, reading critically, analyzing and interpreting literature, understanding types of writing, improving the quality of writing, speaking and listening, understanding the characteristics and functions of English, and research. Students will be given formative assessments throughout the lesson, followed by a summative assessment at the end of each unit. Formative and summative assessments involve student participation and reflection to measure various aspects of their performance.

LANGUAGE A ASSESSMENT CRITERIA

Criterion A – Analyzing

Criterion B – Organizing

Criterion C – Producing Text

Criterion D – Using Language

Daily requirements and tools for success:

- ✓ Agenda book
- ✓ Writing utensil (a blue or black ink pen or a sharpened pencil)
- ✓ DEAR time book for independent reading
- ✓ Completed homework or other required assignments
- ✓ Appropriate text book or novel
- ✓ 1 - One Subject Notebook
- ✓ One 2 Pocket Folder
- ✓ Any special supplies that may be needed for a particular project/assignment or for activities related to the International Baccalaureate Middle Years Programme (IBMYP).

Procedures and expectations:

- All school rules must be followed in the classroom
- Rules specific to the classroom, as designated by the teacher and posted in the classroom, must be followed
- Assignments must be completed in a timely manner
- All students must complete the Pittsburgh Public Schools portfolio



Barack Obama Academy of International Studies

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- Class time will include warm-up time, direct instruction, various activities and organizational time
- Homework will be assigned consistently; homework may not always be in written form and will cover a range of assignments that reinforce the skills taught in class.
- Students may expect to experience whole group instruction, small cooperative groups, partner work or individualized, differentiated instruction and a variety of class work assignments. Modifications will be made for students with Individualized Education Plans.

Evaluation, assessments and our grading policy:

- Assignments should be submitted on time. Language and Literature work will only be accepted until the last day of the week with half credit.
- Extra credit assignments at the end of the report period are not available.
- Rubrics devised from IBMYP and District standards will be used to evaluate assignments and tests.
- The Pittsburgh Public Schools grading scale will be used (90-100%-advanced {A}, 80-89%-above average {B}, 70-79%-proficient {C}, 60-69% {D} and 0-59% {E}.)
- Citizenship refers to work habits and class demeanor. Students are required to adhere to all school and classroom rules and will be evaluated accordingly using the standard scale (O-outstanding, S-satisfactory and U-unsatisfactory.)
- If learning or teaching is disrupted in the classroom, a verbal reminder will be given. If the reminder is ignored, a follow up phone call will be made so that communication is kept open and that the student's progress is supported. If all communications with student and parents fail and inappropriate behavior continues, a referral will be written. An immediate referral will be issued for physical fighting.
- Homework will be assigned four times a week, Monday through Thursdays. Assignments will be posted on the homework board in the classroom.
- In Language and Literature class the percentage breakdown will be as follows: Assessments 25%, Class work 25%, Participation 20%, Writing 20% and Homework 10%.

I hope this information will be helpful to you! I can always be reached at school via phone: (412) 529-6641 or e-mail: tnordick1@pghboe.net. I encourage and welcome communication. I would like to hear from you and the agenda book is an excellent way to communicate. In addition, I am available to speak with you during the regularly scheduled monthly parent conferences.

Sincerely,

Mrs. Nordick





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I have read the policies, expectations and grading guidelines listed in the letter and I understand the expectations for Language and Literature. I agree to take a “no excuses” stance concerning these areas.

Student name _____ Student signature _____

Student section _____

Parent/guardian signature _____ e-mail _____

Phone number(s) {day} _____ {evening} _____

Date _____

Approved: Ms. Aisha Robinson, Director

