



### Classroom Procedures

<u>Objective:</u> To learn and to understand correct classroom behavior and to clearly understand what is expected from students in <u>this</u> classroom.

Please sit in your assigned seat.

Get ready to Learn...



# This is your school...

- Please take care of it.
  - > Don't make a mess...
  - > Clean up any mess you make...
  - Hanging out in the bathroom is gross...
  - > Don't write on walls or desk...
  - ➤ Gum goes in the trash...
  - > Trash goes in the trash can...



#### **Attendance**

- Attendance is Required
- You are Tardy if you are not in your seat working when the tardy bell rings.
- You must still do the required work for an absence or tardy.
- You can not learn if you are not here and ready to work each day.
- Attendance is one of the most important parts of your education.



# **Agenda Books**

- Students will buy a new Agenda Book for the school year.
- This book has to last all year, <u>please take care</u> of it.
- When you 1<sup>st</sup> get to class put the Agenda in your Agenda Book. (all classes)
- Do not doodle in your Agenda Book.
- Your Agenda book might be <u>graded</u> in some of your classes.



#### I. Bell Work

Format Bell Work Correctly

(Name, Date, and Class Period).

Write the words "**Bell Work**" on the top line in the center of the page.

Write the objective completely, do not take shortcuts.

Answer all questions in complete sentences.

Do the "Word of the Day" or the "Today in History" and be ready to take notes.



### II. Bell Work

We will have Bell Work at the start of class almost everyday.

If there is not Bell Work posted, then there will be directions.

When you answer your Bell Work questions, you must use <u>complete sentences</u> with <u>complete thoughts.</u>

No short cuts: omg and b/c are not words, do not use them,

Write neatly and do your best.

Do not wait for me to give you the correct answer, if you miss it, so what, correct it and move on.



# III. Sample Bell Work

Name

Date:

Period

#### Bell Work

Agenda: Learning<sup>2</sup>Learn

Objective: Students will learn and understand correct classroom behavior and clearly understand what is expected from each students in this classroom.

- 1. How should you answer your Bell Work Questions?
- 2. Are short cuts allowed in your Bell Work?

Word of the Day:

iconoclast - (noun) someone who attacks traditional beliefs or institutions.



# **Taking Notes**

- When you finish your Bell Work, you will use the rest of the paper, front and back for taking notes.
- Yes, you need to take notes. No you don't have to write everything down.
  - you will have a book
  - you will have my website
  - you will have other assignments

But you need to take good notes. Taking notes will take up more of our class time then anything else



### **Student Behaviors**

- Be prompt
  - Be ready to learn when class begins.
- Be prepared
  - > Have materials with you and know due dates.
- Be a polite and positive participant
  - > Speak in a normal tone of voice, and listen attentively.
- Be productive
  - ➤ Turn in work on time, and always do your best. (25% off for each day it is late)
- Be a problem solver
  - Correct problems quickly and peacefully before they escalate.



# **Show Respect**

- Value yourself. Be honest and ethical, and practice strong moral values.
- Treat all members of the school community and all visitors with politeness and respect.
- Honor the ideas and opinions of others.
- Offer to help.
- Be responsible with property and belongings.



# **Responsibility for Coursework**

- Bring notebook, textbook, planner, and appropriate writing tools to class. (in your assigned seat ready to work when the bell rings.)
- Know due dates, and submit all coursework on time. (use your agenda book)
- All assignments are posted in the Bell Work and/or on the class Web site.



### Bell Work

**June 10, 2015** 

Agenda: Learning<sup>2</sup>Learn

**Homework: Information Sheet** 

**Objective: Students will continue** 

Learning<sup>2</sup>Learn.

1. What color is George Washington's horse?

2. You are \_\_\_\_\_ if you are not in your seat when the bell rings. (fill in the blank)

Word of the Day

Flatulence - The presence of excessive gas in the digestive tract.



### **Text Books**

- You will be assigned a text book to take home.
  - > You need to take care of this text book.
  - > You will turn it in at the end of the semester.
  - > You will pay for it if it is lost or damaged.
- On-Line/Text Book on CD
  - → If you want a CD copy of the text book, bring me a blank CD-R.
  - → You may also access the text book on the Glenncoe website.



