**Expectations:** Everyone should enter the room quietly and take their seat. You should begin bell work immediately. You should remain quiet at all times unless otherwise instructed. If the instructor is speaking, or another student is speaking, you should be silent. In order to hear and understand the lesson and assignments, you must be quiet.

**Bell work:** Bell work needs to be done as soon as it appears on the screen. Beginning on Monday 9/14/2015, Bell work will be turned in immediately after we review it. When you come to class the next day, you will get your bell work sheet from the bell work folder. On the top right corner of the bell work sheet, you will write your name, class period, and bell work. You will date each bell work assignment on the far left side of the page. You will draw a line under each assignment in order to separate them.

**Materials:** Beginning on Monday 9/21/2015 you will need to have either a three-pronged folder, and thin 3-ring binder or a composition/spiral book. It will be divided into two sections. The first section is for notes and notes only. The second half of the notebook, folder, etc. will be for class work. For both sections, they must be clearly dated on the left side of the paper. Your name and class period must be written on the front of the notebook. I will take up notebooks periodically, both announced and unannounced.

**Participation:** Group work is not optional. If you are given a group assignment and you are not working in a group, it will count against your participation grade. Also, unless otherwise stated, all work is to be done in SPANISH!

**New grading policy:**

|  |  |
| --- | --- |
| Bell workHomeworkNotebookProjectsParticipationExams & Quizzes Total | 10%10%10%15%25%30%100% |

**Behavior:** If you are not following these procedures, the first step will be to speak with me and see if we can find a solution. If after speaking with me and receiving multiple warnings, the next step will be to contact a parent or guardian.

**Expectations:** Everyone should enter the room \_\_\_\_\_\_\_\_\_\_ and take their seat. You should begin bell work \_\_\_\_\_\_\_\_\_\_. You should remain quiet at \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ unless otherwise instructed. If the instructor is speaking, or another student is speaking, you should be \_\_\_\_\_\_\_\_\_\_. In order to \_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_ the lesson and assignments, you must be quiet.

**Bell work:** Bell work needs to be done as soon as it appears on the screen. Beginning on \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_, Bell work will be turned in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ after we review it. When you come to class the next day, you will get your bell work sheet from the bell work folder. On the top right corner of the bell work sheet, you will write your \_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. You will date each bell work assignment on the far \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ side of the page. You will draw a line under each assignment in order to separate them.

**Materials:** Beginning on \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ you will need to have either a three-pronged folder, and thin 3-ring binder or a composition/spiral book. It will be divided into \_\_\_\_\_\_\_\_\_\_ sections. The first section is for notes and notes only. The second half of the notebook, folder, etc. will be for class work. For both sections, they must be clearly dated on the \_\_\_\_\_\_\_\_\_\_ side of the paper. Your name and class period must be written on the \_\_\_\_\_\_\_\_\_\_ of the notebook. I will take up notebooks periodically, both announced and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**Participation:** Group work is not \_\_\_\_\_\_\_\_\_\_\_\_. If you are given a group assignment and you are not working in a group, it will count against your \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ grade. Also, unless otherwise stated, all work is to be done in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_!

**New grading policy:**

|  |  |
| --- | --- |
| Bell workHomeworkNotebookProjectsParticipationExams & Quizzes Total | 10%10%10%15%25%30%100% |

**Behavior:** If you are not following these procedures, the first step will be to speak with me and see if we can find a solution. If after speaking with me and receiving multiple warnings, the next step will be to contact a \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

I acknowledge that I have read and understand the classroom procedures as well as the consequences for not following them.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_