Dear Parent/ Guardian,

I would like to introduce myself. I am Stephanie Johnston, your child’s n 2/3 Advisor. I look forward to working with you all. Below I have my contacts, my preferred method of contact is via email. However, if you would like to call and leave a message the school hours are 7:30 to 3:30. I have also mentioned my policies and expectations for my class.

Email: sjohnston@ekacademy.org

Phone: 702-870-5032

My policies and expectations for my advisory are as follows:

* When a student is absent he/she has 3 days to make up missed work (i.e. class work or homework).
* Homework is given nightly and is due the following day unless due date is given.
* If a student “forgets” his/her homework, he/she has that following day to turn it in. If he/she forgets again, the homework will not be accepted. He/she will get a zero.
* Once work is late, it will not be accepted.
* "No Name" papers will receive a zero.

Projects:

* When it comes to projects, we will do the proposal in steps for homework.
* Project due dates are listed in each student’s planner.
* Each day a project or part of a project is late a 10% deduction will occur.

Respect:

* Each student must respect one another and adults
* Each student must be polite
* Each student must share
* Each student must be honest

Once again, if there are any questions my contacts are above. My policies and expectations are in addition to the EKA policies and expectations. I believe all my students are great and I expect greatness from all of them. As mentioned above, I look forward to working with you all. Let’s make this a GRRREAAATTT year and move forward one project at a time!

Yours truly,

Stephanie Johnston