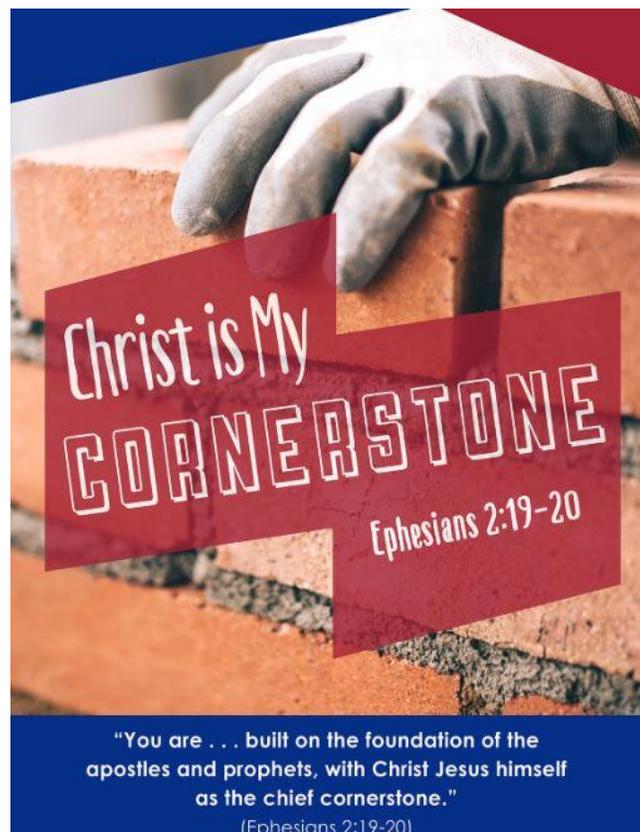




# STAR OF BETHLEHEM LUTHERAN SCHOOL

## Grade 6 Handbook

2022-2023



3700 South Casper Drive  
New Berlin, WI 53151  
262-786-2901

[www.starofbethlehem.org](http://www.starofbethlehem.org)

July 25, 2022



Dear Students,

We, as your teachers, would like to warmly welcome you to the departmental classrooms. We look forward to each and every step along the way through these grades with you as we grow closer to our Savior and to each other all while using our God-given abilities to their fullest as we thank Him for all that He has done for us.

We know that smooth running classrooms help us all learn and achieve our goals. Therefore the purpose of this handbook is to give you a picture into the classrooms and outline our procedures in order that our classrooms can be smooth running learning machines. Please do not look at this as a rule book. Instead, its purpose is simply so that we can all be aware, know, and practice what is expected of us.

If you have any questions, comments, or concerns, please talk to us. We are here to help you grow and mature.

May God richly bless your efforts this school year and in your lives.

Sincerely,

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July 25, 2022

# Class Schedule

## Grade 6

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>8:15</b>	Word of God	Catechism	Chapel/Hymnology	Catechism	Word of God
<b>9:00</b>	Math	Math	Math	Math	Math
<b>9:57</b>	Reading	Reading	Reading	Reading	Reading
<b>10:40</b>	Recess	Recess	Recess	Recess	Recess
<b>11:00</b>	English/Writing	English/Writing	English/Writing	English/Writing	English/Writing
<b>11:45</b>	Social Studies				
<b>12:28</b>	Lunch	Lunch	Lunch	Lunch	Lunch
<b>12:48</b>	Recess	Recess	Recess	Recess	Recess
<b>1:03</b>	Science	Science	Science	Science	Science
<b>1:46</b>	Spelling	Spelling	Spelling	Spelling	Spelling
<b>1:58</b>	Art	PE	Music	Spanish	Flex Class
<b>2:40</b>	Study Hall/Closing				
<b>3:10</b>	Dismissal	Dismissal	Dismissal	Dismissal	Dismissal

## Communication Plan

Communication between home and school is vital for an effective partnership. Because of this, our teachers would like parents to be aware of what they can expect regarding various communication channels.

