



Martin Luther King Intermediate School
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Dear Parents/Guardians,

My name is Edwin Salcedo. I am the Technology Lab teacher for Martin Luther King Intermediate School. My intention with this letter is to share with you what I will be expecting from the students and what you can expect from me.

Students will need the following supplies: pen, pencil and folder.

School Work and Homework:

Students will participate in mini lessons on how to complete various skills/tasks using the operating system, other software, etc. The mini lessons will assist with class projects. They will have guidelines, requirements and/or videos that will assist in finishing a project. They will save their work at the end of each class. They will have **typing homework** due each week and will use piscatawayschools.typingclub.com. They will be given instructions on how to log-in and they are expected to practice as I will be monitoring their progress.

Grading:

- 1) The students will receive an Effort Grade in the form of checks (i.e., check plus, check, check minus) for mini lessons, project progress, etc. Students are expected to participate by completing classwork and if they are disruptive or misbehave, this may have an effect on their grade. Genesis takes the effort grade (checks) and assigns a numeric grade to it.
- 2) Students will receive a Check Grade for their typing homework. Students have one week to complete the assigned lessons. For example, if your child's class meets on Wednesday, their typing homework is due by 10:00 PM the following Tuesday night. **During that week they can redo the lessons multiple times to improve their score.**
- 3) Students will receive a Numeric Grade (out of 100) for completed projects.

Special Note: Students do not receive a numeric grade on their report card. The effort/participation grades shown in Genesis are not an indication that you will see a numeric grade on the report cards. I feel that a student who receives a check or higher is performing well. **If your child has any issues completing the homework one week, please notify me through e-mail or a signed letter before the homework is due.**

Please feel free to contact me with any concerns/questions you may have throughout the school year (esalcedo@pway.org or 732-699-1563 ext. 5409). For more information, visit King School's homepage and click on Staff Websites and then my name. I provide useful sites, homework assignments, project notes/videos and quick links, such as piscatawayschools.typingclub.com that will help with typing practice at home.

Very truly yours,

Edwin Salcedo
Digital Literacy Teacher