



**WELCOME TO MONTFORD MIDDLE  
SCHOOL  
2021-2022**

**Open House**

PLEASE WATCH THE VIDEO ON THE FOLLOWING SLIDE



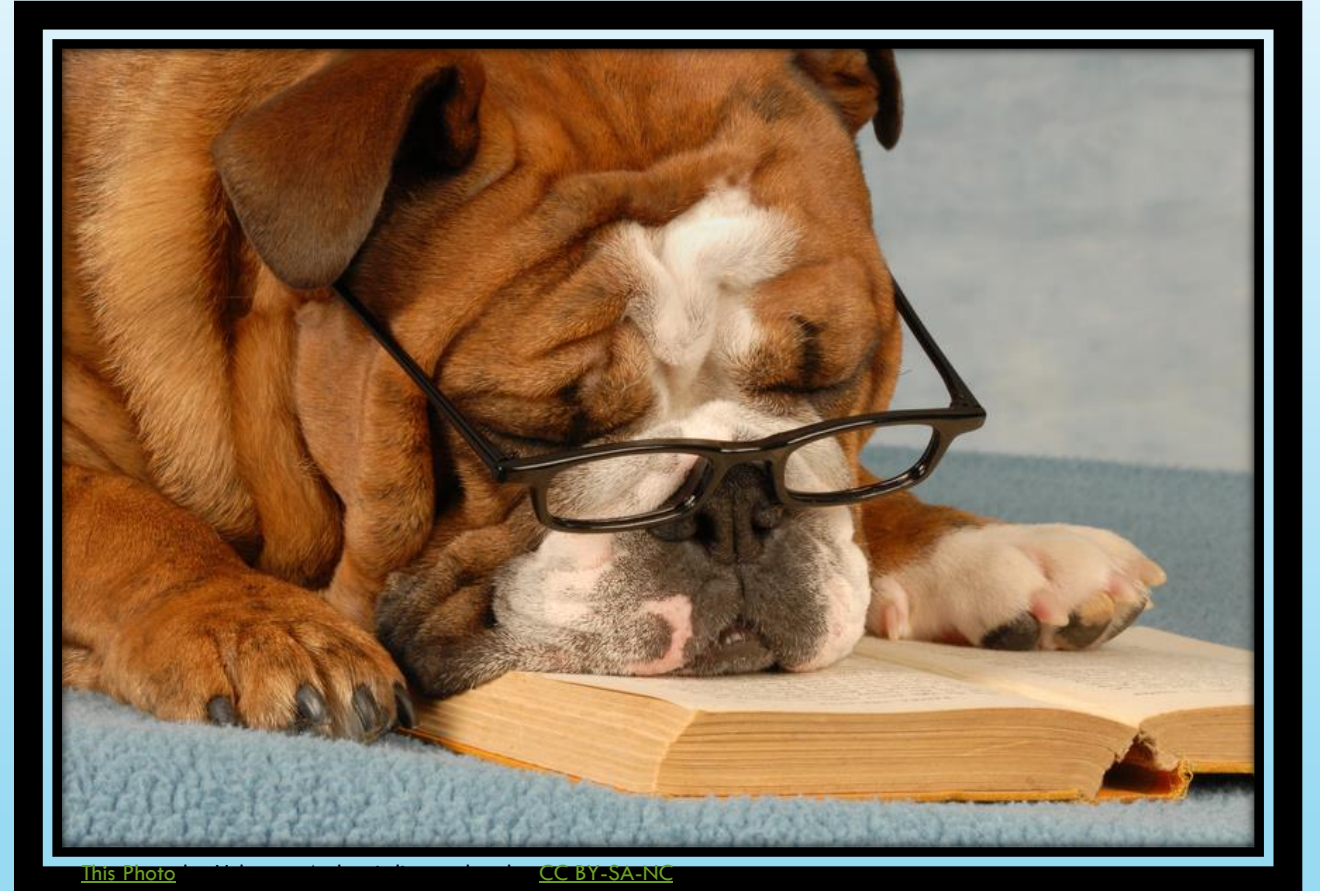
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**WELCOME! PLEASE WATCH THIS SHORT VIDEO**



# READ POWERPOINT INFORMATION

Please continue  
to read the  
PowerPoint for  
more  
information...



