

January 9, 2014

Dear Parent/Guardian:

My name is Ms. Ally Klein and I will be your son's/daughter's teacher for the remainder of the year in world history. I have had the privilege of getting to know your child during the first semester in Mr. Portell's class, and I am thoroughly excited to be teaching this semester. Although some aspects of the class may be modified from first semester, many aspects will remain the same as first semester. I encourage you to read this letter in its entirety in order to prepare for a successful semester for you and your child.

This semester we will be covering approximately eight units. There will be a homework assignment(s) almost daily; I encourage you to communicate with your child in order for homework to be completed on time. On the note of homework, I have decided to modify the homework policy in order to avoid missing assignments. I do not want failure to be an option for your child this semester. Therefore, my homework policy is attached to this letter. Please review it thoroughly with your child and contact me with any questions.

If at any time throughout the semester, you or your child need additional help, please let me know. I highly encourage questions in class as well. I will be in the classroom every morning at 7:00am until 2:50pm. I am willing to stay after 2:50pm if your child needs to meet at a later time. Your child may also ask for an academic advisory pass to come in for additional help.

Finally, I want to encourage communication between parents, students, and myself throughout the semester. The first step for communication between the three of us is for both you and your child to get signed up for Edmodo. All necessary documents will be posted on Edmodo for you and your child's convenience. Feel free to contact me via email if you should have any questions or concerns. I will do my best to reply within 24 hours. I also have my own website that I encourage you to view as well. Here you can learn more about me, the course, and view documents your child has received in class or may need to reprint.

All contact information and websites are included below. Please detached, sign, and return the portion below by Monday, January 13, 2014. This is an assignment for your child and he/she will earn points for it! I hope you are excited for a great semester!

Sincerely,  
Ms. Klein

ark427@mail.umsl.edu  
www.edmodo.com  
www.historythroughtheages.weebly.com

Edmodo Code: \_\_\_\_\_

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Student Name (print): \_\_\_\_\_

Student Signature: \_\_\_\_\_

Parent(s) Name (print): \_\_\_\_\_

Parent(s) Signature: \_\_\_\_\_

Parent Phone Number: \_\_\_\_\_

Parent Email (please print clearly): \_\_\_\_\_

## Homework Policy – World History

1. Late work is not accepted for points! You have ONE pass for the SEMESTER to turn in any assignment of your choice, excluding any major projects/quizzes/exams. This assignment may be turned in ONE day after the due date without penalty.

If you do not turn an assignment in on time or choose not to complete it, this does not mean that you are off the hook for the assignment. If you decide to not complete an assignment, you will receive a detention. If you complete the assignment and get it turned in before the date of your detention, the detention will be dropped. You will not receive points for the assignment, regardless of whether you do it in the detention or beforehand! It is your choice; do the assignment on time for credit or receive a detention and no credit.

2. Homework is to be completed independently, *before class!* This means that I do not want to see students rushing through homework right before the bell rings; this rarely results in adequate work.
3. Cheating will not be tolerated! If you are caught cheating on a homework assignment/quiz/exam, etc., you will not receive credit for it. Your homework pass MAY NOT be used for the assignment in which you are caught cheating.
4. There will still be a homework notebook turned in on the day of each unit test. Be sure to stay organized throughout the semester; we will be making a semester notebook in May like Mr. Portell did in December. The notebook policy is as follows:
  - All items MUST be in order: 10% off for each page out of order
  - Your name MUST be written clearly on the first page: 10% off for no name
  - The homework slip must be attached in order for the notebook to be graded
  - NO FRINGES! – this will be enforced this semester
  - All items need to be stapled, NEATLY
5. Absent work: absent students will be responsible for meeting with the teacher at an appropriate time in order to review absent work. Absent class work to homework is due the next class meeting. If a student is absent for a test/quiz, the test may only be made up during Academic Advisory. The student has two Ac. Lab periods to make up the test. Failure to do so within this time will result in a zero.

***\*\*I reserve the right to modify this policy at any time throughout the semester! If anyone chooses to take advantage of this policy, it will be removed and no late work will be accepted!***