# **Assignment Tray**

- Place all work neatly in the assignment tray.
- All Work should be completed and turned in when it is due.
- Incomplete work will not be graded.
- Late work is unacceptable.

(note: I can be flexible but that is up to you.)



#### **Grades**

- Grades will be issued according to the student handbook.
- Grades will be fair.
- All assignments will be graded in a timely manner. That is, I will get them done as soon as possible.
- All grades will be posted to Edline Weekly.



# **Grading**

Grades are based on the accumulation of points.

- Points are based on:
  - Class participation (effort)
  - Completion of assignments (daily work)
  - Major projects, exams, and self-reflection

#### **Our Grading Scale**

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

Grades are calculated on cumulative percentage and are rounded up whenever possible.

Grades are posted online and updated every week.



#### Homework

- Will be assigned as needed.
- May be optional.
- Should be turned in on time.
- Needs to be made up in a timely manner.
- Make-Up work folder on the wall
- Will be considered optional for an excused absence.
- Will be marked as "0" for unexcused absence or if it is not turned in on time.



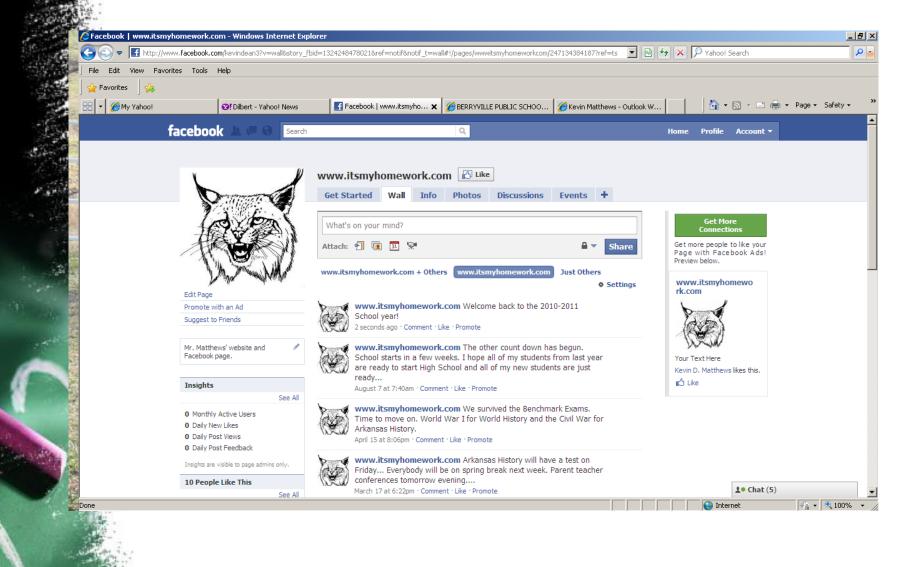
# **My Website**

- You should visit my website at least once a week if at all possible.
- The website is
  - > <u>www.itsmyhomework.com</u>
- Almost everything from my class is on the website.
- You will find:
  - > Study Guides
  - > Practice Test
  - > Puzzles
  - > Power Points
  - > And more....



## Facebook, etc...

- Yes, I am on Facebook.
- No, I can not accept your Friend Request.
- Please become a Fan on my class page on Facebook. <u>www.itsmyhomework.com</u>





### **Optional Work**

- Students with an A or a B may opt out of some assigned work. I will let you know if it is optional.
- Students with low grades will be required to do all assigned work. The optional work is designed to help your grade.
- Additional extra work maybe assigned to help students with lower grades.



### **Classroom Discussions**

- Participation in classroom discussions will help you learn and make learning more interesting, maybe even a little fun.
- Your opinion will be respected and you should be respectful toward others.
- You must use acceptable language.
- Be positive.



### **Written Assignments**

- Written assignments should be complete and properly formatted.
- Should be clearly written.
- Should be turned in on time.
- Remember complete sentences with complete thoughts.
- Again, no short cuts.



#### **Modified Work**

- Assignments will be modified as needed to meet the diverse learning needs of students.
  - Be respectful of students who have modified work.
  - > Really, it is not any of your business.
  - > Keep your eyes on your own paper.