THANK YOU FOR COMING. I'M GLAD YOU ARE  
HERE!



FSU Graduate  
34 years of teaching  
Leon County Schools  
Georgia Schools  
Florida Schools

Discipline style strict, structured, but  
friendly

*I love my job!*

Best way to reach me is by email:

[kissiahd@leonschools.net](mailto:kissiahd@leonschools.net)

Second Period Planning

# Donna Kissiah

# TEXTBOOK

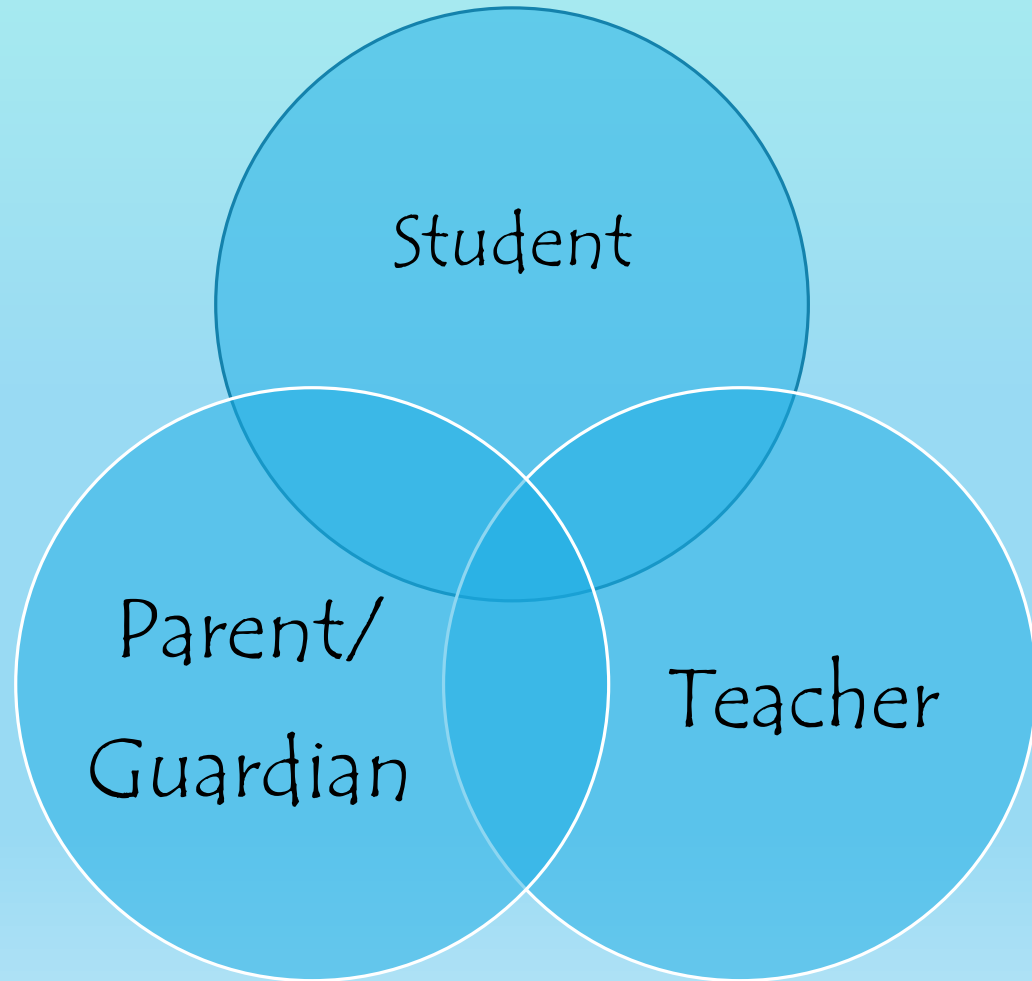


Students will use the CANVAS and the TEXTBOOK

Students can access both through CLASSLINK

Access the TEXTBOOK using CLASSLINK: Look for McGraw-Hill ConnectED.

