Welcome Students and Families!

Please allow me to take a moment to welcome you to Franklin Academy Cooper City.  My name is Mrs. Lyons, and I will be your 7th grade Language Arts and Reading teacher. During the first week of school we will be focusing on student expectations to be successful during this school year. Both students and parents will receive a copy of this letter, so we are all on the same page about your success in this classroom.

1. **Be Prepared** – Every day you are expected to have a composition notebook dedicated to ELA, a ballpoint pen, a pencil and eraser. Textbooks and consumables will be provided in class. **A supply list specific to my class is attached.**

2. **Curriculum – The students’ curriculum will consist of** textbooks and consumables in class, all which will also be available online. We will also be utilizing various technology such as projectors, document cameras, iPad and laptop carts as well as the in room computers to enhance the learning experience.

This year we are proud to be implementing the International Baccalaureate Middle Years Programme as we are an IB Candidate School.  With this, our students will embark on a rigorous and rewarding year full of growth and the opportunity to become global learners.

Our students will be fostering a culture of international mindedness and world peace through our interdisciplinary curriculum framework.

For more information on this program please visit www.ibo.org.

3.  **Assignments –** Hand in all assignments when they are due.  If assignments are frequently turned in late or missing, I will contact your parent to advise them of my concerns.  In the event of an absence, you will need to personally contact me at a convenient time upon return to school to receive make-up work, as per school policy.

Franklin Academy does have a no homework policy.  However, this does not imply you are not to be an active learner at home.  It is with high expectations; you go home and practice every night.  If an assessment is coming up, what you are at home reviewing the materials for the following day.  You will use this time after school to reflect and review the day’s work.

4. **Grades –** Grading policy requires that all work be completed by the due date in order to receive full credit.  There are four categories for grading:

**Classwork (20%), Tests (35%), Quizzes (25%) and Projects (20%).**

For every day late, the grade lowers 5% off the grade earned.  If you are absent, makeup work will be due in a timely fashion.  Make-ups will be offered per the absentee policy.

5. **Breaks –** Students will not be allowed in hallways the first 10 minutes of class and the last 10 minutes of class for ANY reason.  If a student needs to leave the room for any reason, they will be required to utilize their agenda as a hall pass. There are no exceptions. **This is a school wide policy.**

6. **Scholastic Book Clubs –** Throughout the school year, you will have the opportunity to place Scholastic Book and Software Club orders.  When it comes time for our first order, I will send a letter home explaining the process.

7. **Technology –** Cell phones and all other electronic devices will not be allowed in the classroom.  You are required to turn off cell phones upon entering the school.  If I see a cell phone, it will be confiscated and sent to the office where your parent may come and pick it up.  You will be given a written warning.  This includes e-readers, iPads and tablets.

8. **Uniforms –** Please refer to the parent handbook and contract in regards to uniform expectations.  If you are out of uniform, including a missing belt or an untucked shirt, you will receive an infraction.

9. **Discipline** - As a school wide policy, I keep a log of behavioral and uniform infractions.  Three infractions in the same category will result in an after school detention. At Franklin Academy we strictly adhere to the Broward County Schools Discipline Matrix.

10. **Water Bottles** – Living in Florida, it is important to stay hydrated.  Water bottles are allowed with a secure lid.  Only WATER will be allowed.  No flavored beverages will be allowed in the classroom. No exceptions.

11. **Communication –** In order to encourage communication between parents, students, and myself, I have created a class website that contains a great wealth of information relating to my English Language Arts and Intensive Reading classes.  The address for this site is <http://thelyonsden.yolasite.com>. The site will be updated with weekly assessments, news, resources and extended learning opportunities.

I welcome and encourage open communication amongst the parent, student and teacher.  Please don’t hesitate to call me at 954-780-5533 should you have any questions or concerns.  You can also email me at lyons.kimberly@franklin-academy.org.

Again, I want to welcome you to Franklin Academy and to my class.  I am looking forward to working with you throughout the upcoming school year.

Sincerely,

Mrs. Lyons

7th Grade Language Arts/Reading Teacher

Franklin Academy Cooper City

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lyons.kimberly@franklin-academy.org