

**Edna Karr High School**  
**3332 Huntlee Drive**  
**New Orleans, Louisiana 70131**  
**504-373-6268**

**Dear Parent:**

My name is Mr. Catolos and I am your child's social studies teacher. I am looking forward to a productive and successful 2008 - 2009 academic school year. I am a certified social studies teacher and I will be your child's Civics, Free Enterprise or Law Studies teacher. I am currently enrolled in graduate school at the University of New Orleans. I am looking forward to working with your child in order to provide him/her with a quality education. I will however, need your help to ensure that your child is working to his/her full potential. I will be working very hard to ensure that each student learns as much in my class as possible. I take my job as an educator seriously and I hope that together we can make this a productive and exciting year. Please encourage your child to develop his/her study skills and time management skills. School begins promptly at 8:30AM and ends at 3:48PM. If your son or daughter needs additional tutoring, I have volunteered to tutor my students every Wednesday morning from 7:30 to 8:15. I also hope that you remain in constant communications with your child regarding his or her assignments. My email address is [ccatolos@algierscharterschools.org](mailto:ccatolos@algierscharterschools.org). If you, at any time, have concerns, please feel free to contact me at Karr High School (504-373-6268) during my planning period from 2:55pm until 3:45pm Monday, Wednesday and Friday. My email address is [ccatolos@algierscharterschools.org](mailto:ccatolos@algierscharterschools.org). The school's website is [Ednakarr.org](http://Ednakarr.org). I have posted my course outlines, a copy of the GEE assessment guide and important testing dates.

Edna Karr Secondary School is scheduled to have Open House on Wednesday, August 27, 2008 from 7:00 to 8:30. I am looking forward to meeting you in person at that time. Edna Karr also has scheduled parent night for sophomore parents on Wednesday, September 24, 2008 beginning at 6:00 PM. I believe that it is my duty to provide my students with the opportunity to extend their thinking, develop their social studies skills, and to prepare them for the LEAP or ILEAP exam. Thank you for your cooperation and support. Listed below are the classroom rules and consequences, as well as their grading system adopted by Edna Karr Secondary School (Algiers Charter School System).

<b>Classroom Rules:</b>
-------------------------

- No electronic devices (Cell Phones, I-Pods) are permitted to be used while in class.
- (If we see it or hear it, we take it for 2 weeks.)
- Students will follow teacher's instructions
- Students must bring all necessary materials to class everyday. (This includes paper, pen and binder.)
- Students should be in class, orderly, and ready to learn when the bell rings.
- Students should be in proper uniform attire at all times.
- No electronic devices (Cell Phones, I-Pods) are permitted to be used while in class.
- Eating, drinking and chewing gum are not allowed.
- Students should be respectful.

<b>Consequences:</b>
----------------------

- Warning (Conference with student)
- Detention
- Phone call home to parent
- Parent Conference
- Administrative referral

It is my philosophy that one cannot learn in an atmosphere of confusion. I expect appropriate classroom behavior and strict adherence to school rules. I view my students as mature, young adults who want to be treated with respect and thus I expect the same from them. Appropriate classroom behavior is expected at all times.

Class begins at 8:35 AM daily. Students arriving to class after 8:40 AM will need a note as an official excuse. Otherwise they will be assigned a school-wide detention. Students that are absent from school will also need a note as an official excuse. Students with excessive absences will need a doctor's note as an official excuse.

## Grading System and Course Expectations:

90-100= A

84-89= B

83-75= C

74-70= D

69 and below=F

**Homework will include: projects, graphs, essays, review sheets and reading assignments.**

**The grade assigned for the course will be the average of:**

**Homework**

**Class Assignments**

**Weekly Tests**

**Quarterly Exam**

**Projects/Reports**

**I expect active participation in class discussions; therefore, all students should be prepared for class daily. There will be several reading assignments so there may not always be written homework assignments. These reading assignments are just as important, as the student will be tested on them. Students will be responsible for various writing assignments, mapping skills and current event articles.**

**Consideration will be given to students with special needs as indicated by their I.E.P or their 504 plan. All student test/exams will be kept in a folder at the school for parents to review. Our school is on a semester grading system.**

## Required Materials:

- A blue or black pen
- A binder with plenty of loose-leaf paper
- A Flash Drive is optional.

**Schoolwork, homework and studying should come before all extra curricular activities. A Student's sophomore year is vital in setting good study habits and behavior that will ensure their success on the GEE/LEAP exams. A student's junior and senior year is vital in setting good study habits and behavior that will ensure their success in college and/or the business world.**

### Academic Honesty Policy

Karr students are expected to complete all assignments and all tests/exams honestly. To ensure that all Karr students produce their own work, the following Academic Honesty Policy is enforced. For the purposes of this policy, cheating is defined as "accepting or providing information that is not one's own."

Type of Offence	Major	Minor
1 <sup>st</sup>	Exam Chapter/Unit Test, Research/Term Paper F on Assignment; Parent conference	Quiz, Classwork, Homework F on Assignment; phone call to parent
2 <sup>nd</sup>	F on Assignment; In School counseling, removal from elected office/position, unable to represent school at outside academic or leadership functions	F on Assignment; Parent/Teacher conference
3 <sup>rd</sup>	F on Assignment; Saturday School	F on Assignment; In School counseling, removal from elected office/position, unable to represent school at outside academic or leadership functions
4 <sup>th</sup>	F on Assignment; Suspension	F on Assignment; Saturday School
5 <sup>th</sup>	F on Assignment; Suspension	F on Assignment; Suspension

**Please encourage your child to read and study daily as well as start on all projects and assignments. Thank you for your support and cooperation.**

Sincerely,

Mr. Catolos  
Social Studies Teacher