### 1. Testing

- Follow Directions.
- No Talking.
- Write clearly, if I can't read it, it is wrong.
- No Cheating.
- Place test face done in the assignment tray when you are finished.
- Test given on the computer will follow the same guidelines as paper test.



### 2. Testing

- Test come in several different formats
- Test may
  - Be taken using paper and pencil
  - Be taken in the lab using computers
  - Taken using bubble forms
- Test will have
  - Multiple choice
  - Multiple response
  - Short answer/essay
  - Matching
  - Other types possible...



### **Lunch and Detention**

- Mr. Parker will take care of Detention.
- Mr. Matthews will be on duty outside at lunch.
- You need to be out front during lunch.



Agenda: Learning2Learn

Homework: none

**Objective: Students will continue** 

Learning2Learn.

1. What is the name of my website?

2. True or False: Some students have modified work. (circle the correct answer)

**Today in History** 

Aug 21, 1959: Hawaii becomes 50th state



# **Folder Assignments**

- Some units will have a folder assignment
- Folder Assignments will be a collection of all assignments and work for the current unit and will be turned on the same day as the final test for that unit.
- Folder assignments are worth a lot of easy points.
- You will receive a scoring sheet for each folder and it will tell you exactly what goes into the folder.
- You will need a 2 pocket folder which may be reused on different units. (I will be collecting some to store in here.)



### **Cheating**

- Will not be Tolerated!
- Let me say that again... Cheating will not be tolerated.
- Listen very carefully to this point...
- Cheating will not be tolerated
- If you cheat, you might get away with it and you might not ever get caught but the only person you are cheating, is you. I already passed this class a long time ago.
- Cheating will be dealt with and is a serious issue.



### **Bathroom Procedure**

The bathroom should be used between classes and it is strongly discouraged during class time.

- Abuse of bathroom privilege will result in the loss of bathroom privilege.
  - > If you abuse it you will lose it....
- If you are going to be late to class, let the teacher know before you go to the bathroom to avoid being counted Tardy. If you don't, you will be counted tardy....



### **Unacceptable Behavior**

- Talking out of turn.
- Failure to listen.
- Failure to follow procedures.
- Rude, crude, & unacceptable language.
- Failure to work as directed.



### **Unacceptable Behavior**

- Sleeping.
- Back Talk.
- Fighting.
- Violating School Policy (major).
- Violating Dress Code.
- Passing Gas- flatulence (please excuse yourself and step outside).



# **Discipline**

- Will be fair.
- Will be timely.
- Detention may be assigned for small infractions.
- You will be written up as needed which will
  - Result in a visit with Mr. Summers.
  - You may get detention.
  - You may get swats.
  - You may get ISS.
  - Or you may get suspended.



# Challenge/Appeal

- You may make a written appeal or challenge to explain why you believe a penalty or grade is incorrect.
- It must be correctly formatted using good grammar, complete sentences, etc... (typing it might be a good idea)
- Keep it on point, be complete, but be brief.
- Remember, the Teacher has the FINAL WORD!



# **Promote Lifelong Learning**

You can develop lifelong learning traits:

- > By showing curiosity about human nature and how the world works.
- By seeking and valuing diversity.
- > By persisting in seeking out new solutions.
- > By using your unique talents and intelligence to promote positive change.
- > By learning and applying technology tools to solve problems.



### **Policies**

- Food and beverages are <u>not allowed</u> in the classroom but if you ask, I have been known to let it go. If you don't ask, I will throw it in the trash.
- Please be in your seat when the bell rings, as class begins at that time.
- Absences, don't hurt me and the don't help you. Be here so you can learn.



# **My Pledge to Students**

- I will trust you until you give me reason to do otherwise.
- I will respect you and work with you to solve problems.
- I will promptly correct and offer feedback on your work.
- I will work with you to meet learning goals.
- I will offer extra help and alternative assessments should you require them.



### **FOLLOW THE RULES!**



### **BE RESPECTFUL!**



**WORK HARD!** 

OR AT LEAST SMART...



LEARN!