PLEASE SEND AN EMAIL



*All three working together will make this a wonderful year!*

*Please include your child's first and last name in the subject line when you email me.*

*Please include your child's class period in the subject line of emails.*



# A MISTAKE IS AN OPPORTUNITY FOR LEARNING

Your best teacher is your last mistake.

Ralph Nader

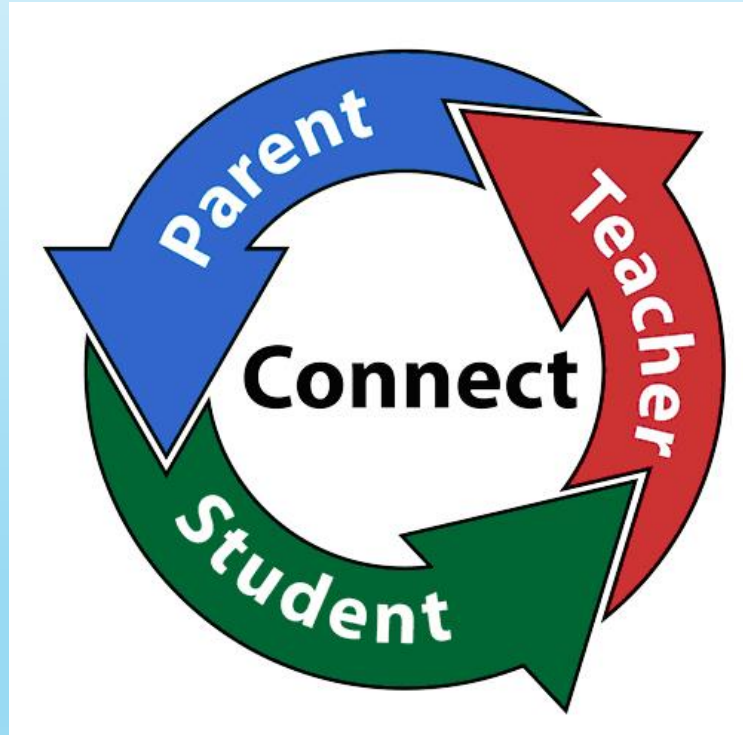
LIFE SUCCESS.com



## For a successful year:

- Work hard
- Be respectful.
- Be prepared for class.
- Accept responsibility
- Follow the rules
- Correct and improve
- Attend Class every day
- Be on time
- Make-up work when you are absent

## CONFERENCES



- Conferences are digital and are scheduled by request through Mrs. Fowler in the guidance office.



# ORGANIZATION AND RESPONSIBILITY



# TEACHER CONTACT

Parents: Please email at [kissiahd@leonschools.net](mailto:kissiahd@leonschools.net) (This is the only place I read or respond to email.)

Students: Please ask in class. Students in quarantine can contact by email at [kissiahd@leonschools.net](mailto:kissiahd@leonschools.net) during quarantine. Otherwise, please ask questions during class.

Please include student first and last name and class period in all emails. Please include assignment in question when asking about an assignment.

