**Lombard Middle School**

**8th Grade Team Handbook**



**8th Grade Teachers**

**Mrs. Camper Ms. Chapin**

**Mr. French Ms. Keith**

**Ms. Roach Mrs. Michels**

**Mrs. Moore Mr. Wilt**

**Pride Guide**

Students are expected to follow the school-wide expectations throughout 8th grade. These expectations are called the Pride Guide.

Be Respectful

Be Responsible

Be There; Be Ready

KHFOOTY (Keep Hands, Feet, and Other Objects to Yourself)

**Skyward Family Access**

Skyward is an online gradebook and communication system used by District 205 schools. It is imperative that parents and guardians sign up for access to this program through the school office. With Skyward, you may:

1. Track the progress of your student.
2. Communicate with teachers.
3. Receive information that is happening at your student’s school.
4. Add money to the student’s lunch account
5. Register for school

**Teacher Communication**

Teachers can respond to e-mail throughout the school day. It is often the best way to get ahold of a teacher. If you would like to contact a teacher via phone, the 8th grade teacher’s planning period is from 1:00-2:30. The office phone number is (309) 973-2004. This would also be the timeframe to schedule a meeting with the team of teachers throughout the year. Teachers are also available before or after school upon appointment.

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| **Teacher** | **E-mail** |
| Mrs. Camper | [tcamper@galesburg205.org](mailto:tcamper@galesburg205.org) |
| Ms. Chapin | [schapin@galesburg205.org](mailto:schapin@galesburg205.org) |
| Mr. French | [dfrench@galesburg205.org](mailto:dfrench@galesburg205.org) |
| Mrs. Keith | [mkeith@galesburg205.org](mailto:mkeith@galesburg205.org) |
| Mrs. Michels | [tgmichels@galesburg205.org](mailto:tgmichels@galesburg205.org) |
| Mrs. Moore | [stallman@galesburg205.org](mailto:stallman@galesburg205.org) |
| Ms. Roach | [croach@galesburg205.org](mailto:croach@galesburg205.org) |
| Mr. Wilt | [dwilt@galesburg205.org](mailto:dwilt@galesburg205.org) |

**Important Links**

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| **Website** | **URL** | **Purpose** |
| 8th grade team homework blog | [www.lombard8.blogger.com](http://www.lombard8.blogger.com) | 8th grade teachers post the week’s lesson topics and homework assignments for student and parent convenience |
| Lombard’s school website | [www.lombard205.weebly.com](http://www.lombard205.weebly.com) | School news, daily announcements, lunch menus, sports schedules, and much, much more! |
| Galesburg 205’s district website | [www.galesburg205.org](http://www.galesburg205.org) | District calendar and news, Skyward access links, and more |
| Common Core Standards | [www.corestandards.org](http://www.corestandards.org) | Information about the common core standards |

**SUCCESS Program**

After school on Tuesdays, Wednesdays, and Thursdays, students are given the opportunity to access 1 hour of tutoring and homework help. This program runs from 3:00 to 4:00. Staffed by teachers, it is a great place to get work done before going home or to ask questions on confusing assignments. Students are issued a pass with the time and date when they leave SUCCESS each day. Some 8th grade teachers offer extra credit when these passes are turned in.

**Sports/Eligibility**

8th grade students are often involved in a variety of sports! Eligibility is submitted by teachers each week on Thursdays. Students who are earning a failing grade in one or more classes will not be permitted to participate in their sport. They may be required to attend SUCCESS.

**8th Grade Discipline Plan**

The purpose of the behavior discipline plan is to encourage positive productive behavior in all students. The number system is a way to remind students when they have fallen below school-wide expectations. We will use the following guidelines to help our students achieve further maturity and growth to be successful in high school and beyond.

**Rules – Same as School-Wide Expectations**

1. Be Respectful
2. Be Responsible
3. Be There; Be Ready
4. KHFOOTY (Keep Hands, Feet, and Other Objects To Yourself)

Students who fail to meet all school-wide expectations will be given a number reflecting which expectation was not met. Only one number will be given per incident. Numbers will accumulate in all classes for one 24-hour period. Teachers will report numbers during team meeting time and consequences will be issued to those earning four or more numbers.