- **PHONE** – Please know that teachers do not check their cell phones during the school day. Any communication that needs to occur during the school day must go through the office. Teachers understand that there will be times when parents and/or students need to contact them after school or on weekends. We welcome you to call us anytime, but ask you to be mindful of the families that we have and the time we devote to them.
- **EMAIL** – Please know that teachers will not be able to respond to emails during the school day. Again, if there is a need to get a teacher a message during the school day, it must go through the school office. Please, however, feel free to email us anytime. We look to respond to that email as soon as we are able.
- **PERSONAL CONVERSATIONS** – We prefer in person discussions with parents whenever possible. Please understand that immediately before or during school can be very tough for an in-depth discussion as our attention needs to be on the students. Please know that if you would ever like to talk to us we want to give you our fullest attention and so setting up a time would be best. We look forward to any and all discussions with you on how we might best assist you!

# Classroom Management Expectations

Matthew 22:37-39 Jesus replied: “Love the Lord your God with all your heart and with all your soul and with all your mind.’ This is the first and greatest commandment. And the second is like it: ‘Love your neighbor as yourself.’”

Here are some guidelines that we want to follow within our classrooms that will allow us to show our love for God and for each other in our words and actions.

What we expect of you:

1. Give God glory in the way you interact with others and in the work you do
2. Respect yourself, others, and materials in the classroom
3. Be properly prepared for each day
4. Solve problems without resorting to excuses
5. Take an active role in your education
  - a. Participation is expected
  - b. Be independent
6. Use the appropriate volume at the appropriate times

Failure to meet these expectations may result in some type of disciplinary action. As we are all unique in the way God has created us, disciplinary action may be handled differently based on the specific child and situation. Fair is not always equal. Some disciplinary actions may include, but not limited to: speaking to the student, meeting with parents, meeting with the principal, missing recess, detentions, removal from extra-curricular activities, suspensions, and expulsion.

We pray that students and parents understand that disciplinary action is taken out of love for the student. Hebrews 12:11, “No discipline seems pleasant at the time, but painful. Later on, however, it produces a harvest of righteousness and peace for those who have been trained by it.”

# Subjects

## **WORD OF GOD:**

Word of God will be two days a week. On these two days we will go through God's Word and apply it to our lives. This year our focus of study is the Old Testament. We see God's timeless plan of salvation fulfilled in Christ for us. Word of God is by no means a strictly academic subject. We will apply what we are studying to our lives.

## **CATECHISM:**

Catechism class is two days a week. This year the major parts of the catechism we will study are the Apostles Creed, the Ten Commandments, and the Lord's Prayer. A major portion of the homework will be memorizing the various parts of the catechism.

## **HYMNOLOGY:**

Hymnology will be on Wednesday mornings following chapel. Each week, we will look at one song and the meaning of the words in the song. The students will be required to memorize a portion of the hymn to be said on the following Wednesday morning unless otherwise noted.

## **MATH:**

We will have math each day. We will begin with a math warm-up. Warm-ups include time tests, mental math problems, problem solving questions, or math games.

It is very important that students look over the mistakes that were made and find out why they were wrong so that you do not make the same mistake again. Similar kinds of problems are repeated throughout our math series. Because of this and because we want our students to learn from their mistakes, students will need to take the time to learn WHY their mistake happened and how to fix it.

It is absolutely necessary to show ALL work in math because the process is just as important as the answer. Therefore, all work must be shown. If any work is not shown, the teacher may request that the problem or assignment be redone. Calculators are an excellent tool. A tool used to check your work.

In math precision is important. Therefore, we will be precise in what we do. All of the following will be marked half wrong; missing labels, not reducing, no zero before decimals, or missing the variable =.

Math grades will be weighted as follows...

- Course 1 - 40% of the grade coming from tests and 60% from daily assignments.
- Course 2 - 50% of the grade coming from tests and 50% from daily assignments.
- Course 3 - 60% of the grade coming from tests, 20 from lesson quizzes, and 20% from daily assignments.

On occasion, you will be able to check your work with a partner. Your teacher must first give permission for this. After this permission has been given, two or three people may quietly check work. This is not a time for simply copying down someone's answers. This would be cheating and would result in 0s being given to all papers involved and other appropriate consequences. Instead, each person should hold their own paper, and then walk through the problem with each other until what went wrong is found. Math books must be out and open during this process. Therefore, it is essential that while completing the lessons, all problems are understood. Always, always, always...ask if you do not understand something.

### **READING:**

The students will read between six and eight novels during the year. We will focus on building vocabulary and reinforcing literary concepts while exploring different genres of literature. The novels will be read and discussed using different methods such as whole group, small group, and literature circles. This will give the students an opportunity to practice working together, while improving their comprehension and applying different reading strategies.

