

AEP Middle School Parent Signature Form

Each of your child's core teachers has posted a syllabus for their class on the AEP website www.aep.latech.edu. Each syllabus explains the class in more detail. Please access & read each syllabus with your child. Please read the following policies with your child.

- **Homework Policy** – Homework assignments are expected to be completed & ready at the BEGINNING of class the next day. A homework check grade may be given on any homework assignment. The homework check may be for completion or accuracy at the teacher's discretion. *Any incomplete homework assignment will receive a zero during homework check regardless of the point value.*
- **Long-term Assignments & Late Work Policy** – Assignments are due at the BEGINNING of class on the date they are due. Ten percent of the total point value will be deducted for each day late. After 3 days, a zero will be given for the assignment.

1 day late = 10% off the grade	<u>Grading Scale:</u>
2 days late = 20% off the grade	A = 100-93
3 days late = 30% off the grade	B = 92 - 85
4 days late = zero entered	C = 84 - 75
	D = 74 – 67
	F = 66 - 0
- **Excused Absence:** Absent students will have the same number of days absent to make up any assignments or missed tests. (Ex. Out 3 days sick = 3 days to catch up)
* Absent students are responsible for asking the teacher to make up missed work & grades upon their return to school.
- **Signed Papers:** Any tests/assessments that earn a D or F will be sent home for a parent signature. If the student fails to return the signed test, further tests will not be sent home. Instead, parents will be contacted & the test can be viewed at the school with a scheduled conference. Teachers may use digital testing platforms for assessment. Parents may view their student's graded tests online. See individual teacher syllabi for details. Teachers & parents may communicate through email concerning questions or concerns about their student's digital test scores.

We are looking forward to equipping your children with academic skills that have SO many life applications. Here's to a great year!

The Middle School Team **Please COMPLETE & SIGN. Detach, keep top & return in HR papers folder.**

Student Name: _____ Homeroom Teacher: _____

My child & I have read each teacher's online syllabus & the middle school wide policies listed above. We also read the PBIS Expectations & Consequences for middle school. My child & I understand the expectations for middle school & each class.

Student Signature _____ Date: _____

Parent Signature _____ Date: _____

PLEASE return this form to your HR teacher by Friday, Aug. 23.