

Behavior Syllabus

Procedures and Expectations

Procedure refers to how things are to be done in this classroom. Procedures are for your benefit by helping you to do your work with less confusion—leading to your success!

Guidelines to be Successful in this Class:

- 1) Treat everyone, including yourself, with respect.
- 2) Always try.
- 3) Do *your* best.
- 4) Be responsible.
- 5) Follow the appropriate expectations for class activities.

Class Rules:

- 1) Be to class on time with all of your materials.
- 2) Keep your hands, feet, objects, and objectionable comments to yourself.
- 3) Work during all times.
- 4) Follow directions immediately and the 1st time they are given!

How should I behave in class?

1. I expect your best behavior in this class. We are here to learn and be educated, not to kick back and relax. ***I will not tolerate any sleeping, inappropriate talking, inappropriate comments, foul language, horse-playing, other behavior that causes disruptions to the learning process of others in the class.*** Quite simply, I want this classroom to be a safe place to learn and to allow you the opportunity to maximize your potential. Every person in this classroom deserves the right to learn.

If you do not meet these expectations, then I will do the following:

First Offense: I will give you a warning, and I expect the behavior to be corrected.

Second Offense: You will lose participation points & a phone call home.

Third Offense: Further corrective action will be required, which may include a referral to the office.

*** If the behavior persists beyond a telephone call home or it is a major infraction, I will send you to the office! NO QUESTIONS ASKED!!!

*** I also expect that you will not destroy or deface anything in this classroom (and hopefully this school). Take pride in YOUR school and respect the property of others. Do NOT write on or mess with any of the materials I have in the room. My desk and associated areas are OFF LIMITS to students. THERE ARE NO EXCEPTIONS!!!

Can I get out my cell phone or I-Pod in class?

1. Um, no. Are you crazy?!
2. If you do not know how to tell time using one of those “old fashioned” clocks with hands that point to numbers—

NOW is the time to start learning. Do NOT pull out your cell phone for whatever reason!!!!!!

3. If you get a text from your mom or dad, as I have so often heard, we will discuss the appropriate way for you to get in touch with your parents if the situation requires such action.
4. If your phone rings, you will need to give the phone to me. No questions asked. You can retrieve it on Friday in the office.

How does Mrs. Craig get my attention?

1. When Mrs. Craig begins talking, you are to stop talking...this is common knowledge learned in elementary school!
2. If you are still talking, see the steps I will take above.

How will the class start?

1. When the bell rings I will expect you in your assigned seat with your materials & positive attitude.
 - you will need to have your folder/notebook with you at your desk and working on the bell ringer question(s).
 - I will expect that you will be working independently on the bell ringer questions, unless otherwise instructed.

How will class end?

1. I will announce to the class when it is time to put your materials away. I only have a limited amount of time to teach you—you can expect me to utilize my time wisely and effectively by teaching from bell to bell.
2. You will be in your assigned seats before the bell rings, and I will dismiss you. You will not be allowed to congregate around the door or other areas of the room to wait for the bell.

Where do I sit?

1. I will place you in a seating arrangement; this may change at my discretion.
2. I will also assign working partners, which can also change at my discretion.

What about food, drinks, and gum?

1. There is to be **no food** in class. Only water is permissible. Ants love for students to leave food on the floor and will swoop out with speed and unbelievable precision to gobble up what you leave behind, so please just don't bring it to class. The ants won't like you, but that's ok.
2. Gum is ok until the first time it ends up on my floor or under the desks—then no more gum!

What should I bring to class?

1. A writing utensil—a pen or pencil. DON'T use a neon pen; I will not accept it, because I cannot read it.
2. Your 3 rings binder WITH loose leaf paper in it. This will be used daily for most assignments. Binder checks will be conducted periodically so it is important that you keep all of the papers we use in class, and in an organized fashion. The excuse of "I forgot it in my locker or at home" will not be tolerated. Such lines are as effective as "the dog ate my homework".

How should I behave during a video?

1. I expect that you will follow the general rules for behavior and raising your hand when watching a video. The videos that we watch will provide you with a reinforcement of material covered or enrichment.
2. ALL videos will have a viewing guide with appropriate questions. You need to be completing these questions as you watch the video.
3. NO Sleeping- I do enjoy a nap from time to time but not during school hours.

How do I turn in an assignment?

1. I expect your assignments to be turned in to the front work table at the beginning of the period.
2. All assignments must be completed fully. If assignments are incomplete, they will not be graded. If there is confusion about an assignment or problem please ask me. I would rather you ask for help than receive an incomplete and not understand.

What happens if I have a question?

1. Raise your hand, wait to be acknowledged, and **ASK ASK ASK!**
2. This classroom is built upon mutual respect. Therefore, do not be afraid to ask a question. In fact, I hope that you ask many questions as it is the best way to learn.

What do I do when someone else is talking?

