

Dear Parents/Guardians:

It is my pleasure to take this opportunity to welcome you to the Resource Learning Center and into the Muir family. We are so excited about supporting your student for the 2008-2009 school year. The purpose of the Learning Center is to provide immediate direct intervention in your students identified areas of need based on their Individual Education Plan (IEP). The skills and concepts reinforced in the Learning Center are age and grade appropriate based on the California State Standards. Below is an overview of the curriculum utilized in the Learning Center.

Language Arts Intervention Program: Language Arts intervention in the Learning Center focuses on assisting students to become proficient readers by teaching them instructional strategies to increase their reading fluency, decoding and comprehension skills. The program used to increase reading fluency is "6 Minute Fluency". The program used to improve students' reading decoding is "Rewards" and the program used to increase reading comprehension is the "Reading for Comprehension Series". All three programs are research and standards based.

Mathematics Intervention Program: The mathematics intervention program used in the Resource Learning Center is consistent with what is being used in their general education mathematics program. We are providing intervention for the sixth graders from the California Mathematics Text and supplemented by the "Keys" mathematics curriculum. The seventh graders are being supported by the Prentice Hall California Mathematics Pre-Algebra/textbook and the eighth graders are receiving intervention using the "Bridge to Algebra and Algebra Ready curriculum. These programs have been proven successful in providing students with immediate intervention and reinforcement of mathematic computation and application skills.

Written Language Program: The written language intervention program used in the Resource Learning Center is "Step Up to Writing". This research and standards based program will assist your student in reaching towards proficiency in the area of expository writing while providing hands on strategies to teach your students outlining, webbing, and other effective written language strategies.

Discipline: It is important that all students arrive to school/class on time with materials and prepared work. To avoid disciplinary action students are encouraged to follow both school/classroom rules. In the event a student has difficulty complying with classroom rules the following discipline procedures will occur:

- 1st Offense: Verbal Reminder
- 2nd Offense: Phone call home
- 3rd Offense: Detention
- 4th Offense: On/Off Campus Suspension

Materials: Students are required to bring the following materials to class each day:

- Two sharpened pencils and erasers
- Two pens
- Notebook paper
- Dividers
- One three ring binder

Homework Policy: The primary source for homework related to the Resource Learning Center is provided within the student's general education classes i.e. (Math, English, History, and Science classes)

Grading Policy:

90-100	A
80-89	B
70-79	C
60-69	D
Below 60	F

(3) Tardies equal (1) absence and (3) tardies within a reporting period will constitute a "U" in cooperation. Missing more than 3 assignments within a grading period will constitute a "U" in work habits.

To ensure academic success, students will benefit most when parents and teachers work together. Therefore, I do encourage parents to contact me at (323) 565-2220. Parents are welcome to visit by receiving appropriate "Visitors Pass" in the main hallway.

Sincerely,
Mrs. Grab
Resource Specialist

Please Return

I have reviewed and discussed with my students the above classroom guidelines and information provided in this package. As members of the Muir family, we agree to follow the policies and procedures noted in this letter.

Student (print):	_____	Student Signature:	_____
Parent (print):	_____	Parent Signature:	_____
(H) Telephone:	_____	(C) Telephone:	_____