The students are required to read one book independently each quarter. Each book needs to be approved by Mrs. Biesterfeld and a book report for that book will be turned in each quarter. A rubric packet needs to be handed in with the project.

We will study many literature concepts throughout the year. These concepts will be taught in mini lessons on Tuesday and Thursday and reinforced throughout our novels.

Each day we will also have word of the day. We will explore the word, usage, meaning, as well as synonyms and antonyms of that word. The students will be tested on the words after each unit. Each unit consists of fifteen words.

There is a classroom library for all students located in the 7<sup>th</sup> grade room. Students are able to check out one book at a time, using an online program. Books are to be returned in a timely manner and in good condition to a bin that is labeled "book return". Any book that is lost or damaged will be replaced by the student.

## **LANGUAGE ARTS:**

We will work together to grow in the effective use of written language. Our language arts classes will focus on elements of English grammar; conventions of punctuation and word usage; and composition of written works. We will study language and writing. Writing will be done using a writing workshop model. This model for teaching and learning includes writing, conferencing, editing, revising, and publishing individually and in collaboration with others. Lessons from the English textbook will direct us to specific building blocks for excellent writing and provide us with practice exercises for solid sentence structure, appropriate word choices, and conventional punctuation.

## **SPELLING:**

Spelling instruction presented in *Spelling Connections* will occur weekly. Typical (although not all) weeks will have a pre-test on Monday with a final test on Friday. There are three levels of tests, with three different sets of words that will be used for tests, based on each student's ability. We will have a minimum of 10 minutes of spelling each school day.

## **SCIENCE:**

The sixth grade curriculum includes the three natural branches of science: physical, life, and earth science. These three are integrated throughout the year. Along with scientific concepts, students will have many opportunities to solve real-life problems using the scientific method, participate in hands-on learning activities, and conduct labs. Students will also gain a better understanding of science, technology, engineering, and math through purposeful STEM activities that coincide with concepts being covered and require problem-solving, collaboration, and creativity. Sixth grade will also use Project Lead the Way (PLTW), with a module titled, "The Magic of Electrons."

Unfortunately in science there is no way around confronting ideas that are contrary to God's inerrant Word. Some of these concepts (evolution, carbon-dating, age of the universe, etc.) will be covered, but always in light of God's Word. Students will learn why some people believe these things, but they will also be taught other justifiable answers that fit directly in line with the only one true thing we have - Holy, infallible Scripture.

## **SOCIAL STUDIES:**

History - We will be having an in depth study of world history. This will include many of the early civilizations as well as historical events that led to our world being developed the way it is today. Through this all we will keep a focus on God's role throughout history. We will see how many of the cultures we study play into God's ultimate plan of salvation.

Economics: We will review money management skills, workplace behavior, and the basics of economics in the community.

Geography- We will do an overview of most of the continents, as well as review basic map reading skills.

## **PHYSICAL EDUCATION:**

Our Lord tells us that our bodies are a temple dedicated to Him. We want to do the best we can at keeping our bodies in the form that is best presentable to Him. For PE, we will be following the SPARK (Sports, Play & Active Recreation for Kids) program. Students will be graded based on participation, attitude, and effort.

## **ART:**

In art class, the students will study the elements of art in detail and create projects for each element, using different art mediums. The students will also study art history. Each grade level will have a specific period of art that will be studied, artists from this period, as well as contemporary artists. Projects will be created using the era and/or the artists as a model. In addition to these concepts, the students will study art criticism and art appreciation, exploring the feelings and emotions art produces. Art will be graded on effort and if the guidelines for the project were followed. Participation and attitude will also be a factor in the grade.

## **SPANISH:**

In Spanish we will continue where we left off in the first course. We will be reviewing the common conversational pieces from last year as well as continuing to grow in basic Spanish vocabulary.

# Homework

**“Whatever you do, work at it with all your heart, as working for the Lord, not for men.”**

*Colossians 3:23*

Homework is a very important part of school as it helps to further what is learned in class as well as teach responsibility. Please do your homework using all of your God-given abilities. Time will be given during the school day to complete assignments. However, students will find that they are unable to finish all of their work during those times and therefore it will need to be finished at home.