**Consequences for numbers received in one day:**

4th number: 20 minute detention

5th number: 20 minute detention and meeting with 8th grade team

6th number: Referral to office for further consequences

Phone calls home to parents will be made at teacher discretion.

**Important Notes**

1. Detentions will be served only after school with Mr. Wilt, Room 130.
2. Detentions must be served within 3 days. Further consequences will result if detentions are not served. Students are responsible for their own transportation home.
3. At any time that a student is in violation of serious or repetitive behaviors that student will immediately be referred to the office.
4. Teachers reserve the right to give immediate detentions to students for rules broken in the classroom. These detentions will be served with the teacher giving the detention.
5. Once a student has earned 5 team detentions within one quarter, their parent will be contacted by the team. At this point, the student will no longer earn team detentions. Instead, the child will be written up for every 10 numbers they accumulate during the rest of the quarter.

**8th Grade Curriculum**

All 8th grade teachers are implementing Common Core Standards within their classrooms. Each department has certain goals and units that are taught each year. Below is an overview of this curriculum. Specific teaching methods and assignments are not listed below. This is simply a look at the skills all 8th graders are expected to have mastered by the end of the 8th grade year.

**8th Grade Math**

**Major Skills Taught**

The Number System

-Know that there are numbers that are not rational and approximate them using rational numbers.

Expressions and Equations

-Work with radicals and integer exponents.

-Understand the connections between proportional relationships, lines, and linear

equations.

-Analyze and solve linear equations and pairs of simultaneous linear equations.

Functions

-Define, evaluate, and compare functions.

-Use functions to model relationships between quantities.

Geometry

-Understand congruence and similarity using physical models, transparencies, or geometry software.

-Understand and apply the Pythagorean Theorem.

-Solve real-world and mathematical problems involving volumes of cylinders, cones,

and spheres.

Statistics and Probability

-Investigate patterns of association in bivariate data.

**8th Grade Language Arts**

**Major Units**

-Novel units (including *The Hunger Games*)

-Drama (including *West Side Story* and *Romeo and Juliet*)

-Research

-Figurative Language

-Poetry

-Argumentative Writing

-Narrative Essays

**Major Skills Taught**

Reading Literature

-Apply reading strategies (author’s purpose, main idea, point of view, etc.) to understand grade-level literature, including novels, short stories, and dramas

Reading Informational Text

-Conduct research and cite sources according to conventional methods

-Apply reading strategies (author’s purpose, main idea, etc.) to understand informational text

Writing

-Express ideas clearly in writing in a variety of formal styles, including narrative and argumentative structure

-Edit and revise writing

Speaking and Listening

-Engage in appropriate discussions with classmates on many topics, listening and evaluating a speaker’s claims.

-Adjust speaking skills to a variety of contexts, including one-on-one conversations, small or whole group discussions, and presentations.

Language

-Determine correct meaning of vocabulary words in grade-appropriate texts using a variety of strategies.

-Use grammar, spelling, capitalization, and punctuation appropriately in context when reading, writing, speaking, or listening.

**8th Grade United States History**

**Major Units**

Migration and Exploration

Colonial America

Revolutionary War

The Constitution

Early American Government

Industry and Westward Expansion

Civil War

**Major Skills Taught**

Reading in History

Key Ideas and Details:

-Determine central ideas and information of primary and secondary sources

-Identify key steps in a text’s description of a process related to history

Craft and Structure:

-Determine the meaning of vocabulary words in content area text

-Describe how a text presents information

Integration of Knowledge and Ideas:

-Distinguish among fact, opinion, and reasoned judgment in a text

-Analyze the relationship between primary and secondary sources

Writing in History

Text Types and Purpose:

-Write arguments, introduce claims, and offer supporting details using logical reasoning and relevant, accurate data

-Write informative and explanatory texts offering a narration of a historical event

-Use precise language and domain-specific vocabulary words to inform or explain about a topic

Production and Distribution of Writing:

-Produce clear and coherent writing that is appropriate for the task

Research to Build and Present Knowledge:

