

Mrs. Morin's Policies and Procedures

Students will abide by these rules of conduct:

- ❖ Be polite, courteous and respectful at all times to the teacher, staff, peers and the school.
- ❖ Arrive to class on time, prepared to learn.
- ❖ Sit in your assigned seat or you will be marked absent.
- ❖ Bring all books, notebooks and supplies necessary for science to class each day.
- ❖ Begin assigned work immediately upon entering my classroom.
- ❖ Follow instructions the first time they are given. Please raise your hand for clarification.
- ❖ Remain focused and on task at all times.
- ❖ Work cooperatively when performing group assignments.
- ❖ Complete your class work and turn it in on time.
- ❖ Participate fully in all classroom activities.
- ❖ Raise your hand to be recognized rather than speak out of turn.
- ❖ Use school computers correctly, respectfully and according to the Student Handbook.
- ❖ Talking during a test or quiz will result in a zero. Raise your hand if you need help.
- ❖ Safety is everyone's responsibility. Observe all safety rules when working in the laboratory.
 - Do not eat, drink, chew gum or apply make up in the classroom/laboratory.
- ❖ The stock room, teacher's desk and teacher computers are **off limits** to students.

Consequences for Inappropriate Behaviors:

1. Verbal Warning
2. Call home to parents
3. Citation (Written Warning)
4. Referral to Administrator
 - a. Severe infractions may result in immediate removal from the classroom.

Student Supplies:

- One 3-ring binder
- 5 tab dividers
 - This will help organize returned work for later use/study.
- Several **# 2 Pencils**, **Pencil Sharpener** and **notebook paper** (Black or Blue Pens are optional).
 - I prefer **ALL** work be completed in **pencil**.
 - I will **NOT** accept work done in pen unless the ink is **black** or **blue**.
- **Colored pencils** (optional) for projects only - daily work to be completed with #2 pencils or pen as described above. I do maintain a large bin of colored pencils in my classroom.
- I may require additional materials during the school year based on laboratory activities. I will try to provide plenty of notice.

Interims and Report Cards

- All interims and report cards will be sent electronically this year.
- A paper copy can be provided upon request

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Grades:

- ❖ Nine week quarter grades are computed by the following percentages:

A	90% - 100%
B	80% - 89%
C	70% - 79%
D	60% - 69%
F	0% - 59%

Your grade is calculated using a point system:

- Class work / homework (Process grade: 30% of overall grade)
- Quizzes (Product grade: 70% of overall grade)
- Laboratories & Projects (Varies: some Process, some Product. Check HAC)
- Unit Tests & County Benchmarks (Product).
 - Tests are **Performance Based Assessments / End of Course (EOC)** format. Each test will include selected response (multiple choice) questions (66%) and either a Prose Constructed Response, PCR, or an Extended Constructed Response, ECR (34%). This practice will help students become familiar and comfortable with that method of testing they will see in future standardized tests.
 - The attached rubric explains how the PCR/ECR and other written class assignments are graded. Other assignments may use different rubrics which will be given to students.
 - Students may choose to recover unit test grades. Recovered selected response questions **MUST** be accompanied by the student citing the name of the study notes, lab activity or classroom activity in which the correct answer was found (cite evidence). Failure to provide a specific reference with a correct answer results in no recovery for that test question. Recovery must be returned by the specified due date in order to be considered.
 - BCRs and ECRs may not be recovered.
- ❖ I do not accept late work for ***unlawful absences***. Research shows a direct relationship between student attendance and student learning. Make every effort to ensure your son / daughter attends school every day possible and make sure an absent note follows each absence!
 - The district policy on ***lawful absences*** applies to all missed homework, class work, quizzes, laboratories and tests. Please review that policy in the Student Handbook. Feel free to contact me for assigned work should your child be out of school for an extended time due to illness, injury or other extenuating circumstance.
 - All assignments (process/product) will be posted on the **Home Access Center (HAC)**. Additionally, I use <http://mrsmorin.weebly.com> to supplement what is posted on HAC.
- ❖ Cheating on a test, laboratory or project results in a 0% for the assignment, a referral for academic dishonesty and a phone call home to the parent(s). Plagiarism, *the close imitation of the language and thoughts of another author and trying to represent them as one's own original work*, is one form of cheating.