

# **Building and Property Maintenance Classroom Rules**

Mr. Chouinard

1. Students are required to follow ALL rules as outline in the Student Handbook.
2. Respect. There will be no conversations while another student or myself is speaking. Use of foul language is strictly prohibited!
3. Students must come prepared for class daily having all required materials in their possession to include but not limited to: your notebook, a pen, a pencil and any other pertinent material that may be require during specific curriculum.
4. Attendance is important. Excessive absences or tardiness will result in disciplinary action against the student and/or failure, in accordance with the attendance policy described in the student handbook. You can't learn if you're not here!
5. Students who miss an assignment due to absence (homework, quiz, test, etc) need to make arrangements for make-up work within **two days** of returning to school. Failure to do so will result in a grade of zero for the assignment missed.
6. **\*\*NO CELL PHONES ARE ALLOWED IN CLASS OR SHOP\*\***  
Any type of electronic device (other than a calculator) including toys, cards, etc., found in class, will be confiscated. This includes cellular mobile devices, iPods, iPads, laptops, game units, etc. Confiscated items will be returned to a parent/legal guardian in accordance with the student handbook.
7. Food and drinks are prohibited in the classroom. Medical exceptions will be made with a signed note from the nurse's office (green card).
8. All students will maintain a binder with a hard cover. **This must be a 2" thick, hard cover, 3-ring binder.** It should have some loose note paper and 5 to 8 dividers – no spiral bound notebooks. The binder will contain all notes, handouts, and reference material issued during your students 3 years in Building & Property Maintenance **Related**. This binder is to be used for shop related only. Do not try to fit in other subjects. Notebooks will be checked at the end of each semester and will be weighed as a test grade.
9. All students must consistently maintain an average of at least 65%. Each semester grade will be made up of:

Employability/Class Participation	25%
Tests, Term Papers and Notebooks	35%
Classwork/Homework	40%

*\*The above grading policy is subject to change. You will be notified of any changes.*

*Any student who refuses to follow these guidelines may be issued a warning, if warranted. If the warning is ignored, the student will encounter disciplinary action, in accordance with the student handbook.*

# *Extra Help Schedule*

I will be available for extra help after school most weekdays by appointment in room D104. **Tuesdays**, I will always stay at least until 3:30 for anyone who wishes to stop by for help without requiring an appointment.

If you have a question after hours, you may e-mail me at:

**HChouinard@dimanregional.org**

Not all e-mails will receive a reply the same day. Although I will try to help by leading you in the right direction or pointing out a misconception, I will not do the assignment for you or completely walk you through a problem. E-mailed questions should be concerning a **specific** question, not a large group of them!

If it becomes a trend that any student only e-mails questions to me and does not attend any extra help sessions, e-mails from that student will go unanswered. E-mails should supplement, not replace extra help sessions. E-mail should be used as an emergency help tool, not a crutch.

Please include your name and class section in the e-mail. If I cannot reply to your e-mail, or if you are still confused after my reply, please attempt work anyway.