-Conduct short research projects, gathering information from multiple, credible sources to answer focused questions, citing sources appropriately as necessary

**8th Grade Earth Science**

*This class will cover the four general topics of astronomy, geology, meteorology, and oceanography. To begin the year we will have a separate unit on science safety and equipment use. Throughout all lessons the scientific method will be stressed specifically correct experimentation procedures and accurate data collection. Students will manipulate and analyze data to understand and present conclusions.*

**Major Units**

Astronomy- Geography of Solar System, Earth Moon Sun Systems

Geological History – 7 principles, Geologic Time Scale, Evolution

Geology- Rocks and Minerals

Weathering Erosion and Deposition- Changing of Earth’s Surface

Plate Tectonics Earthquakes and Volcanoes

Ocean Currents, Atmosphere Currents and Weather – Movement of Water and the Transfer of Energy

**Major Skills Taught**

1. Gathering information/ hypothesizing – experimentation, internet, outlining readings, writing summaries, general research.
2. Recall information – memorization/ identification.
3. Inference – figure out what it means, what is the data showing, what are the implications for the situation, how is this connected to other information, cause and effect relationships and pattern recognition.
4. Presentations – clearly communicate understood material using technology.
5. Determine the central idea of a text.
6. Use common, grade appropriate Greek and Latin affixes and roots as clues to the meaning of a word
7. Integrate visual information (eg., in charts and graphs) with other information to analyze data.

**Teacher Policies and Procedures**

Each 8th grade teacher has policies and procedures unique to their own classroom. Throughout the year, these do occasionally change based on the needs of individual students or classes. However, the teachers have attempted to give you a bit of an insight into what you can your student can expect in their classroom. The overviews that follow should be looked at as a guideline and is only meant to give you an idea of how each teacher runs his or her classroom.

Teacher Policies and Procedures

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| **Teacher:**  Mrs. Terry Camper | **Courses Taught:**  Prealgebra and Algebra I |
| **Phone:** (309) 973-2605 | **E-mail:** [tcamper@galesburg205.org](mailto:tcamper@galesburg205.org) |
| **General Homework Procedures:**  Homework is assigned at the completion of a lesson taught. There could be 4 homework assignments in a week. I rarely assign weekend homework. The assignments are usually due at the beginning of the class period the next day. I ask students to provide 2 to 4 specific homework samples from the work they have done. I grade these problems. We do check all of them in class though. Students earn homework grade points based on their samples, the notes they take, and completion of the assignment. | |
| **Missing/Late Assignment Policy:**  I issue students 3 late homework passes each quarter. In order to turn in late work, the assignment must be turned in with one of these passes. | **Absent Work Procedures:**  Students are responsible for collecting and completing work from absence. All assignments are posted and papers assigned are in folders for student convenience. |
| **Skyward Usage:**  Skyward is a great way to keep track of student grades. The best time to check the grades of my students would be first thing on a Monday morning. | |
| **Class Start Procedures:**  Students work on a math entry assignment as soon as they come in. These assignments cover a variety of math topics. Class points are earned for completion. | **Tardy Policy:**  Students must be in class before I start taking attendance. I document lateness and report it per our 8th grade discipline plan. |
| **Other Policies, Procedures, and Expectations:**  Students will not be issued textbooks. We take a lot of class notes and write down samples during class. Students are responsible for their own notes and samples. All math materials are to be kept in a folder and brought to class each day. Calculators are used sometimes. It would be good to have a calculator at home. Writing utensils are provided by the student not the school. | |

