

Name \_\_\_\_\_ Date \_\_\_\_\_ Period \_\_\_\_\_

## **Expectations, Procedures, and Policies For Mrs. Jones's GMMS Students**

### **Classroom Expectations**

1. Follow directions the first time they are given.
2. Be in the classroom and seated when the bell rings.
3. Keep hands, feet, and objects to yourself.
4. Use appropriate language; no put-downs, teasing, or other inappropriate words.
5. Come to class prepared everyday.
6. Do your best, always.

### **Classroom procedures**

A) Work completion – For work to be considered complete, all parts of the homework must be complete.

B) Handing in work – Work must be handed in to the appropriate place and at the appropriate time.

C) Entering the classroom – You must enter class silently. Whispering is not allowed.

D) Moving to your seat and doing the Opener – After you have walked through the front door into the classroom silently, pick up any handouts left on the “Pick Up Here” desk. After picking up the handouts, walk to the desk that is assigned to you without talking. Take out your class binder, a pencil or pen, and any other supplies that you will need.

E) When you are tardy-If you are entering the classroom after the bell rings, you must have a note from the office or another teacher. If you do not have an excused tardy, you must sign the blue book after class. If you have missed the opener you will get a zero for that day's opener. You need to get started on what we are doing at the time quickly and without disrupting the class.

E) Working cooperatively- Everyone has a job and everyone is expected to do work. Individual responsibilities will be assigned depending on the activity and the amount of people in your

group. Students will be graded individually on the group work they do. Also, respect all who are in your group. Your job is to help each other, so please do your job.

E) Quiet signs – If the class is doing an activity but then Mrs. Jones needs that class' attention, she will use different signals to ensure that students are quiet and that the class is paying attention. Three quiet signs are the following:

a. Give Me Five: In order to get the attention of the class after group work, Mrs. Jones will hold up her hand and say "give me five." At that point you must do the following five things:

1. Stop what you are doing
2. Be silent & still
3. Eyes on Mrs. Jones
4. Listen to what Mrs. Jones has to say
5. Have your hands free to "give me five"

b. Clap it quiet: When Mrs. Jones claps out a rhythm, students in the class put down anything that they are working on, track the clapper, be still, and repeat the rhythm that is clapped. All students must be silent after they repeat the rhythm.

F) What to do when you finish class work early – Everyone works at a different pace and that is not a bad thing. If you have successfully completed your class work, check it over. Always check your work before handing it in. Again, incomplete sections and "IDK's" are unacceptable. After you have finished your work and checked it, you have two options:

a. Sit silently and wait for further instructions.

b. Take out your book and read silently. Students will not be able to go up and pick out a book from the classroom library at this time, so make sure you bring a reading book to class.

G) Handing in late work – Unless you are absent, late work is not accepted. Students who come to class without completed homework will be sent to homework club after school.

H) Movement in the classroom – Students must have Mrs. Jones's permission to get out of their seat at any time throughout the class period.

I) Sharpening pencils – Pencils should be sharpened before class begins. If both of your pencils are dull and you need to sharpen your pencil during class, raise your pencil in the air. If Mrs.

Jones gives you permission to sharpen your pencil, only then may you quietly walk to the pencil sharpener to do so.

J) Blowing your nose – If you need to blow your nose, raise one of your hands and touch your nose with the other. If we are at an important moment in the lesson, Mrs. Jones will ask you to wait. You may not leave the classroom to blow your nose.

K) Bathroom – The best idea is to use the bathroom during the break between classes. If you need to use the bathroom during class, raise your hand and ask permission. Mrs. Jones will then let you know whether or not you can go to the bathroom at that time. Any time you leave the room, you must sign out on the sign out log with the correct date and both the time you leave and return. If this is not done properly, you will receive a blue book infraction.

L) Throwing out garbage – All garbage is to be kept at your desk until the end of class. At the end of class, take your trash as well as any scraps on the ground near your desk and place them in the trashcan.

M) Getting the teacher's attention – If a student needs to speak with Mrs. Jones, that student should raise their hand but not call out with their voice.

N) Communication-Communication with Mrs. Jones is a must! Please either speak to Mrs. Jones before or after school or after class. You can also leave notes in the communication box or write Mrs. Jones an email. It is your job to keep a good line of communication with Mrs. Jones to better aid your education.

N) Required supplies – Come to class prepared with the proper supplies. You need to bring your social studies binder that includes paper and a pencil pouch with at least two writing utensils. Students are not allowed to leave class for supplies or books once class has begun.

O) End of class dismissal – Mrs. Jones, not the sound of the bell, will tell the class when it is time to get ready to go. When Mrs. Jones says "Time to clean up," that means that all students should silently gather their belongings and stand up next to their chair. When Mrs. Jones says, "Have a good day," then students may leave the classroom or talk with Mrs. Jones if they have questions.

