



HEATHER MAYO  
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Fall 2020

Dear Parents and Students,

Welcome to Ms. Mayo's 7<sup>th</sup> language arts class! I am looking forward to another amazing year with my students. Listed below is a synopsis of my policies and procedures.

Our curriculum will include:

- Poetry, Personal Narratives, and Imaginative Stories
- Expository and Persuasive Essays
- Research and Media Literacy
- Stages and Traits of Writing
- The Writing Process
- Grammar and Mechanics
- Listening and Speaking Skills

7<sup>th</sup> grade students will take the STAAR writing test on April 6, 2021. Testing techniques will be incorporated into instruction throughout the year prior to the test.

My grading policy is as follows:

- Weekly grades will be given in grammar, revision, editing, spelling, and various writing activities.
- Exam and major writing projects may be counted twice.
- Students will be given an opportunity for improvement on exam grades in the form of retesting, correction, or an alternate assignment at the discretion of the teacher and following BMS grading guidelines listed in the student handbook.

- Any opportunities for corrections to projects or daily work to improve a grade will be given at the teacher's discretion and will vary.
- Late assignments will follow BMS grading policies.

When a student is absent:

- It is the student's responsibility to make up any work missed while absent.
- Assignment due dates will follow the BMS grading policies.

Supplies needed:

- One smaller three-ring binder (no large ones please!)
- One package of wide-ruled paper
- Pens, pencils, highlighters, glue sticks, scissors, and erasers should be brought to class every day

I have high expectations for each student's compliance to the policies and procedures listed above. If you have any questions or concerns, please contact me at my email listed above. I welcome appointments to meet in person as well.

Let's have a fantastic year! Go Cougars!

Sincerely,

Heather S. Mayo  
7<sup>th</sup> Language Arts