Grades for all classes are kept online so that parents and students can access them at any time. All students must have access to their account at all times. We, as teachers, are simply scorekeepers. It is the students earning their scores.

All homework should be completed by the start of the school day. If the homework is not done, an Infraction Notice will be filled out. This slip will then be signed by the issuing teacher, then given to the homeroom teacher to sign and handed back to the student to be signed by the parent and brought back the following day. All homework that is turned in late for any reason must be handed in directly to the homeroom teacher with the Infraction Notice attached.

When a student is absent, it will be their responsibility to find out all that was missed. This can be done by talking with classmates, and/or the teacher. He or she will have the same number of days to hand in homework, without penalty, as the number of days that they were absent. For example, if a student is absent on Monday, they will then have Tuesday to get their work done, and it must be in by Wednesday.

If for some reason, the student has an excuse why his/her homework is not complete, the child's parents may phone or write a note, which will be given to the appropriate teacher before the school day begins. We will not issue an infraction notice for a legitimate excuse. Please note: The child forgetting their homework assignment on the table, is not the parent's fault, and will not be considered a legitimate excuse for not having homework completed, and will therefore result in an infraction. We want the student to be responsible for their work.

There is always an adjustment period at the beginning of the school year, as students get used to the idea of being back in school and having homework to complete. If after a few

weeks of school, you feel your child has too much homework, please contact us and we will work with you to remedy the situation.

As teachers, we will assist the students in whatever way possible to make sure the homework is understood by the student. Those students who wish to seek additional help can certainly arrange a time to meet with us before or after school or a time convenient to both.

All work is to be completed using your best handwriting. Whether printing or writing, it is to be done neatly. Messy work will not be accepted. Papers turned in that are deemed “messy” will be returned to the students to redo.

Answers are to be given in complete sentences unless otherwise directed. This means that all answers must begin with capital letters, have ending punctuation and must contain a complete thought. If this is not done, the student may be asked to redo the assignment. Essays are always written in paragraph form. All paragraphs have at least 3 sentences.

Correct spelling is to be used when completing assignments. Students may be required to redo assignments that are not done to their full potential.

Below is the grading scale that will be used.

<u>PERCENT</u>	<u>LETTER GRADE</u>	<u>PERCENT</u>	<u>LETTER GRADE</u>
99-100	A+	83-84	C+
95-99	A	79-82	C
93-94	A-	77-78	C-
91-92	B+	75-76	D+
87-90	B	72-74	D
85-86	B-	70-71	D-
		69 and below	F

# Infraction Policy

**“Whatever you do, work at it with all your heart, as working for the Lord.”**

The teachers at Star strive to use our God-given abilities to their fullest to assist you in the Christian upbringing of your children. This is a partnership. We are a team. This policy is written with love for you and your children. It is our intention to help the students use their God-given abilities to their fullest. As we do this, we will overflow with love for them. This love will be shown with Law and Gospel. This policy is written using both.

Students will have homework as we teach them a growing amount of personal responsibility. Please inform us of any comments or suggestions that you have. If your child does not have “homework”, we still suggest there still be time set aside each night for personal study. Memory Work, spelling words, and math facts need to be studied and reviewed often. Certainly, a time for reading, either oral or silent, is important and needs to be done as well.

**1. Homework Infraction**

- a. Notices will be issued under the following circumstance:
  - Any assignment not completed by the beginning of the day it is due.
  - Any assignment that is not completely finished by teacher standards.
  - Any assignment that is completed, but has not met the student’s ability.
- b. An incomplete assignment will be entered as missing in the grade book.
- c. When the assignment is turned in with the Infraction Notice, it will be corrected and deducted one letter grade for each day that it was late (ie. An A paper that is one day late will be given a B or an A paper that is three days late will be given a D).

**2. Behavior Infraction**

- a. Notices will be issued under the following circumstances;
  - The student is behaving in a manner that is unloving, disrespectful, or inappropriate.
  - The student does not have any STARS to give to a teacher who asks for one.

## Results of Multiple Infractions

#1	#2	#3	#4	#5	#6	#7
Infraction	Infraction	After school detention (30 min)	After school detention (45min), and student will miss their next extracurricular practice	After school detention (1 hr), principal notified, and student will miss their next extracurricular game/performance	After school detention (1hr), principal calls home, no extracurricular for two weeks	Meeting with parents, homeroom teacher, and principal required

- Both Homework and Behavior infractions will all count together towards the results above.
- The Infraction Notice and the completed homework should be turned in the following day.
- An excessive amount of infractions throughout the year could cause the student to be retained in their current grade.
- Records will be cleared at the end of each quarter. Students will start with a clean slate each quarter.