Teacher Policies and Procedures

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| **Teacher:**  Ms. Chapin | **Courses Taught:**  History, Language Arts, Math |
| **Phone:** (309)973-2629 | **E-mail:** [schapin@galesburg205.org](mailto:schapin@galesburg205.org) |
| **General Homework Procedures:**  -I try my best to allow students time to complete assignments in class. However, there are times when homework must be given.  -When homework is given, it is due the day after it is given unless otherwise stated in class. | |
| **Missing/Late Assignment Policy:**  -Homework is expected on the due date.  -Late assignments are accepted unless otherwise stated in class.  -Teacher retains the right to make exceptions on an individual basis. | **Absent Work Procedures:**  -Work is available when the student returns.  -Student is expected to pick up work and complete it within a reasonable amount of time. (approx. 2-3 days)  -Student is responsible for obtaining assistance if material/assignment is not understood. |
| **Skyward Usage:**  -Skyward is updated almost daily. Longer assignments may take more time to enter. (Especially in Language Arts)  -Missing assignments will be marked as “Missing.” Sometimes an assignment may be marked as “No Count.” This means that the student has not been given a grade for that assignment and it will not be counted against them. | |
| **Class Start Procedures:**  -When a class start is given, students are expected to pick up class start, necessary materials needed for class and begin working immediately. | **Tardy Policy:**  -Classes follow Lombard’s tardy policy.  -Teacher retains the right to make exceptions based on individual student needs. |
| **Other Policies, Procedures, and Expectations:**  -Study guides are given before almost every test. (History and Language Arts) If the student turns in the completed study guide the day of the test, extra credit will be awarded.  -IF a student does poorly on an assignment, the assignment may be corrected and turned in for credit. Tests may also be corrected. Tests are awarded ½ credit for each corrected item.  -If a student does not understand an assignment/concept/topic, the teacher can be available to give individualized assistance after school. The student MUST prearrange this with the teacher - I am not always available for extended times after school. I can also stop in at Success if the student lets me know ahead of time that they will be going and need assistance.  -Email is a great way to communicate with me. PLEASE feel free to email with questions or concerns. I am much quicker at answering emails than I am at answering phone calls. I will not answer phone calls while I am teaching a class or with a student. | |

Teacher Policies and Procedures

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| **Teacher**:  Douglas French | **Courses Taught**:  Language Arts |
| **Phone**: (309) 973-2627 | **E-mail**: dfrench@galesburg205.org |
| **General Homework Procedures**:  The class is arranged by units accompanied by varying types of homework. There is often vocabulary for each unit, regular assignments throughout each unit, and a choice of final project at the end of each unit. Students may get extra copies of lost or missing homework assignments as necessary. | |
| **Missing/Late Assignment Policy**:  A student may turn-in late work to me for a maximum of 75% of the total credit allotted for the assignment. Late work should be completed as promptly as possible, and I will work with students to help them get their work completed. Late work cannot be taken after quarterly grade submission. | **Absent Work Procedures**:  If a student is absent, they should see me as soon as they return to get any handouts they did not receive. The weekly schedule is always posted on the board, and students should refer to that for assignments they need to turn-in. Students are granted time to make-up their work before it will be considered late. |
| **Skyward Usage**:  Assignments are usually posted within a few days of submission. Projects and essays will take longer. If an assignment is marked as missing in skyward, but there is not a grade of “0” in skyward, it means that the grade has not been entered. It does not mean that the assignment has not been turned in. If there are any questions about a grade, please feel free to call or e-mail me. | |
| **Class Start Procedures**:  Students are expected to enter the room, get their binders from their class’ crate, take out their packets, and begin working on the bell-ringer activity, which will be on the board. | **Tardy Policy**:  Students need to be in class and ready to work by the time class starts. Being tardy 3 or more times in one quarter will result in an office discipline referral each time. |
| **Other Policies, Procedures, and Expectations**:  Unless necessary for the completion of homework, students are encouraged to leave all their English materials in their binders in their class’ crate in my room. This is to assist with organization and to prevent lost work. Students may borrow materials necessary for class if they can leave something in place of the material. | |

