

Classroom Management for Mr. Garrett's Science Class

"THE" Rule

Our class "rules" are simple ... there is really only one "rule" ...

... No student will act in a way that impairs another student's ability to learn ...

This rule will not change, I will enforce this rule and I expect everyone to adhere to it.

Adherence to this rule is referred to as "good citizenship" ... What are some characteristics of good citizenship in class???

- **Respect shown to all class members**
- Adherence to all campus rules
- Being alert during all phases of class
- Being on time, having your materials on hand, entering the class and starting work as directed
- Responsible use of food, drink and/or gum
- Refraining from all forms of "horseplay" (e.g., throwing, running, punching, climbing, etc.)
- Refraining from any form of name calling
- Being polite (e.g., coughing/sneezing with a covered mouth/nose, "excuse" after belching, talking as appropriate, etc.)
- Avoiding all distractions during independent work (e.g., class work, tests/quizzes, etc.)
- This is your class ... participate and feel free to suggest changes to class procedures/routines
- **Respect shown to all class members**

Procedures and Routines

We will also use several classroom Procedures ... these will allow us to maximize the usefulness of our time in class ... these are open for discussion at all times and will change modestly as the year proceeds.

- **Starting Class** .. take assigned seat, focus and remain quiet, start independent work on Start Up assignment
- **Missing a class** ... if you miss any part of a class, you will be expected to access the class website as soon as possible to see what you missed and how to make it up ... **no exceptions**
- **Teacher getting your attention** .. teacher will raise hand with thumb sticking out to the side ... as you see this, say "Shh" loudly ... as you hear this, stop talking and focus on the teacher immediately ... then listen and follow instructions

- **Getting the teacher's attention** ... raise hand, wait until called on, ask question/make comment
- **Talking** ... only when asked, if you have been called on, or if the class has been asked an "open" question (e.g. "Class, does anyone know where the number pi came from?")
- **Using the Restroom** ... when RR pass is out, place your student id in the pouch and go to restroom ... tell teacher if it will be more than 2-3 minutes ... when you return, hang the RR pass back in its place or as instructed by the teacher. Note: unless approved by the teacher, no cell phones/purses may be taken to the restroom
- **Working in Groups** ... Labs and other group activities ... read all directions before you begin ... then follow those directions ... if you have questions, first discuss in your group ... if necessary, have one person in group raise hand and solicit the teacher's assistance
- **Turning in assignments** ... all assignments must have student name, period, and the date turned in filled out ... I will take up assignments typically at the beginning of the class when they are due ; assignments that are not turned in at that point are late.
- **Grading** ... the teacher will grade and return all assignments as quickly as possible
- **Turning in Late/Re-grade work** ... must be accompanied by a completed re-grade request ... turn in within allowed timeframe
- **Leaving at the End of Class** ... we will attempt to end each class with a review of topics studied and clean up the area around your desk ... class will be dismissed after the bell rings ... any table not completely seated will be the released last
- **Leaving Class during Class** ... if you need to leave class to go to the nurse, see an administrator, go to MAC, etc., you will be asked to complete the appropriate pass ... the teacher will then approve and dismiss you ... when you return, give the pass back to the teacher with a time/signature ... leaving without permission constitutes unexcused absence.
- **Conduct when substitutes are present** ... a substitute teacher is to be shown respect and his/her instructions followed

Supplies

You will need to provide a few items for this class. These are:

- Notebook ... this is required and will be graded ... this should be some sort of folder/portfolio to keep your work for this class in ... I suggest a Pocket Folder w/brads or 3 ring binder
- Pens/Pencils
- Paper (ruled notebook paper suggested)
- Erasers
- Ruler
- Highlighter

You should bring your supplies to *every* class.

Book

A text book will be checked out to each student and is expected to be brought to every class. If we have enough books for a “classroom set”, students can leave their personal copy at home. Typically, the textbook will also be available on the class website.

Assignments

- We will have work to do both in class and at home. Most of our homework will be submitted via the internet.
- All work is due at the start of class on or before the stated date of completion. If something is turned in after that time, it is late and will be recorded as a 0.
- Do all of your work legibly; pencil is preferred.
- When using formulas, please show all of your work and circle the answer. Unless I see your calculations, I can't award partial credit.

Quizzes/Assessments

- We will have frequent unannounced quizzes ... these are referred to as "QuikQuizzes" or “Assessments”.
- If you have an excused absence from school the day before a quiz, you are still required to take the quiz on the day it is given. You will be able to request a re-grade if you do poorly.
- If you are absent the day of the quiz, you may not be required to make up the quiz if you had an excused absence; otherwise, your score will be recorded as '0'.
- Distractions of any form during a quiz will result in a grade of 0. This grade can be recovered by making an appointment and re-taking the test/quiz during lunch.

Tests

- You will receive advance notice of tests.
- If you are absent the day(s) before the test, you are still required to take the test on the day it is given.
- If you have an excused absence the day of the test, you will need to arrange to makeup the test as soon as possible ; otherwise, your score will be recorded as '0'.
- Distractions of any form during a test/quiz will result in a grade of 0. This grade can be recovered by making an appointment and re-taking the test/quiz during lunch.

Lab Reports

- Lab report instructions will be provided to each student for each lab.
- If you are absent on the day of a lab, you will need to make up the lab by writing a special report. Please refer to the class website for further instructions.
- Labs are a cooperative effort and are graded as such. I award up to 80 points to each student toward their total score on a lab. Each of a lab student's lab team mates can award up to an additional 10 points or make deductions of up to 5 points. To determine the total score for a lab, I will take the average of awarded points and the total of deducted points and add that number to the points I gave the student.
- Labs that are turned in late will not be eligible for the points awarded by their team mates.