# Infraction Notice

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Quarter                      1      2      3      4  
Infraction Number        1      2      3      Other \_\_\_\_\_

Teacher Comments:

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Teacher Signature: \_\_\_\_\_

Homeroom Teacher Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Consequence of this infraction is:

#1	#2	#3	#4	#5	#6	#7
Infraction	Infraction	After school detention (30 min)	After school detention (45min), and student will miss their next extracurricular practice	After school detention (1 hr), principal notified, and student will miss their next extracurricular game/performance	After school detention (1hr), principal calls home, no extracurricular for two weeks	Meeting with parents, homeroom teacher, and principal required

Date Detention will be served (if necessary): \_\_\_\_\_

Parent Comments:

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Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This infraction notice should be turned in to the homeroom teacher at the start of the next school day.

# Star Points

The Infraction Policy has worked to curb the sinful nature in many ways. However, after years of use, and after much reflection, it has been determined that there is a need to curb the sinful nature against acts that are not appropriate, yet are not deserving of an infraction. Therefore, a system has been designed to help with this.

Each student will have 8 stars that they are given at the beginning of the year. These stars will be carried in their binder at all times. If at any time any of the following occur, a star may be taken from the student by a faculty or staff member, or other authorized individual.

- Tardy for class
- Does not have all required materials for class (inclusive of a reading book at all times)
- Locker, desk, and/or binder becomes messy or unorganized
- Is not walking in a silent and single file manner in the hall
- The assignment notebook is not filled out
- Use of crude words
- Family folders or homework folders are not returned the next day
- And any other act that a teacher deems appropriate to best curb the sinful nature

If a star is to be taken and the student cannot give one to them of their own (no borrowing or taking other students'), they must report to their homeroom teacher that day and a behavior infraction will be given. The student must then see the principal who will give the student 4 more stars. If the student runs out of stars any more times, a behavior infraction will be given each time, and the principal will give another 3 stars to the student. This will happen repeatedly if necessary. Stars will be replenished at quarter and the system as described above will start over.

On the Star Card, there are also two stars noted after "DC". These stars are specific to dress code violations. Students are given 2 stars that will be used for violations to the dress code policy. A behavior infraction will be given if the student breaks dress code and cannot produce a star noted for dress code. Additional stars for dress code violations will not be given. Instead, each additional violation will result in a behavior infraction.

# Academic Dishonesty Policy

Star of Bethlehem's students' primary responsibilities are to learn and achieve to the best of their God-given abilities. In order to meet the needs of each student and assess progress, teachers expect that assignments and tests represent a true picture of that student's own performance. This policy is designed to enhance and enrich the academic and ethical education of students at Star of Bethlehem Lutheran School. The information outlined in the following policy is intended to provide students with guidelines to enable academic judgment, develop integrity, and preserve honor.

Plagiarism/Cheating includes:

1. Directly copying the work of another person without using all of the following: (1) quotation marks, (2) proper credit immediately following the quote, and (3) listing any sources on the "works cited" page at the end of the assignment.
2. Paraphrasing the ideas of another person without using all of the following: (1) proper credit immediately following the paraphrase and (2) listing the source on the works cited page at the end of an assignment.
3. Using and failing to properly credit any work or answers that have been written, created, or developed by another person. This includes work or answers that have been generated through electronic translation engines, literary summary sources, and inappropriate collaboration with other students.
4. Recycling previously submitted work. Recycling an assignment is the resubmission of academic work that has been previously submitted by oneself or another student.
5. Using artwork or pictures without proper citation. Students may not use artwork or pictures, including clip art that was created by another person, without proper citation.
6. Downloading information from the Internet or other source and submitting it as one's own work, and/or submitting as one's own work that which is copied or translated from another source.

## **Consequences of Academic Dishonesty**

All students will be made aware of the definition of plagiarism/cheating and how to avoid cheating. Additionally, teachers will inform students of the consequences of cheating. All instances of cheating will be documented by the teacher, the homeroom teacher, and filed with the principal. Consequences as outlined are cumulative throughout the school year.

