** Mrs. Trometter’s Classroom Rules & Expectations English I 2013-14**

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Welcome! I am looking forward to a productive trimester with each and every one of you. In order to achieve success, there are certain guidelines that we will be following. While most are stated here, other necessary procedures will be learned throughout the course of our trimester together.

1. **Rule: Come prepared and ready to learn ~Examples are:**
   * Bring your materials
   * Attend to your personal needs (restroom, drinks, locker, etc) before coming to class
   * Sharpen your pencil & throw trash away before or after class –whenever possible
     + Not during direct instruction
     + **No throwing trash at the can.**
   * Raise your hand and wait to be called upon
2. **Rule: Demonstrate respect for yourself, your teacher, and our environment. ~Examples are:**
   * Do not talk when instruction is being conducted- listen to all of the information, before posing questions.
   * No profanity, put downs, or discriminatory/intimidating language (even in jest) will be tolerated.
   * Do not touch, destroy, or devalue other people’s property and materials or classroom property- report any observed acts of vandalism, immediately.
3. **Rule: Demonstrate personal responsibility as a member of our learning community ~ Examples are:**

* Be on time to class, in your seat when the bell rings, getting to work immediately.
* Stay on task
* Clean up after yourselves, return materials to the designated locations
* When working in groups, remain in groups unless working on a specific task that requires you to move around

1. **Rule: No food or drink (plain water is permitted) in the classroom or hallways.**
2. **Rule: Follow all school rules**

**Course Objectives:**

* Students will read a diverse collection of both fictional and nonfictional literature.
* Students will learn to write in a variety of styles, while gaining an understanding of grammatical structures.
* Students will develop critical thinking and research skills, demonstrating these skills in both written and oral formats.
* Students will learn to work cooperatively to achieve common goals.
* Students will be able to determine relevance of classroom materials to other disciplines as well as their own lives and experiences.

**Procedures**: The following procedures are designed to ensure an appropriate learning environment for all students.

***Beginning of Class:***

1. All homework/assignments due for the current class period when requested by the teacher.
2. Be in your seat and ready to work when the bell rings, otherwise, delays could result in added time, after the bell rings
3. Only materials necessary for the class should be on the desk (I confiscate materials/homework for other classes, if I see it)

***Ending of Class:***

* Clarify any confusion on homework assignments prior to leaving class
* Ensure the classroom is in order prior to the bell
* The teacher dismisses the class**, not the bell**
* Remain at your seats until the class is dismissed – **DO NOT LINE UP AT THE DOOR!!! OR I HOLD THE CLASS FOR ONE MINUTE**

**Required Materials** (If assistance is needed in acquiring these materials, please see me at the end of class)

* 3-Ring loose-leaf binder/notebook
* Pencils (more than one)
* Pen-blue or black ink
* Textbook/novel being studied
* SSR reading material (book of personal reading interest)

**Personal Technology**

* Cell phone use is a privilege and can be revoked at any time that the teacher deems it to be a distraction. Use of the cell phone in class for any reason is only allowed if permission is granted from the teacher. If use of cell phone becomes a problem in class, a detention will be given.
* Music – On occasion, when working independently, you may be given permission to listen to music, by means of an MP3 player or personal digital device. You may not stream music through the school laptops and you must bring headphones to class, prior to the bell ringing.

**Restroom Use:**

You are expected to use the restroom during passing time. If you need to go during class, permission will be granted at the discretion of the teacher. If the privilege is abused, you will be required to wait until the end of class.

**Homework**

***Late Homework***

* If homework is not turned in at the beginning of class, it is late.
  + **Failure to do assignments on time will result in a reduced grade:**
* You will receive 3 late homework passes for the trimester. These cannot be used for assignments that are reviewed the same day, in class. These cannot be used during the last two weeks of the trimester OR for in-class work that a student does not wish to participate in.
* Unused homework passes may be turned in at the end of the trimester for extra credit, however they will not be accepted if you have any missing assignments.

***Late Papers/Projects/Presentations***

You lose 10% every day your paper/project/presentation is late, after the assigned turn-in date. This will be discretionary, based upon the quality of the work turned in.

**Tests/Quizzes:**

**Quizzes** will be given over reading assignments and homework to verify completion.

**Tests** will be given at the end of each unit or major work/author as well as for assigned vocabulary. These tests will generally include short answer and essay questions.

**Exams** will be given at the end of each trimester. Exams will be comprehensive, addressing all skills and concepts covered in the course to date.

**Make up Work**

* ***STUDENTS ARE RESPONSIBLE*** for finding out which assignments/homework were missed during their absence and turning the material in within the above guidelines***.- REMINDERS WILL NOT BE GIVEN***
* **Missed assignments will be available in the *Missed Work Binders*. Seek those out upon your return from your excused absence.**
* For absences excused due to illness or emergency:
* Tests or exams missed due to excused absence from class mustbe made up within one week of the return date, after school. THESE WILL BE RECORDED AS A “Z” in the gradebook, until the test or exam is made up.

**Grading:**

* Grades will be based on an accumulation of points within specific, weighted categories.

**Summative Assessments 70%**

(IF THESE ASSIGNMENTS ARE NOT

TURNED IN, YOU WILL NOT RECEIVE

CREDIT FOR THE CLASS)

Tests

Quizzes

Extended Writing Assignments

Presentations

**Formative Assessments 30%**

Participation

Daily Work

On Demand Writing

Pre assessments

**Comments on Grading Symbols:**

Z = assignment has not been turned in

X= an assignment that has been excused

\_\_\_ = a blank space indicates that the student has turned in an assignment but it has not been graded, yet.

**Academic Progress:**

I review grades on a regular basis. Those students who have a C- or below can expect to have a conversation with me, about their progress. If the student is unable to improve the situation in a timely manner, I will call a parent/guardian regarding my concerns.

**Academic Integrity**

* **Cheating is not acceptable**, and will not be tolerated. Copying someone’s work, allowing someone to copy your work, presenting work done by others (for example, information found on the internet or in other resources), etc. will result in a ***zero*** for everyone involved. In addition, there will be a ***mandatory parent conference*** and the cheating incident will be recorded in your permanent file.
* At times, students are permitted to work on assignments in collaborative groups. The expectation is that **all group members contribute** to the work.
* If a student is merely *copying the work of others without making a contribution*, this is considered cheating and the student will be removed from the group, and may receive a zero for the assignment.

**Contacting the Teacher**

* Success in the classroom is a combination of efforts between students, teachers, and parents. I welcome any questions, concerns, or comments. Communication of both concerns and celebrations will contribute to an effective learning environment for all students.
* The first option for communication should be through the student. I will be more than happy to spend time with him/her for clarification or advice. Parents may also contact me through email jtrometter@otsegops.org or the school phone system at 692-6166 ext. 6718, and I will make every attempt to respond within a 24-hour period
* **Note**: e-mail is often the quickest and easiest method to answer simple questions and address concerns. I check e-mail both before and after school.

***I look forward to a great trimester with you!!!***