

CLASSROOM POLICIES and SUPPLIES

SUPPLIES:

- 3-Ring Binder (not a folder)
- Notebook Paper
- Subject Dividers (5)
- Black or Blue Ink Pens
- Red Pen
- Colored Pencils
- Cloth Book Cover
- No. 2 Pencil or Mechanical Pencil

SUBJECT DIVIDER

TAB HEADINGS:

- INFORMATION
- FOCUS
- NOTES
- HOMEWORK
- WORKSHEETS

CONDUCT:

1. Be prepared for class with all materials, books, and completed assignments.
2. You should be seated and ready to work when class begins. If you are late to class, you must have a tardy slip to enter the classroom.
3. Have permission to talk or move about the room.
4. Be respectful and responsible.
5. No food, gum, or drinks are allowed.

ASSIGNMENTS:

1. Make-up work for excused absences must be turned in one day after the absence unless arrangements have been made with the teacher.
2. You are responsible for getting all missed assignments and showing them to the teacher.
3. You are responsible for any test or project previously announced.
4. All work must be done in blue or black ink or typed.
5. Homework is due at the beginning of class.
6. Late work is due the next time the class meets with 20 points deducted. Late work will not be accepted after that time.
7. Semester Projects are due on the specified date whether or not you are at school.

HEADINGS FOR CLASSWORK

Upper left hand side of the page:

Your name – first and last
Mrs. Dunham
Course, Period
Date

HEADINGS FOR PROJECTS

Double-Spaced (typed/handwritten)

Title
Your Name
Mrs. Dunham
Course, Period
Date

EIGHTEEN WEEKS GRADING SCALE:

DAILY WORK: Homework, Worksheets, and Quizzes **30%**
MAJOR GRADES: Tests and Projects **70%**

SEMESTER GRADES:

SEMESTER CLASS GRADE **80%**
MID-TERM OR FINAL EXAM **20%**

FINAL GRADE:

1ST SEMESTER **50%**
2ND SEMESTER **50%**

GRADING SCALE:

A 90-100
B 80-89
C 70-79
F 69 and below