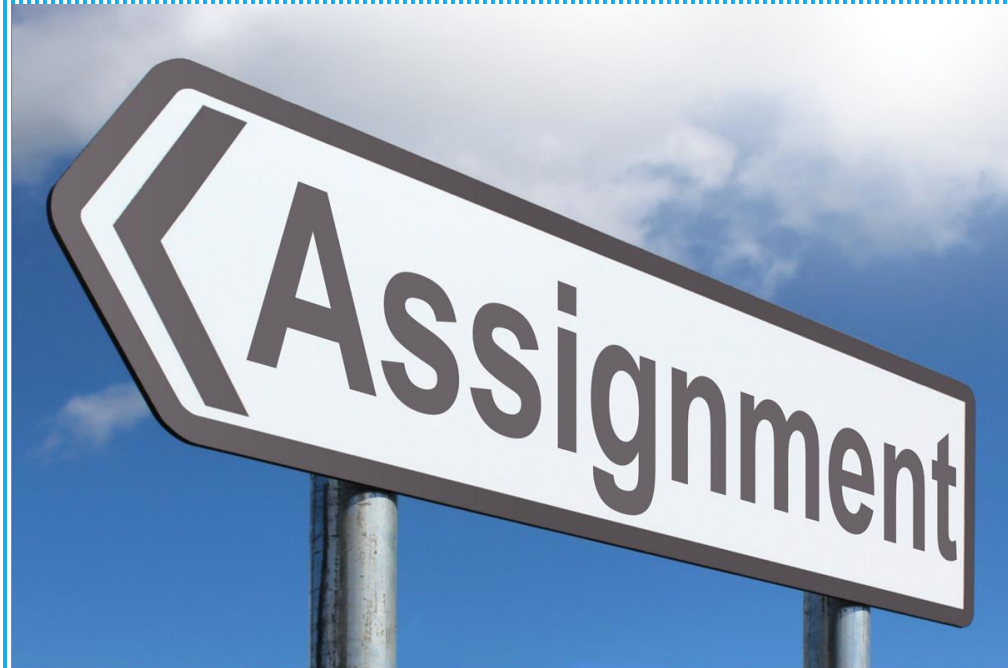


# ASSIGNMENTS



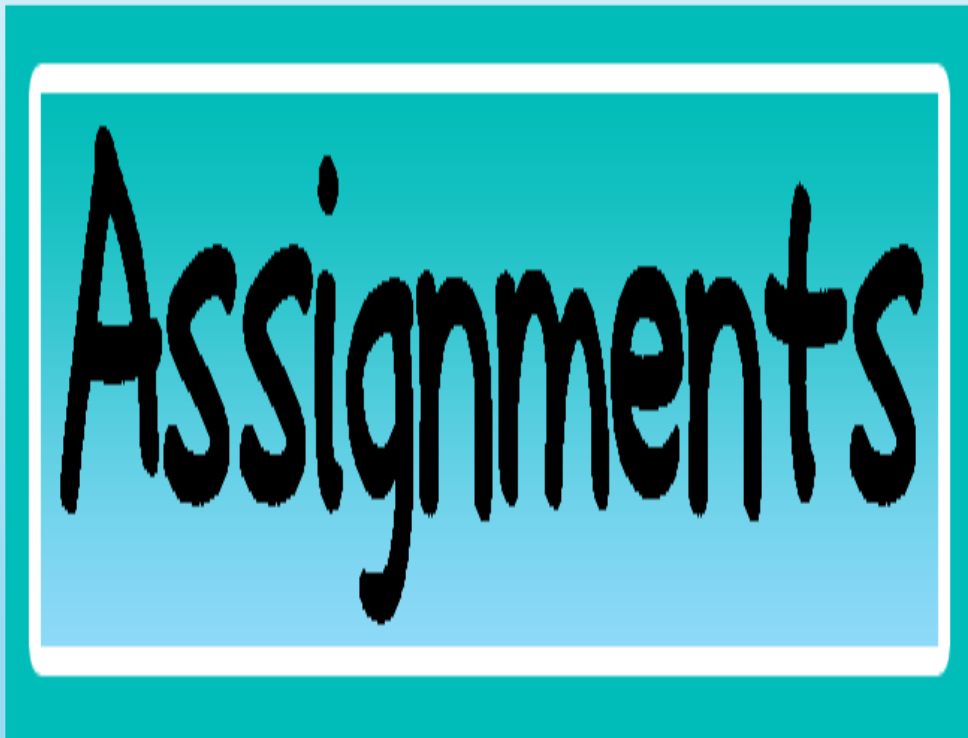
# CANVAS ASSIGNMENTS

Assignments assigned in Canvas must be submitted in **Canvas**. Please do not email assignments.



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# CANVAS ASSIGNMENTS



Assignments submitted in CANVAS do not automatically populate in FOCUS. They must be graded and entered in FOCUS in the same way paper assignments are graded and entered in the gradebook. Often a Z in Focus is due to an assignment being turned in after the first round of grading. Please be patient if this is the case.

Before contacting about an assignment, please have your student check that their assignment was submitted in CANVAS.

# LATE ASSIGNMENTS

Students have a very generous late assignment window. There are due dates for a reason. It's way easier to stay caught up than to catch up from behind. Please encourage your child to turn in assignments by the due date.

That said, if your child is absent or doesn't turn in an assignment on time, please have them turn in as soon as possible.

There are two hard-line late dates: The Friday before progress alerts and the Friday before the end of the nine week period. All assignments turned in after these dates are assigned an automatic late grade of 60.





# ASSIGNMENTS

*Posted Weekly on my  
Montford Website*

- Weekly Lesson Plans posted on my website
- CANVAS HOMEPAGE
- Subject to change according to pace of class

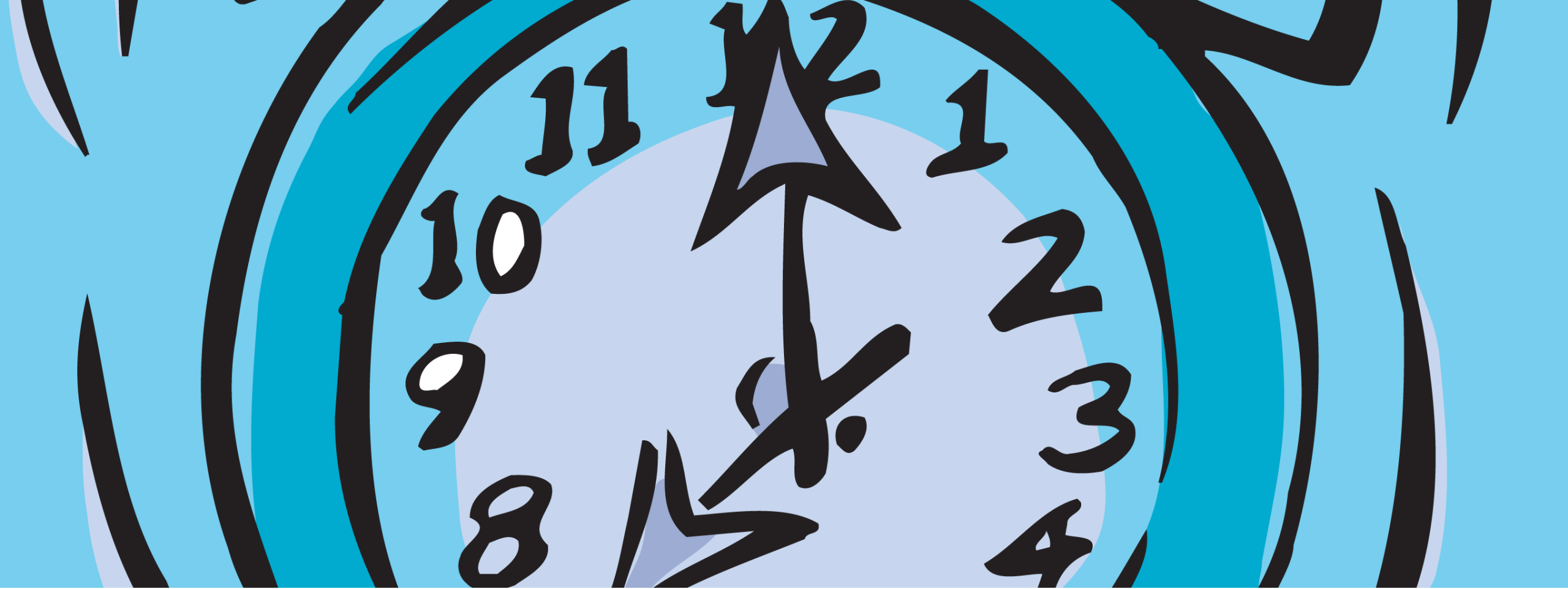
# PROCEDURE

Organization  
and  
Responsibility  
are Key

Complete the following procedure upon entering class:

