

Dear Parent,

Hello, my name is Eric Melin and I am very pleased to have your child in my class. I have been working with high school students for three years. In addition to teaching U.S. History, I also teach Sociology and coach the debate team. My class vision is to help students understand that:

- **History is necessary for us to help shape the future.**
- **Building upon prior knowledge is an important aspect of education and is beneficial to continuous learning.**

By learning about history students are better able to appreciate the world around them and their role in our society.

Please feel free to contact me at any time with questions you may have about this course and/or your child's performance throughout the year.



Behavioral Expectations

In order to promote a positive learning environment in my classroom, I have set a few guidelines that will ensure a respectful, productive and safe classroom environment.

Rules:

- Be on time
- Be prepared
- Be respectful

Consequences

- Warning
- Warning + Parent Contact
- Referral + Principal's Office

Make-Up Work

The student is responsible for making up any work missed. It is the student's responsibility to come to me after being absent and find out what has been missed and to make the effort to catch up on the material missed. For each day of absence from a course, students will have one class meeting day to complete make-up assignments. For example, if a student is absent from a second block class on

Monday, the missed assignment(s) would be due upon the student's return to class on Friday (as per the Carroll Senior High School handbook).

Late Work

No late work will be accepted as per Social Studies department policy.

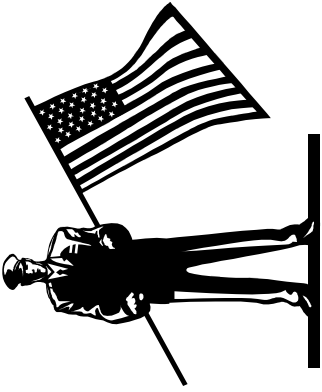
Grading Scale

60% Major grades (projects and tests)
40% Daily grades (homework and participation)

Supplies

Students will be responsible to keep and maintain a notebook for U.S. History that includes daily notes and handouts.





Absences and Tardies

Since instruction time is crucial to student success, it is important that class begin on time with no interruptions. Students should plan their activities during the twelve minute passing period so that they are in class and prepared for the lesson to begin when the tardy bell rings. Students are allowed one tardy per six weeks. The consequences are listed below.

- 2nd tardy = 2 hours Friday night detention hall
- 3rd tardy = 2 hours Friday night detention hall
- 4th tardy = 4 hours Friday night detention hall, parent conference
- 5th tardy = 4 hours Friday night detention hall and mandatory parent conference
- 6th tardy = 2 day On-Campus Suspension (OCS) assignment

Truancy

Any student more than ten minutes late to any class will be considered truant (as per Carroll Senior High School handbook).

Communication

I strongly support an “open door” policy for both parents and students. Feel free to contact me with any concerns.

You can reach me at:

Carroll Senior High School
Mr. Eric Melin Rm. 102
Phone: (817) 949-5826
Email: meline@cisdmail.com
QUIA website:

<http://www.quia.com/pages/melinushistory.html>

(This site is still under construction.)

If you prefer to meet in person my conference hours are during 1st and 8th block. Please feel free to make an appointment for this time or some other time.

Overall

I am looking forward to beginning the school year and engaging my students in activities that will encourage them to think critically. I am pushing for success and expect nothing less.

Sincerely,
Mr. Eric Melin

