



STUDENT EXPECTATIONS

As an instructor, I pride myself on an efficient and smooth running classroom. To achieve this I have established a few simple procedures. As a student, it is your responsibility to learn and perform these procedures. With these procedures, I promise you a more organized and effective learning experience. Here are some basic procedures:

- **Entering the Classroom:** Enter the classroom without screaming, running or otherwise causing a ruckus. Students who do not do this will be asked to leave the room and reenter as expected. It is expected that as soon as you enter you first pickup any handouts or hand in homework in the appropriate tray. You should then get anything you need around the room (grade check, pencil sharpening, tissue, etc.). Once seated, check the front screen for the day's bell work. You should also check the board for the day's assignment (write it down so you don't forget). You can also use this time to briefly speak with me or make an appointment to make-up a test or get extra help.
- **Bell Work:** Everyday will begin with bell work to prepare you for the lesson of the day. Generally you will find the bell work on the front screen; otherwise it will be posted on the board or a handout. Bell work should be started when the bell rings.
- **Picking up Handouts:** Handouts will be found in the tray marked "Please Take One". If the tray or sign isn't there, you don't need to pick up anything, just begin the day's bell work. If you arrive late and it appears picking up handouts will cause a distraction, go to your seat then raise your hand when it is appropriate to do so.
- **Extra Handouts:** If you need a handout, because you were absent or just lost your first one, go to the box labeled "Extra Handouts". Do not ask me for handouts; go straight to the box.
- **Handing in Assignments:** If there is an assignment that you need to hand in, place it in the tray marked "Please Deposit Homework Here". If the tray or sign isn't there, keep the assignment and begin the day's bellwork. If you arrive late and handing in the homework will cause a distraction, sign-in, go to your seat, then raise your hand when it is appropriate to do so.
- **Coming to Attention:** When I need the class to focus, I will raise my hand. When you see this you are expected to stop your conversation and look at me. This is only complete when everyone's attention is focused on me and the class is quiet.
- **Using the Bathroom:** The bathroom should be used with discretion. You do not need to ask; simply note the time you departed and returned on the sign-out sheet.



- **Exiting the Classroom:** I pride myself of making the most of each class period by providing meaningful learning opportunities from start to finish. With this in mind, please refrain from packing up early. People who pack fast shall leave last. I will give students an appropriate amount of time to transition to the next class.
- **Arriving Late:** When you enter the room late (with or without a pass) you need not disturb the class; simply take your seat quietly. If you must speak with me, go to your seat, and raise your hand when it is appropriate to do so.
- **Absences:** On the day you return from an absence you should arrive early to class. The first thing to do is check the "Class Log" on the bulletin board. The log will likely answer any questions regarding "what we did" when you were gone. If there are any questions beyond the log, speak with me before class begins, after class, or during office hours.
- **Make-Up Quizzes:** If you are absent for a quiz (not the day before a quiz) you will have to arrange for a make-up quiz. Make these appointments before class begins, after class, or during office hours. A missed make-up appointment without notice will result in a zero.

NOTE: This syllabus is subject to modification, but I will give you notice of any changes.

A key to being successful in this class is to establish productive habits. The procedures in place are designed to help guide you toward achieving success.