1. Be in your seat when the bell rings
2. Look on smart board to see what you need on desk.
3. Pencils/Colored Pencils on desk
4. World History Folder on desk
5. Water bottle in backpack
6. Backpack on or under chair
7. A book to read after classwork is finished
8. Turn device on

These steps are on CANVAS HOME PAGE for students to view when they enter class.



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**BE ON TIME** |

# DAILY BELL SCHEDULE

|                                   |                            |
|-----------------------------------|----------------------------|
| 9:25                              | First Bell                 |
| 9:30                              | Tardy Bell                 |
| 9:30-10:32                        | First Period (62 minutes)  |
| 10:35                             | BELL RING - 2 MIN WARNING  |
| 10:37-11:29                       | Second Period (52 minutes) |
| 11:32                             | BELL RING - 2 MIN WARNING  |
| 11:34-12:59                       | Third Period               |
| 11:34-11:59                       | 1 <sup>st</sup> Lunch      |
| 12:04-12:29                       | 2 <sup>nd</sup> Lunch      |
| 12:34-12:59                       | 3 <sup>rd</sup> Lunch      |
| 11:02 - BELL RING - 2 MIN WARNING |                            |
| 11:04-11:56                       | Fourth Period (52 minutes) |
| 1:59                              | BELL RING - 2 MIN WARNING  |
| 2:01-2:53                         | Fifth Period (52 minutes)  |
| 2:56                              | BELL RING - 2 MIN WARNING  |
| 2:58-3:50                         | Sixth Period (52 minutes)  |

# PLEASE REMEMBER TO CHARGE DEVICES EVERY NIGHT AT HOME

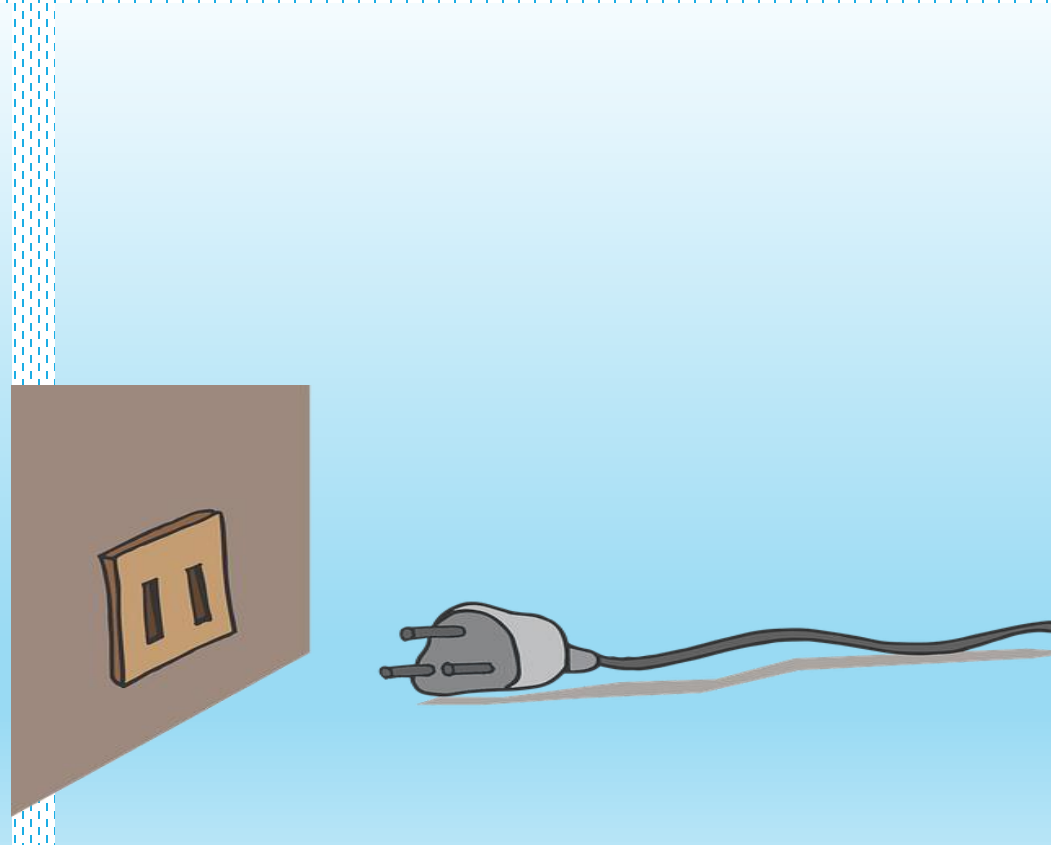
*Students are coming to class without their devices charged.*

