

# Classroom Management Plan

Electronics/Adv. Electronics (Fall 2013/Spring 2014)  
http://scienceclass.dreamhosters.com

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## EXPECTATIONS

**Respect** - For yourself, for your teacher, for your fellow students. Do *not* interrupt while someone is speaking; do not talk to others while someone is speaking.

**Act Responsibly** - Show honesty/integrity on your assignments and examinations. Cheating on a homework, exam, or any work for this class will result in a zero with ***no*** chance to make up the assignment. In addition, a conference will be scheduled with your parents to discuss the situation.

**Model Safety** - Equipment and chemicals should be handled carefully and responsibly.

**Strive for Excellence Always!** - Effort: do *your* best. ***All*** work that is assigned is important.

## GRADING

<b>Quizzes &amp; Exams</b>	65%	<b>Professionalism</b>	10%
<b>Lab/Class Notebook</b>	15%	<b>Daily Work</b>	10%

## EXTRA CREDIT/RETAKE TESTS

If you do very poorly on a unit test, you may “retake” that test. This does not apply to group tests or quizzes. The retake will be composed of different questions that cover the same material, and your final score will be the average of the two tests. Extra credit will be made available at various times *during* the semester, ***not*** at the end, so take advantage of the opportunities as they arise.

## MATERIALS

**Pencil/pen** (pencil recommended)

**Calculator** (scientific calculator required)

**Graph paper composition book**

You will be expected to bring materials to class. This includes notebook (with paper), pencil or pen, and calculator. In addition to daily notes, your binder should contain all materials handed out to you, including this sheet.

## HOMEWORK

You will do some homework in your lab notebooks. Any homework not in your lab notebooks, you will do on standard 8½ x 11" paper. You will do all homework in pencil or blue or black ink. You will put your ***full*** name, date, and class in the upper right corner and the title of the assignment across the top. Any homework that doesn't meet this standard will be placed in the “no name” box..

Homework will be reviewed in class after it is turned in. Late homework will only receive half credit. Many of the quiz questions will be taken directly from the homework, so it behooves you to complete and understand your homework! Late homework is due by the time the test on that material is given. Any homework for that unit not turned in as of test time is automatically a zero.

## STUDY SESSIONS/EXTRA HELP

I will be available most *any* day of the week in the morning and until about 3:00 pm (or later most days) for anyone who wishes to make an appointment with me. While I appreciate 24 hours notice, most days you could even ask me before/after class if I'll be available after school that day. ***I'm here to help!***

# Classroom Management Plan (cont.)

## ABSENCES/TARDIES

If you are tardy, you will sign in on the list by the door for lunch detention. If you are absent, you need to inform me via email *in advance* (see “professionalism” below).

If you are absent any homework assigned previous to your being absent will be due on the day you return to class. For work assigned *during* your absence, it is up to *you* to get the assignment(s) from either your classmates or from me directly. You can reach me either via the email address listed above or by leaving a phone message with the school which I shall be happy to return.

If you miss an exam or quiz with an *excused* absence, *you* need to make arrangements with me as soon as you return to make up that exam. If you don't make up the exam (or make arrangements to make up the exam) by the time the next exam is given, you will receive a zero on that exam. If you miss an exam by cutting class, you will also receive a zero.

## LEAVING CLASS

You'll be given 5 hall passes from me at the beginning of the semester. If you need to leave class for some reason, and you've used all your passes or just don't have them with you, I will write you another pass, but you will have lunch detention or detention with me after school to make up for lost time.

Do not even ask me if you can go to another class. I do *not* like to bother the other teachers. Please don't disturb my class during another period unless it's absolutely necessary. Do not abuse the bathroom privileges. The bathrooms will be unavailable from 5 mins. before passing until 5 mins. after passing, so please don't even ask during that time. If I find that you're making an excessive number of trips to the bathroom, a call/email will be made to your parents to inform them that you may have a medical problem. The same is true for visits to the nurse. Please use only the bathrooms that are nearest to the class - do *not* take sight-seeing trips to use bathrooms in other parts of the building.

## PROFESSIONALISM

Electronics is a vocational course and will include “professionalism” or “job performance” each week as part of your grade regardless as to whether you are taking the course for vocational credit or science credit. There are a number of ways to lose points showing up to work late, being absent from work without prior notice, leaving your lab space or drawer messy, not putting equipment away, or putting it in the wrong places, not being prepared for class (ex: leaving materials at home). There are also ways to gain professionalism points: designing a new kit for the class, helping your colleagues with their work, etc. As the company's “boss”, I will make all decisions regarding this part of the grade, and you'll be informed when you gain or lose points and why.

## LANGUAGE

Profanity and derogatory names or remarks regarding race, gender, or sexual preference are not allowed in my classroom. You'll receive one warning. After that, the first offense will receive one detention. Second occurrence: two detentions. Third time: we'll involve parents and administrators.

## ELECTRONIC EQUIPMENT/FOOD & DRINK

No electronic equipment of any kind is allowed in my classroom. If I see or hear it, it will be confiscated until the end of class. Second confiscation, the item goes to office until the end of the day, and the parents receive notification. Third offense requires parents to come retrieve the item at the end of the school day. You may bring water into class. No other food or drink is allowed in the class.