Grading

Most assignments will be graded. You will receive four main types of grades in this class and they will be weighted as follows:

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|--------------------------|-----|
| • Class Work / Home Work | 10% |
| • Major/Chapter Tests | 25% |
| • “QuikQuizzes” | 25% |
| • Labs | 40% |

For the second semester, grades will be weighted as follows:

- | | |
|--------------------------|-----|
| • Class Work / Home Work | 30% |
| • Tests/Quizzes | 30% |
| • Labs | 40% |

Some assignments will be give a grade based on completion ... the entire content will not be checked.

Re-grades ... the “WTH” grade ... and Late Work

Every student can request that a graded assignment/quiz/test be re-graded. Additional work on the assignment is expected. To get an assignment re-graded, the student must submit a re-grade request. **Work that is turned in late is also considered to be a re-grade ... your score will be 0 until turned in.**

Note:

- You can get each assignment/quiz/test re-graded once
- When you submit a re-grade and the original assignment was hardcopy, you must submit the original along with a re-grade form and it must be complete ... no exceptions. For web based assignments, you simply do them again and notify me using the re-grade form that you have a new grade.
- There will be a re-grade deadline stated for each 6 week period.
- There will be no re-grades of prior 6 weeks material.
- **1st 6wks** ... you can do as many re-grades and turn them in anytime before the re-grade deadline announced in class (typically a day or two before the end of the 6wks). You get 100% of any points you gain by doing a re-grade.
- **2nd,3rd 6wks** ... you can do as many re-grades and turn them in anytime before the re-grade deadline announced in class (typically a day or two before the end of the 6wks). You get **80%** of any points you gain by doing a re-grade.

- ~~4th, 5th 6wks ... you can do as many re-grades as you'd like but you must turn them prior to the beginning of the class after the earlier of the date you receive your last progress report from me or the re-grade deadline for the 6wks ; you will get 80% of any points you gain by doing a re-grade.~~
 - ~~6th 6wks ... you can do **two re-grades** ... you must turn them prior to the beginning of the class after the earlier of the date you receive your last progress report from me or the re-grade deadline for the 6wks ; you will get 80% of any points you gain by doing a re-grade.~~
 - ~~In class, we discussed a more liberal way of handling regrades starting with the 4th 6wks. Here's the rules:~~
 - ~~you will have 1 week from~~
 - ~~when I hand a hardcopy paper back to you or~~
 - ~~when an online assignment is due (graded date)~~
 - ~~to get a regrade sheet to me with the results of your rework~~
- ~~Exceptions that extend the amount of time allowed for a regrade :~~
- ~~excused absences~~
 - ~~“accommodations”~~
- ~~Please note these on the regrade sheet when you turn them in ...~~
- ~~And, note that at the end of a 6wks grading period, there will a fixed date/time for the last regrade to be accepted for that grading period ...~~
- ***We discussed regrades again and went back to the 1st semester rule ... you can now turn in regrades until the end of the 6wks ... I'll announce the regrade deadline in class several times before it gets here ...***
 - If you have any **special accommodations**, you can turn re-grades in at any time prior to the re-grade deadline for the 6wks and get full credit for any additional points you earn.

During each six weeks period, you may also take a “WTH” (withheld) grade ... this is essentially a dropped grade ... you can request one of these using the re-grade form ... you must attach the original along with the re-grade request ... ~~you cannot use this to “drop” incomplete or missed assignments.~~ We changed this in the 4th 6wk ... you may now request a “WTH” on any assignment other than a major test ... you may also take one “WTH” on a lab **or 2** on other things such as homework assignments or QuikQuizzes.

I am very willing to work with you to succeed ... please see me if you have any questions or need any assistance.

Tutoring

I will typically be available before school, during lunch and after school. Please let me know you plan to come by and I'll be prepared.

Absences

- It is very important to be in class everyday. This is a very hands-on learning experience and you need to actively participate
- It is also important to be on time. We will do many enjoyable activities in this class and we will get to them if everyone is here promptly
- If a student misses a class or part of a class, it is the **student's responsibility to access the class website** to determine what was missed, any assignments, etc. and be prepared for the next class
- Unexcused absences, for all or part of a class, result in a grade of 0 being recorded for all work turned in or assigned during the missed class.

Cheating

- Cheating in any form on graded work will result in a zero on that work.
- This grade will not be dropped or made up.
- Students will receive a citizenship grade of "F".
- Parents will be notified.

Consequences

As in all aspects of life, improper behavior has consequences. In our class, these may consist of:

- Verbal and/or visual warning
- Alternate assignment in lieu of regular class or lab work
- Verbal warning with a follow-up after class discussion
- Teacher imposed detention ... this will be scheduled during lunch and/or before/after school
- Parent Notification and/or Referral to the Assistant Principal

For those who chronically violate "THE Rule" or simply act immature in class, I will invoke the "Rule of 100" ... this is to simply write out "THE Rule" 100 times ... and any class work missed will still be done and graded.

Severe Behavior

- Any student whose behavior is unsafe to himself or anyone else will be directly referred to the Assistant Principal.
- Any student violating dress code will be asked to correct the problem. If not corrected, the student will be referred to the Assistant Principal.