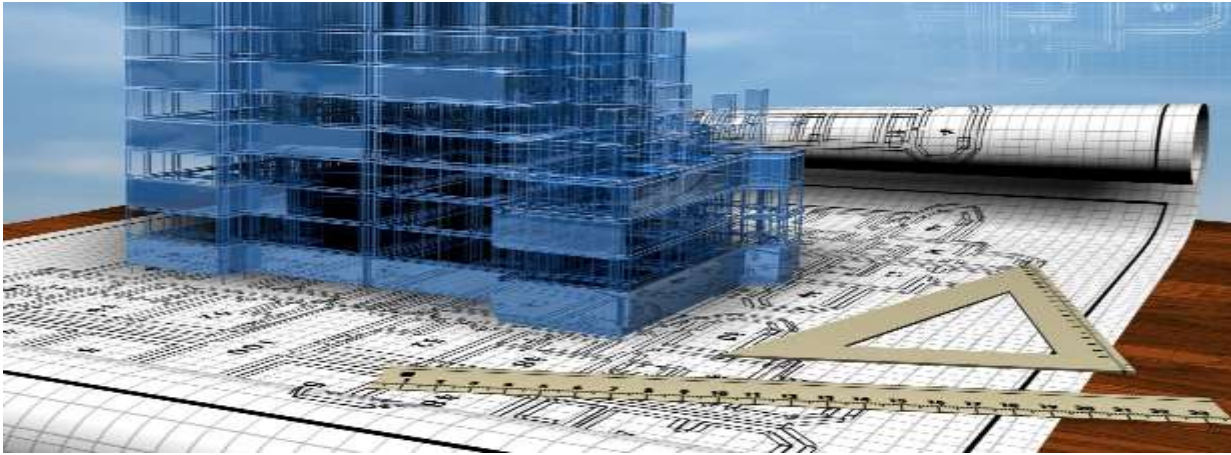
*Students may be required to attend a remediation session after school to assist him/her to successfully meet academic requirements. My after school remediation day is Monday.*

*Failure to attend an assigned remediation session will result in an after school detention assigned by an administrator.*

# Class Participation Rubric

*Asking questions is just as important as answering them!*

	Criteria				Points
	25	20	15	10	
<b>Level Of Engagement In Class</b>	Student proactively contributes to class by offering ideas and asking questions <b>more than once</b> per class.	Student proactively contributes to class by offering ideas and asking questions <b>once</b> per class.	Student <b>rarely</b> contributes to class by offering ideas and asking questions.	Student <b>almost never</b> contributes to class by offering ideas and asking questions.	—
<b>Listening Skills</b>	Student listens when others talk, both in groups and in class. Student <b>incorporates or builds off</b> of the ideas of others.	Student <b>listens</b> when others talk, both in groups and in class.	Student <b>does not</b> listen when others talk, both in groups and in class.	Student <b>does not</b> listen when others talk, both in groups and in class. Student often <b>interrupts</b> when others speak.	—
<b>Behavior</b>	Student <b>almost never</b> displays disruptive behavior during class.	Student <b>rarely</b> displays disruptive behavior during class.	Student <b>occasionally</b> displays disruptive behavior during class.	Student <b>almost always</b> displays disruptive behavior during class.	—
<b>Preparation</b>	Student is <b>almost always</b> prepared for class with assignments and required class materials.	Student is <b>usually</b> prepared for class with assignments and required class materials.	Student is <b>rarely</b> prepared for class with assignments and required class materials.	Student is <b>almost never</b> prepared for class with assignments and required class materials.	—
				<b>Total----&gt;</b>	—



## **Building & Property Maintenance Binder Rubric**

### Definitions

- 25 – All definitions are in the binder. Definitions are complete and accurate
- 15 – Most definitions are present. Definitions are not copied correctly or are incomplete.
- 10 – Most definitions missing.
- 0 – All definitions missing.

### Handouts

- 25 – All handouts are in notebook.
- 15 – One to two handouts are missing.
- 10 – Three to four handouts are missing.
- 0 – Five or more handouts are missing.

### Organization

- 25 – All handouts and/or notes are kept in a logical or numerical sequence.
- 15 – One or two handouts and/or notes are not in a logical or numerical sequence.
- 10 – Three or Four handouts and/or notes are not in a logical or numerical sequence.
- 0 – More than four handouts and/or notes are not in a logical or numerical sequence.

### Neatness

- 25 – Binder is neat and orderly. All work is clipped in the rings. No torn or crumpled pages.
- 15 – Binder is mostly neat. Some work is not clipped in the rings. A few torn or crumpled pages.
- 10 – Binder has many torn or missing pages. Most work is stuffed in the binder loosely.
- 0 – Binder is practically destroyed.

I have read and fully understand the classroom rules for Mr. Chouinard.

Student signature X\_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Parent/Guardian signature X\_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

If you have any questions or concerns, please feel free to contact me at:

**HChouinard@dimanregional.org**

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