*With full classes, there are no extra desks near plugs for the students to move to.*

*In an effort to keep students safe, students are unable to move around the room.*

*Please plan to charge at home, not at school.*

*If work is missed due to a device that isn't charged, the student will need to make up the work at home.*



KEEP CALM  
AND  
WRITE YOUR  
PASSWORD IN YOUR  
AGENDA

Please remind your child to write their password somewhere they can find it. Please keep a copy for them. They should know their student number and lunch number. Access everything through CLASSLINK using the same password





**GRADES** |



|



# LOW GRADES

A low grade is almost always due to the following:

- ❑ Low TEST grades.
  - Homework is rare in World History, but studying for tests is essential.
  - Tests are announced at least a week ahead of the test. Tests account for 70% of the final grade.
  - To improve: your student should read lessons at home, use STUDY SMART study guide for tests, study vocabulary and complete the reviews leading up to the tests.
- ❑ Missing Work. Missing work can be made up. Work not finished in class becomes homework.

# GRADES

70% Tests and Projects

30% Classwork

Check parent portal for progress

The portal is a great way to keep up with make-up work

# MISSED WORK

## Z=Not Yet

- A “Z” in the grade book indicates work that should have been turned in, but hasn’t yet been turned in. It is call to action. The action necessary is to turn in the assignment. Once the assignment is turned in, the assignment will be graded and the earned grade entered in Focus.
- All Z’s change to zero one week before the nine-week period ends. The opportunity to make up work for full or reduced credit for the nine-week period **expires**.
- Strongly encourage your child to develop the habit of writing their name and class on papers. Very often a missing assignment is the result of an assignment with no name or no submission.

# SYLLABUS

A copy of our class Syllabus can be accessed on my website from the Montford Website.



Look on Website or Class Assignment Board

Study for tests

Completion of classwork (Remember to charge devices at home)

Homework

# MATERIALS

## BE PREPARED!

Device

World History Folder

Pencils

Colored pencils

Hand-held sharpener

## LATE/LOST/ABSENT



- **Make-up work is the responsibility of the student. A “z” indicates one of three things:**
  - Work completed, but no name
  - Work completed, but not turned in: Don't forget to click the **SUBMIT BUTTON!** 😊
  - Absent. Assignment not made up yet: Check your **Module CHECKLIST OR FOCUS** to find which assignments are missing. All assignments can be accessed through **CANVAS**.

# BEHAVIOR AND CITIZENSHIP

Montford Mustang Motto

Be Responsible

Be Respectful

Be safe

- Students are expected to be on time, be responsible, be prepared, be safe and be respectful.
- Being prepared is part of citizenship grade.



THANK YOU

*I look forward to a  
wonderful year!*