

Grading

Each assignment will be given a point value. Your grade will be determined by dividing the points you earn on each assignment by the total point value of the assignment. Example: You earn 48 points on a 50 point value assignment. Your grade would be $42/50=96\%$ A. The district grading scale is printed in your school handbook. All work should have your name (top left), name of the assignment (top right), and the date in the top center of the assignment.

Classroom Participation: 25%

Students follow the rules and expectations of the classroom. Students will also participate in classroom discussion.

Quizzes: 15%

Quizzes will be assigned as hands on demonstration or as written quizzes relating to current units of study.

Tests: 25%

Tests will be given as written tests relating to current and previous topics.

Homework / Classwork: 20 %

Homework assignments are due at the beginning of class the next day or the due date if it is a longer term assignment. Homework is to be done at home and not during class will in lecture. Students will be informed when they can do homework in class.

Notebook: 15%

Students are required to bring a 3 ring binder to class every day and store all handouts in protective plastic sheets.

Final Exams:

The written exam will consist of multiple choice, matching, fill in the blank questions short answer and essay questions.

Attendance

Attendance is crucial, as certain instruction cannot be duplicated.. However, due to school activities, general illness and appointments, students will have to be out of class. Because of this, periodically through the grading period, 'Supplemental assignments have been incorporated into the schedule to give students an opportunity to supplement points they have missed in the lab. All work to be made up is the responsibility of the student.

CLASSROOM EXPECTATIONS:

1. Have **RESPECT** for yourselves, each other, the teacher, and guests. This means paying attention to those who are speaking, and being polite to anyone in our classroom.

- I respect each of you as a young adult. You should feel free to come to me with questions or concerns about the material without expecting to be ridiculed or criticized.

2. **Make an EFFORT** to do your best on every assignment. Completing assignments, participating in classroom discussions, and studying hard show me that you care about your education. Coming to class prepared each day is a step in the right direction. You will be amazed at what this can do for your grades.

- I will not give you work beneath your abilities and I will help you reach new levels of achievement. I will keep in mind your needs, abilities, and interests when developing lessons and activities for the class.

3. **Be HERE, Be ON TIME and TURN IN ALL GRADED ASSIGNMENTS (That includes Homework!).** Students who attend class regularly and arrive on time tend to do better work and understand more. Poor attendance causes students to miss lab work that is hard to or impossible to recreate.

- I will be on time to class and to any meetings we have with each other. In cases of absences, you need to ask me for your make-up work and I will review the missed materials with you. I do not like to see 0 in my grade book. I will bug you to turn in all work. There is no excuse for not turning in work

General Expectations

If you need help, **ASK FOR IT!**

Think before you act.

TEAMWORK IS A MUST!

Make eye contact. When someone is speaking, keep your eyes on him or her at all times.

Always be willing to help those around you.

Clean your area every day. Take responsibility for your own actions.

While you are with a substitute teacher, you will follow the rules that you follow when I am here.

Always behave in a professional manner inside and outside of the classroom

No roughhousing. Keep your hands to yourself at all times.

When you have a question, feel free to call my name when you raise your hand.

Please do not talk while I am talking!

Act as if you are on the job. I do not want to hear 'I'm not getting paid for this.' You are earning a valuable skill that many people pay to learn and many college credits which will save you thousands of dollars.

Have pride in your work.

No opened food or drink allowed in the classroom

PARENT AND STUDENT SYLLABUS ACKNOWLEDGMENT FORM

I have read and understand the information in the forms given to me by my instructor. I understand that failure to comply with the rules set forth in this syllabus and all additional paperwork provided by my instructor shall be subject to action under the Diman Regional Vocational Technical High School Student Discipline Policy and Student Code of Conduct.

Student Name (please print)

Student signature:

I have read and reviewed the enclosed paperwork and forms with my student and understand that if my student chooses to violate rules set forth in this syllabus and all additional paperwork provided by the instructor he/she shall be subject to action under the Diman Regional Vocational Technical High School Student Discipline Policy and Student Code of Conduct.

Parent/Guardian Name (please print): _____

Daytime Phone: _____

E-mail: _____

Parent Signature: Date:
