

11/24/15

Dear Parents,

Today our second writing assignment was distributed. This assignment is a response to Literature 5 paragraph essay. We have read 2 stories in class and your child will choose one and write his or her essay accordingly. I have attached three sheets to this letter to help you understand what we are going over in class.

The first page is the outline of this long-term assignment. I have included corresponding pages in the Grammar book should you want to know what we are going over in class and to help you understand how I am teaching.

The second sheet is the rubric for the final draft. It is how I will be grading the final draft of this essay. Kindly note each category in which your child's essay will be evaluated. You will need to sign that rubric; so that it is clear you have read and understood how the final draft will be evaluated.

The last page is a copy of the due dates for you to keep at home. I recommend putting it up where your child does his or her homework or on a bulletin board as a reminder that we are working on this assignment. Please note that the final draft is not due until after Christmas vacation. I do not plan to assign any homework during vacation!

All the pre-writing and editing will be done in class, as well as some writing. All drafts will need to be double spaced, typed Times New Roman 12 point font. Please make sure your child adheres to this requirement. I will not read any drafts that do not follow this direction.

With every writing project, I meet with each student individually before handing back the rough draft. I explain my corrections, as well as review the rubric with each student. This can take up to 2-3 class periods. I ask for patience and courtesy from all student and parents during this time. I believe it is an important part of the writing process. This may or may not change the final draft due date. I will write it on the rubric as I meet with each student.

Please review this with your child. Sign and return this letter and the rubric attached by tomorrow, Nov. 24.

Sincerely,

Patti Pascale

Student Signature: _____

Parent Signature: _____

Due Dates:

Signature pages: Tuesday, November 24, 2015

Outline: Tuesday, December 1, 2015

First Draft (for peer editing): Monday, December 14, 2015

Second Draft: Thursday, December 17, 2015

**Final Draft: TBD *the week of*: Tuesday, January 12, 2016

** Final Draft: The due date will be flexible depending on personal meeting with the teacher