Teacher Policies and Procedures

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| **Teacher:**  Mary Keith | **Courses Taught:** Grades and Subject Areas are dependent on student enrollment and change annually with student need. | |
| **Phone:**  Extension 2618 | **E-mail:**  mkeith@galesburg205.org | |
| **General Homework Procedures:**  Homework is given once a week in pull out classes in order to practice the skill of having an assignment and completing and turning it in by its due date. The homework is due 2 days from when it is given. In co-taught classes homework is given at the discretion of the regular education teacher and additional support is given by the special education teacher. | | |
| **Missing/Late Assignment Policy:**  Students enrolled in my RTI- Missing work is posted on the board next to the student’s initials. In addition, grades are checked and discussed with students twice per week. Late assignment grades are decided by IEPs for special ed. students and according to the regular education teacher’s policy for their room for co-taught classes. RTI students are expected to complete their missing or late work in class and the assignments are given back to their classroom teachers for grading.  Students not enrolled in RTI (but case managed by me) have their grades checked weekly and intervention is dependent on student need. | | **Absent Work** Procedures:  Absent work is placed in their classroom binders and the assignment is written on the board to alert the student to the assignment. |
| **Skyward Usage:**  Skyward is used daily for attendance. Assignments are graded immediately and entered that day if the assignment is collected and the classroom binder materials are graded on Fridays. All grades are current and entered when I leave the school on Friday. | | |
| **Class Start Procedures:**  Students are to get their binders and sharpen their pencils upon entering the room. There is a short class start activity to transition them to the room. | **Tardy Policy:**  Tardy students are generally spoken too and retaught the expectation for an occasional tardy. More frequent tardiness is handled within the room by loss of privilege or teacher detention. If the student is completely unwilling to correct their behavior a referral is written. | |
| **Other Policies, Procedures, and Expectations:**  The emphasis in my room is on Respect toward all. Students are expected to treat the teacher and the other students respectfully at all times. When infractions occur on respect they are dealt with immediately. Again, only a student who is willfully disrespectful and refuses to correct their behavior will be given a referral. These are extremely rare occurances. | | |

Teacher Policies and Procedures

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| **Teacher:**  Tara Michels | **Courses Taught:**  Language Arts and U.S. History |
| **Phone:** (309) 973-2627 | **E-mail:** [tgmichels@galesburg205.org](mailto:tgmichels@galesburg205.org) |
| **General Homework Procedures:** Specific assignments are always listed on the homework blog. Assignments are due the next day unless otherwise specified.  **English:** Each week usually has a vocabulary list with homework. There are also small assignments given throughout the week. Larger projects and papers are usually completed mostly in class, but may require students to work outside of class time if they get behind.  **History:** Each chapter will require students to do vocabulary homework and to fill out a study guide. Study guides are always due the day of the test. Small assignments are given throughout. | |
| **Missing/Late Assignment Policy:**  Each quarter students are issued 3 late day passes to allow them to turn in assignments one day late for full credit. Any unused passes are worth 5 points extra credit at the end of the quarter. Without a late pass, homework is accepted late:  1st quarter: for one week at 50% credit  2nd quarter: for 2 days at 50% credit  3rd quarter: for 1 day at 50% credit  4th quarter: not at all | **Absent Work Procedures:**  When students are absent, they must come into the room the very next day and check the Absent Folder on the table. This will explain to them what they missed and need to make up. Students are responsible for checking the folder on their own and turning in the work within 2 days for each day they were absent. |
| **Skyward Usage:**  Daily assignment grades are entered into Skyward within 2 days of the assignment being collected. Late or absent work is graded last, so may take a while to be updated. Larger papers and projects may take up to a week or two to be graded and entered. | |
| **Class Start Procedures:** There is work for students to do listed on the SMART board when they enter the room each day. Students are expected to come in, sit down, and begin working right away on the assignment. | **Tardy Policy:**  1st offense: Number Up per discipline plan  2nd offense: 15 minute teacher detention  3rd offense and all subsequent: Office referral  Students get a fresh slate each quarter. |
| **Other Policies, Procedures, and Expectations:**  Students must have their ID or an agenda to borrow a pencil from the teacher.  Students must have their agenda with them to be issued a pass to go to the restroom or back to their locker. Without this, they would be issued a number up.  Unless necessary for the completion of homework, students are encouraged to leave all their English materials in their binders in their class’ crate in my room. This is to assist with organization and to prevent lost work. Students may borrow materials necessary for class if they can leave something in place of the material. | |