### **1st Offense**

1. The teacher will give an infraction and report the cheating to the homeroom teacher.
2. The student will receive a zero for that assignment or test.
3. The issuing teacher will call the parents to discuss the incident. The homeroom teacher will make note of the incident and call the parents to discuss the consequences of further instances of cheating.

### **2nd Offense**

1. The teacher will give an infraction and report the cheating to the homeroom teacher.
2. The student will receive a zero for that assignment or test.
3. The issuing teacher will call the parents to discuss the incident. The homeroom teacher will make note of the incident and call the parents to set up a meeting with the homeroom teacher, the parents, the student and the principal.
4. The principal will report this incident to the Board of Education.
5. The student will receive a one-day in-school suspension.

### **3rd Offense**

1. The teacher will report the instance to the homeroom teacher and to the principal.
2. The homeroom teacher will record this and call the parents.
3. The issuing teacher will call the parents to discuss the incident.
4. The principal will report this instance to the Board of Education and set up a meeting with the student, parents, homeroom teacher, principal and the school board chairman.
5. The student will lose all extra-curricular privileges for two weeks.
6. The student will receive a one-day in-school suspension.

Further instances of cheating may jeopardize the student's enrollment at Star of Bethlehem Lutheran School.

# Procedures

## **SCHOOL WIDE PROCEDURES**

For all school wide procedures (including absences, school hours, lunches, etc.), please refer to the Family Handbook.

## **ATTENDANCE/ TARDY**

Students should be in the building by 8:00 each day. A student not in his/her seat at 8:05 will be considered tardy. Students will have 2 minutes to get from room to room between classes.

## **WORSHIP ATTENDANCE**

While we spend time each day studying God's Word at school, further growth out of love for God is essential. We encourage daily devotions as part of your family's life together. In addition, please take advantage of every worship opportunity that is given to you. Setting this pattern early in life is important to continue worship attendance later in life. Worship attendance will be tracked by the homeroom teacher. Additional information is found in the family handbook.

## **ORGANIZATION**

The student's binder/folder system will be used by all students. This is the way in which we will keep all of our subject matter organized. This binder will be brought to every class. If a student has a better way to organize their assignments and school materials, they may certainly bring it to the teacher. The teacher will approve and it may be used.

The assignment notebook given at the beginning of the year will also be used by all students unless another method is brought to the teacher. This is the way in which we will keep track of what needs to be done. It, too, will be brought home each night and brought back each day.

Desks will be kept organized at all times. Desktops will be cleared and chairs pushed in after each class, before recess, after lunch, and at dismissal.

Lockers will be kept organized at all times. At no time is anyone allowed in someone else's locker without direct permission from a teacher. There will be no hanging things with tape, only magnets and sticky tack. Teachers are allowed into the lockers if they deem appropriate.

## **CHROMEBOOKS**

These laptops are not to be opened without permission. One tab is allowed to be open at a time. Further details are found in the Chromebook Contract.

## **LANGUAGE USAGE**

School is a Christian, professional atmosphere and therefore the language used by all will resemble this type of atmosphere. Therefore, we will refrain from using crude words and rather choose words that can better, and more politely describe what it is that we are talking about.

## **RECESS**

During recess, either in the gym or outside, you must notify your teacher prior to leaving the gym or coming back inside.

## **RESTROOM USE**

Restrooms are used before school, at recess time, and at lunch. If there is an emergency, special permission will be given.

## **FAMILY FOLDER AND CORRECTED HOMEWORK FOLDER**

On Friday, the family folder will be sent home with important information from the school. The parents and students are to look through this information and parents are to sign the folder and send it back on Monday. Once a week a corrected homework folder will be sent home. Students and parents are to look through these papers and reflect on how the student used their God-given abilities.

## **MISCELLANEOUS**

- There is no gum chewing in school without special permission.
- If you believe that an answer on your paper is correct, you cannot change it yourself. Bring it to your teacher for verification.
- Always have a book to read and bring to each class.
- Always quiet and single file in the halls outside of the middle school wing. In the middle school wing, we are quiet and controlled.
- At lunch we are seated at our own desks.
- There is no sitting on desks or tables.
- A mission offering is taken regularly. We encourage each child to give something to the mission that we are supporting.