1. Standard procedure is when I am talking to the class or another classmate is discussing an issue/asking a question, we all respect that person and listen. We will NOT talk but will raise our hand, wait our turn, and then voice our opinion or ask a question.

What if I need to sharpen my pencil?

1. Do so, there is no need to ask to do this task—just do NOT cause a disruption to the class.

What if I do not have a writing utensil or paper?

1. If I have any spare pencil nubs or gnawed on pencils, these will be located on the side counter by the make up assignment bin. You may use one of these for this class only. I want my nubs back!

What if I finish my assignment before others?

1. Work on any unfinished assignments.
2. Work on the next assignment for this class.
3. Read a good book.

What if I turn my work in late?

1. I will accept your late work but with 50% credit.
2. Mark your work as “late” and the date turned in.
3. Any work NOT turned in during the period will be considered late.
4. There are certain days throughout the year when I will have a cut-off for turning in late work. I will let you know in plenty of time when those days are.

Can I do extra credit?

1. Yes!!!! I will let you know when I have extra credit for you to do.
2. All extra credit should be marked as “Extra Credit”.

What if I need to go to my locker or restroom?

1. Absolutely NO, NONE, NIL, NADA, NEIN, NIT hall passes will be given to your locker! You should be prepared for class. There are plenty of shelves in this classroom for you to keep your materials. THERE IS NO EXCUSE!!!
2. You will have a maximum of **FIVE** passes to the restroom per TRIMESTER.
3. If you lose your pass, I cannot let you out of the room, unless it is an emergency.

How will I know what my grade is?

1. I will let you know what your grade is, if you come in before or after school.
2. I will also be sending home “Academic and Behavior Reports” at least once every two weeks which will have your academic and behavior performance on it. Each report will have to be signed by a parent and returned the next day and will count as a grade.
3. I will also post your grades on Infinite Campus which you can check at home.
4. There is no excuse for not knowing your grade.

What if I miss a day of school?

1. If you miss a class or more than one class, you will need to get the assignment from me as soon as you return. You will find any handouts you missed in the black bin.
2. If you miss a day when we are working on a long-term project, **you will not get an extra day!** This is because you know the requirements and due dates for the project beforehand. Work out scheduling conflicts with your group members.

Where and when can I get my graded assignments?

1. Your graded assignments will be returned to you on Mondays. I reserve a week, since I do a lot of grading on the weekend. Your graded assignment will be passed out to you as soon as I finish grading them.

May I re-do any work?

1. Yes, but only at my discretion. If I feel that you tried your best and still did not meet the requirements then I will ask you to redo the assignment. However, if you did not finish the work, gave a lousy effort, or failed to turn in the assignment then you will not get the redo.

What about homework?

1. I would like to have most of the work completed in the classroom. If the class does not utilize their time appropriately, you will find that less time will be given to complete work in class and more homework will be assigned. In other words: let's use our time wisely in class, so we have less homework.

What about group work?

1. For group work opportunities, I expect everyone to be working and following the expectations for group work. Each person will have an assigned task and it will be their duty to see that it gets done. Students choosing not to work will see this reflected in their grade and may receive an alternative assignment.

What if I feel sick?

1. If you feel sick and on the verge of puking, please grab the trash can & go in the hall or head to the restroom ASAP.

VERY IMPORTANT!!!!!!!!!!!! What if there is a sub for the class?

1. I take behavior when I am gone *very seriously*. Do NOT misbehave for a sub—plain and simple. I expect your behavior to be superior and whatever the assignment is that I leave for you to be done.

Once again, are you sure about my cell phone? Pleeeeeeeaaaaassseeeeee, can I listen to my I-POD? Perhaps do just a little texting?

1. All cell phones and other electronic devices will be confiscated. DO NOT take any chances!
2. iPods can be used during independent work only and as long as you have asked for permission beforehand.

Questions: Perhaps you are having a problem with your homework or need further explanations but school is over for the day and the assignment is due tomorrow—what do you do? You may email me but please do so before 10 pm. I go to bed at 10, because I wake up very early. I will do my best to answer your questions if they are sent to me in a timely manner. After all, I am here to assist you as much as possible.

If a personal emergency occurs and you need someone to confide in, do not hesitate to contact me. All of my students are important to me, and I will do everything I can to help you. Please know that necessary contacts will be made if I deem a situation to be harmful or inappropriate.

“When we seek to discover the best in others, we somehow bring out the best in ourselves.”

--William Arthur Ward

I have read and understand the classroom rules and procedures as well as the academic expectations for this course.

(Student's Signature)

(Parent/Guardian's Signature)

(Parent/Guardian's Email)

RETURN THIS SIGNED PORTION FOR A GRADE!

**PLACE THE REMAINDER OF YOUR COURSE SYLLABUS IN THE FRONT OF YOUR
BINDER!!!**