Teacher Policies and Procedures

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| **Teacher:**  Mrs. Susan Moore | **Courses Taught:**  Earth Science and American History |
| **Phone:** 309-973- 2623 | **E-mail:** [stallman@galesburg205.org](mailto:stallman@galesburg205.org) |
| **General Homework Procedures:**  Homework will be assigned when necessary to reinforce the material being taught in class.  Specific assignments will be listed on the chalkboard with due dates as well as in the team blog. | |
| **Missing/Late Assignment Policy:**  Missing work will be accepted; however students must obtain extra copies from skyward access. | **Absent Work Procedures:**  When students are absent, they must come into the room the very next day and check with the teacher about makeup work. Depending on assignments students may or may not be able to complete the missing work. (labs, activities, etc.). Alternate work will be assigned. |
| **Skyward Usage:**  Assignments are entered within 3-5 days of completing. | |
| **Class Start Procedures:**  Science – take science folder from class crate and complete daily science problems (DSP). | **Tardy Policy:**  1st offense: Number up per discipline plan  2nd offense: 15 minute teacher detention  3rd offense and all subsequent : Office referral. Students get a fresh slate each quarter. |
| **Other Policies, Procedures, and Expectations:**  Safety is important. When performing lab activities safety equipment must be worn. Goggles are required in numerous activities. Students must wear the science safety goggles provided to them from the school district. | |

Teacher Policies and Procedures

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| **Teacher:**  Cindy Roach | **Courses Taught:**  Earth Science and U.S. History |
| **Phone:** (309) 973-2626 | **E-mail:** [croach@galesburg205.org](mailto:croach@galesburg205.org) |
| **General Homework Procedures:** Assignments are listed on the homework blog and on the blackboard in the classroom. Assignments are given at the end of instruction and are due at the beginning of class the next day.  Science: Lab grades are determined by completion of lab sheets.  History: Each chapter has section review sheets that are given upon reading the text. They are due at the beginning of the class the next day. | |
| **Missing/Late Assignment Policy:**  The 1st late assignment of the quarter is accepted without grade penalty.  All subsequent late assignments are penalized to 50% credit. | **Absent Work Procedures:**  Absent work is placed in the student’s folder and must be picked up upon return. Students get 1 extra day for each day of absence. |
| **Skyward Usage:**  Completed assignments are generally graded and entered on Skyward within 2 days. Large projects may take several days to grade and enter. | |
| **Class Start Procedures:**  Students are expected to come in, sit down, and get out the needed materials. | **Tardy Policy:**  Tardies are issued a number up per the discipline plan. Excessive tardies result in an office referral. |
| **Other Policies, Procedures, and Expectations:**  Students are issued a number up if they need to leave the room to go back to their lockers or use the restroom during class time. | |

Teacher Policies and Procedures

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| **Teacher:**  David A. Wilt | **Courses Taught:**  Pre-Algebra and U.S. History |
| **Phone:** (309) 973-2628 | **E-mail:** [dwilt@galesburg205.org](mailto:dwilt@galesburg205.org) |
| **General Homework Procedures:**  Pre-Algebra: Homework is assigned almost daily. Students are given class time to get started and ask questions. Students are provided with my home phone number (289-6567) to ask questions if they get stuck.  History: Each chapter will require students to do vocabulary homework and to fill out a study guide. Study guides are always due the day of the test. Small assignments are given throughout. | |
| **Missing/Late Assignment Policy:**  Students lose 10% for each day their work is late for the first three quarters. No late work is accepted in the fourth quarter. | **Absent Work Procedures:**  Students are allowed two days for make-up work. They need to be responsible and ask for their work upon return from the absence. |
| **Skyward Usage:**  To avoid parent confusion, I do not enter an assignment into Skyward until I can put in the grade. I enter my grades quickly. | |
| **Class Start Procedures:**  Students come in, sit down, and work on the start up problem while I take attendance. | **Tardy Policy:**  1st: Number Up  2nd: Number Up and talk about corrective behavior  3rd: Detention  4th: Office referral |
| **Other Policies, Procedures, and Expectations:**  Follow the PRIDE GUIDE.  Students are given a detention if they swear in class (and are told this at the start of the year).  Students are not to use the words “shut up,” “stupid,” or any other similar terms. | |