



# Welcome to Mr. Bullock's English Language Arts (ELA) Class

## The Oak Mountain Middle School Mission Statement

The mission of Oak Mountain Middle School is to expect and encourage nothing but the best in a nurturing, opportunity-rich environment.

## Required Daily Materials

**Materials that the student will be responsible for bringing to class EVERY day:**

- Binder with tabs and paper – This should be labeled and used exclusively for English Language Arts (ELA).
- Supplies: Novel or book we are reading OR Prentice Hall Reading book and Reading workbook (when needed)
- Pencil with an eraser – It is always a good idea to have at least one spare! ☺
- OMMS Assignment Pad
- ELA Response Journal (small composition book)
- AR book or device to read if time allows

\*\*\* Periodically, there will be signs in the hall notifying students that extra supplies (i.e. glue sticks, colored pencils, scissors, books, workbooks) will be needed. It is the student's responsibility to look for these signs and bring the appropriate materials to class.

## Procedures

### A. Beginning of Class

1. Enter quietly.
2. Go to your assigned seat.
3. Prepare your desk area. Leave your assignment pad, binder, and pencil on your desk. Put everything else under your chair or in your desk.
4. Copy any homework assignments into your assignment pad.
5. Bell Ringer activity: Copy the Bell Ringer activity in your binder. Write the answer correctly. Leave your binder open to this page.

\*\*\***Don't wait for the bell to ring -- class begins when you enter the room. All of the above should be done before the bell rings. If you are not in your seat with your materials out and have not begun to work when the tardy bell rings, you may be considered tardy.**

6. When you finish, you may read an AR book or sit quietly and wait for my instructions.

### B. During Class

1. Neatly copy all notes into your binder as directed by me.
2. Ask questions if you do not understand an assignment, but only AFTER I have explained the process.
3. Copy all homework assignments and important dates into your assignment pad every day.
4. Request permission before you speak out.
5. Stay in your seat unless you have permission to be out of it.
6. No eating, drinking, or chewing gum in this class.
7. Treat everyone and everything in this class with respect.
8. Bring something to read or work on after tests and class work have been finished.

### C. End of Class

1. At the bell, sit quietly and wait for me to dismiss you.
2. Clean the area around your desk, making sure to throw away all paper or trash you have dropped.
3. Walk out of the room taking all of your belongings with you. **A writing assignment may be given to students who consistently leave items in the room.**
4. "HAVE A GREAT DAY!" dismisses you from class.

#### **D. Make-Up Work**

1. Each student is responsible for making up work that was missed. **It is the student's responsibility to check with me and/or the blog regarding missed assignments, notes, and Bell Ringers.**
2. See me before or after class. I am also available most mornings. You must have a pass from me or your parents to see me before school. If at all possible, make an appointment with me in advance.
3. **WORK MISSED DUE TO AN UNEXCUSED ABSENCE CAN NOT BE MADE UP.**
4. Check my blog for assignments, <http://podcasts.shelbyed.k12.al.us/jbullock/>, and verify these with me upon your return.
5. Copy the Bell Ringer from another student or from my ABSENCES Binder.
6. Check my absence Binder for notes/handouts. Get any handouts that you missed from the make-up binder.
7. Make arrangements with me regarding when to make up missed tests and quizzes.
8. Work must be made up in accordance with the rules set forth in the Shelby County Code of Conduct. Work not submitted within the time limit will receive a grade of zero.

#### **E. Homework**

1. Homework is posted daily on the side board and on my blog and will be discussed orally in class.
2. Write down all homework in your assignment book **even if you have already completed it.**
3. **In order to receive full credit for a homework assignment, you must have the assignment with you in the classroom on the day it is due; you may receive an EAET.**

#### ***“Every Assignment Every Time” EAET Policy:***

Assignments are a vital component of a child's learning experience. Work is expected to be completed on time. Incomplete and/or poorly attempted assignments are not acceptable.

#### ***Procedure:***

- If an assignment is incomplete, poorly attempted, or not submitted on time, the student will receive a notice requiring a parent signature and an opportunity to complete the assignment.
- Students who turn in the parent-signed notice and completed assignment on time the following school day (refer to EAET form) will receive 60% of the earned grade. Failure to do so results in an Academic Saturday School referral and the assignment will be completed for 50% of the earned grade.
- Upon the fourth and subsequent EAET form (per subject, per grading period), the assignment may be completed for 50% of the earned grade, and the student will be automatically referred to Academic Saturday School.

#### **F. Getting Help**

1. Ask questions in class.
2. Review your notes.
3. Read the book.
4. Ask your parents or a friend to explain the material to you.
5. Make an appointment to see me before school any morning (except morning duty days.)
6. **DON'T WAIT UNTIL THE DAY OF A TEST TO GET HELP!!**

#### **G. Hall Passes/AGENDA**

1. Under normal circumstances, use your agenda as your pass during class. Students should make every effort to take care of personal business between classes. There is usually plenty of time as most of your classes are near lockers, restrooms, and the office.
2. If I deem it necessary to sign a pass to a student, he or she must return within a reasonable length of time. If this privilege is abused, it will be gone.

## **H. Discipline**

1. Follow all school and classroom rules. School rules can be found in the Code of Conduct booklet. Classroom, assembly, athletic events, hallway, bus, cafeteria, restroom, locker room, and office rules are as follows to exemplify Eagle PRIDE:
  - Eagle **Positivity**
  - Eagle **Respect**
  - Eagle **Integrity**
  - Eagle **Determination**
  - Eagle **Excellence**
  - Be “NOTHING BUT THE BEST!”
2. If a student chooses to break a rule, **the severity of the offense will determine the consequence.**
  - Verbal warning
  - Writing assignment given (due the following class day)
  - Detention
  - Office visit and/or parent conference
3. Writing assignments not returned the next school day will be doubled. If not returned the following day, the student will be assigned a detention.
4. **Do not argue when your behavior results in one of these consequences. I would be happy to talk with you in private after class if you wish.**

### **Nine-Weeks Grading Policy**

Grades for this class will be determined through any or all of the following: notebook and assignment book checks, tests, quizzes, class work, homework, and projects. The amount of points possible for each assignment will vary depending upon the length and the importance of the assignment (i.e. Chapter/novel tests and projects will be worth more points than quizzes and homework/class work.). The grading policy will be in the policy packet for parents to sign and acknowledge.

### **English Language Arts (ELA) Binder and Response Journal**

The binder and response journal will be used to assist students in keeping their notes organized and to present concepts in an easy-to-understand format. Almost all class work and homework assignments will be done and kept in this binder and/or response journal. The binder and journal will be your primary resource in studying for tests and quizzes. Binders and journals will be checked periodically and graded for completeness, organization, and neatness. It is the student's responsibility to make sure he or she has all assignments, including those made while the student was absent.

### **Progress Reports**

I enter my grades into the computer grading system, iNOW, every week. You may access your child's grades at any time via iNOW, available through the OMMS office. Students are also encouraged to keep a list of all the grades they earn during each nine-week grading period. Detailed progress reports will be sent home periodically during each grading period. Report cards are sent home after nine weeks.

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Every student's success is very important to me. If we work together as a team, we can maintain a positive, effective learning environment. Your questions and comments are always welcome. Feel free to email me at [jbullock@shelbyed.org](mailto:jbullock@shelbyed.org) or call the front office (682-5210) to set up a conference with the team of teachers if necessary. I look forward to a great year filled with “Nothing but the Best!”

Thanks,  
Mr. Bullock