Ms. Spampinato’s

Classroom Procedures and Expectations

1. Fire Drill: Line up quickly and quietly. Exit the classroom to your right and outside the side of the school. Remain there until we are signaled to do otherwise.

2. Lockdown: All doors will be locked quickly. The lights will be turned off. Please move quickly and quietly to a corner of the room away from the door and windows.

3. Come to class on time – as soon as you get into the classroom, sit down and begin the do now. The directions will be posted on the board or TV. Please do not wait for me to remind you, as I need this time to take attendance.

4. Bring required materials everyday unless you are otherwise directed. This includes pens/pencils, 3 ring binder/notebook, lined paper, textbook & homework. **IF YOU RUN OUT OF SUPPLIES, IT IS YOUR RESPONSIBILITY TO REPLACE THEM!**

5. Attend to personal needs before coming to class. I have been instructed to limit hall passes. Please go to your locker or the restroom before class.

6. Remain in your assigned seat unless you have been given permission to get up. Throw all garbage away after the dismissal bell. Also, please sharpen your pencil before class begins.

7. Be aware of the classroom situation: there will be plenty of opportunities to talk during class, but please raise your hand when we are an entire group and use your indoor voice in small groups or pairs.

8. When working in groups, share responsibility of the work and be considerate of all of the members of the group.

9. Be polite and respect others. This includes keeping your hands to yourself and restraining from making obscene remarks or noises. Rude comments will not be tolerated.

10. Do not cheat. Students caught cheating will receive a zero and a phone call/e-mail home. Both the student who shares his/her work and the person who copies it will suffer the same consequences.

11. Plan to spend class time on class work. Please be on task for the entire class period.

12. Work until the end of class. When the bell rings, you may quit working and gather your materials. Please do not leave your seat until I tell you that you are dismissed.

13. If you are absent, please come see me either before or after school. You will have the same number of days out to complete the work. It is your responsibility to get the makeup work. Check the container for your class period for missing work.

14. Homework will be assigned almost every night, but will be checked in a quiz, or other assessment.

**High School – The reading of material, the practice of skills and the reinforcement of content is critical to a student’s academic development.  Work completed at home is an extension of the learning that occurs in the classroom. These assignments are the student’s responsibility and will be evaluated through performance-based assessments. Students and parents can monitor academic progress via the Genesis Parent Portal at their convenience.**

15. Personal cell phones, Ipods, MP3s and other electronic devices should be turned off and put away, unless permission is given. Repeat offenders will have their phones taken.

16. Ipads will be distributed during class. You must handle them properly and with extreme care. If you are caught on an inappropriate website, tampering or destroying the Ipad, there will be serious consequences.

17. You must stay away from the television.

18. Teacher Desks are off limit.

19. Grading Procedure:

 50% Major Assessments – MC Tests, Projects, DBQs, Papers, Presentations

 30% Minor Assessments – Quizzes, Political Cartoon Analysis, Writing Assignments

 20% Alternate Assessments – Reading Assessments, Do-Now, Classroom Assignments

In order to contact me please e-mail me at nichole\_spampinato@kenilworthschools.com

**STUDENTS**: I have read the classroom procedures and expectations and understand it. I will honor it throughout the entire school year.

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

**PARENTS**: My child has discussed the procedures and expectations plan with me. I understand it and will support it.

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

**\*\*\*PLEASE KEEP THIS SHEET IN YOUR BINDER AT ALL TIMES\*\*\***

**THANK YOU**