

General Class Goals

All my students will become

1. better communicators,
2. active, independent thinkers, and
3. life-long readers.

All my students will

4. take responsibility for themselves and their actions and
5. take pride in their work.

Rules and Expectations

1. Be in your assigned seat when the tardy bell rings. Beginning with your 3rd tardy, expect a detention.
2. Homework is due at the beginning of class. If you leave your work in your locker you may get it and take a tardy. **You are expected to make up all missing assignments**, though for less credit. See the make-up policy for details. **Copied work will result in a zero.**
3. Be prepared for class everyday. Bring your materials and be mentally prepared.
4. Respect others and their property. (This includes school property.) Please refrain from taking items from my desk; there is a student supply area along the wall for your use.
5. Avoid unnecessary noise. This includes use of electronic/ digital devices, talking without permission, talking loudly, or making noise with objects such as tapping pens or chomping gum.
6. All school rules are in effect. See your student handbook for a comprehensive list. **NO TEXTING!**
7. Follow all directions, written or oral.
8. No grooming. Brushing hair, checking make-up, filing fingernails, etc. during class is rude.

Severity Clause

Extreme behavior problems, such as fighting, abusive or threatening language, or refusal to cooperate, will result in immediate removal from class and possible suspension.

Consequences

1. Verbal warning
2. Detention
3. Office referral
4. Parent/ Legal guardian contact
5. Parent-teacher-student conference

Rewards

1. Verbal and non-verbal praise
2. Positive phone calls, notes, email to parents/ legal guardians
3. Tangible rewards (candy, stickers, etc.)
4. Positive contact with principal or superintendent
5. Turn as Student of the Week

Class Participation

Make a regular effort to participate in class. Asking questions, contributing to discussions, taking notes and actively listening will help you learn and will also positively affect your grade.

MLA

All papers and homework assignments should follow MLA format. Refer to *Writer's Inc.*

Integrity Clause

Integrity means honesty and the consistent choice of right over wrong. Lying, cheating and plagiarism are serious activities and will not be tolerated. I expect my students to do their own work, and **if a student cheats in any way, he or she will receive a zero on the assignment, quiz, test or exam with no chance to make it up.**

Make-up Policy

Homework turned in one day late will lose 10%. Assignments turned in more than one day late will lose 50%. **You are expected to make up all missing assignments within a week of the original due date.**

Students with an excused absence may make up missed assignments for full credit. They have ONE day for every day they are absent. Assignments due on the day of an absence are due the student's FIRST day back.

Missed tests and quizzes should be made up within one week after school or at another time agreed upon by the student and teacher. Make-up tests will be all essay. Students who wait longer than one week forfeit their opportunity to retake the quiz or test for a better score.

An unexcused absence, including out-of-school suspension, on the day work is due, or on the day of a quiz or test will result in a zero. Students who know their absence will be excused should go ahead and make up the missed work; it will be scored as soon as the absence is excused.

There is a late-work area with assignment notebooks, handouts and folders for turning in late work.

Revise & Return Policy

If a student turns in work failing to meet the requirements (neatness, length, quality, etc.), he or she will receive the assignment back with the chance to revise and return it the next day for -10%.

Retake Policy

Students who do fail a quiz or test **must** retake it; the best a student may earn on a retake is 80%. Students who pass but did not achieve a B or higher have the retake option with the same 20% penalty. Retakes should be scheduled within a week of the first quiz or test being returned. Short reading "pop" quizzes may not be retaken.

I may require a student to show me evidence of preparation before I let the student retake a test or quiz.

Workbooks and Text Books

1. I will only grade vocabulary work completed in the student's vocabulary book. If a student loses the vocabulary book, he or she must purchase a replacement.
2. Text books should be covered and cared for. Please do not stuff papers in the text book; too many papers will break the spine. Use a folder or binder instead.

Extra Credit

Do not expect major extra credit opportunities. Work your hardest on assignments given. You may be able to accumulate a small number of bonus points on quizzes and the occasional piece of homework.

Extra Help/ At Risk Students

Make arrangements to meet with me during ET/EH or after school. Consistently give your best effort.

Hall Pass Policy

Every quarter, students will have **TWO (2) free passes**. These passes are at my discretion (you may not leave during discussions, tests, or presentations unless it is a medical emergency). **Students who abuse this policy or who have already accumulated 3 tardies in the quarter will lose this privilege.**

If you have any questions regarding these goals, rules, expectations and policies, please contact me:

(513) 897-2776, ext. 4014

apolzinetti@wayne-local.com