P) Fire or other /Emergency – For emergency drills and real emergencies, we will remain calm, leave the classroom, and walk to the appropriate place as one group. As we walk together, no students should separate from the class group.

Q) Cheating policy – Cheating cheats you out of your own education. Cheating doesn't help you learn, and we are here to learn. The minimum punishment for cheating will be a zero on that assignment and a phone call home.

R) Returning student work-All graded work will be stored in your personal student folder. You can take it any time you wish.

S) If you fail a test (which is either a D or F):

- a. Must have test signed by parent or guardian
- b. Two school days to come in and retake
- c. If this is not completed, a consequence will be given

### **Classroom Policies**

1. Students must sit where they are placed on the seating chart. There are no exceptions to this rule.

2. I will take any electronic device or related item that I see or hear. Electronic devices and related items are iPods, headphones, cell phones, video game players, etc. There will be no warnings given and there is no room for negotiation. Each time I take an electronic item from you it will be left in the office. I will let you know if you may bring them to class for an activity.

3. No hats, beanies, do-rags, or hoods may be worn after you cross the door to the classroom. Each time that you have one of the aforementioned items on in the classroom it will be taken from you and held in the office. There will be no warnings given and there is no room for negotiation.

4. No food or drink besides water in a clear bottle is allowed inside of my classroom.

5. Gum is never allowed in class. Any student who is chewing gum in class will be given a consequence.

**Consequences for choosing to meet or exceed the expectations:**

1. The joy of learning
2. Verbal praise
3. Grizzly Prides
4. Jones Tickets\*
5. Positive calls home

**\*What you can earn with Tickets:**

- 2 tickets=2 extra credit points
- 3 tickets=Positive phone call home
- 4 tickets=Mrs. Jones buys you a book of your choosing

**Consequences for choosing to not meet the expectations:**

1. Verbal or visual warning.

2. Written warning (1st blue book)
3. After-class, during lunch or after school meeting with Mrs. Jones (2nd blue book)
4. After-class, during lunch or after school meeting with Mrs. Jones and a call home. (3rd blue book)
5. After-class, during-lunch, or after school meeting with Mrs. Jones, a call home and referral to the office. (4th blue book)

### **Student Binders**

Each day, students will bring their social studies binder with them to class. The size of the binder should be 1.5 inches. The contents of the binder should be the following (in order)

1. A pencil pouch with the following contents:
  - a. At least two pencils or pens
  - b. Suggested: pencil sharpener, eraser and highlighter
2. At least 100 sheets of loose leaf paper

<b>Mrs. Jones Social Studies</b>	<b>1st Quarter</b>	<b>2nd Quarter</b>	<b>3rd Quarter</b>	<b>4th Quarter</b>
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<b>Week 1</b>	Intros & Citizenship	Elections	Economics	Cold War 1950s & Korean War
<b>Week 2</b>	Government-Why we need it & types	Elections-Mock Elections	Economics	Cold War-McCarthyism
<b>Week 3</b>	Declaration of Independence	Amendments-The Bill of Rights	WWII	Cold War 1960s-Kennedy & Vietnam
<b>Week 4</b>	Constitution	Amendments	WWII	Civil Rights
<b>Week 5</b>	Constitution	Amendments	WWII-Holocaust	Civil Rights
<b>Week 6</b>	Legislative Branch	Amendments	WWII	Civil Rights
<b>Week 7</b>	Legislative Branch	Judicial Branch	WWII	1970s-American Indian Movement, Women's Rights, Cesar Chavez, Watergate
<b>Week 8</b>	Executive Branch	Judicial Branch	WWII	80's & 90's
<b>Week 9</b>	Executive Branch	Judicial Branch-Mock Trials	Cold War Begins-Berlin Wall	War on Terrorism: Iraq & Afghanistan

### **Student Acknowledgment Form**

I, \_\_\_\_\_, have received, read, and

(print student name)

accept the expectations, rules, procedures, and policies for Mrs. Jones's class.

Student signature: \_\_\_\_\_

**Parent/Guardian Acknowledgement Form**

I, \_\_\_\_\_, have received, read, and

(print parent/guardian name)

accept the expectations, rules, procedures, and policies for Mr. Hester's class with my child

\_\_\_\_\_.

(print student's name here)

Parent/Guardian Signature:

\_\_\_\_\_

**Parent/Guardian Contact Information**

This is an information sheet that will be kept between you and me. By answering the following questions, you will help me better serve your student.

Phone number during the day: \_\_\_\_\_

Phone number during the evening: \_\_\_\_\_

What is the best time to reach you? \_\_\_\_\_

Email: \_\_\_\_\_

Do you check your email regularly? \_\_\_\_\_

What is the best way to reach you: \_\_\_\_\_

**Parent/Guardian Survey**

Please answer the following questions. I appreciate your taking the time, and I am looking



forward to a great year together.

1. What are your hopes and dreams for your child?

¿Cuáles son tus esperanzas y sueños para su hijo?

2. What is special about your student? What do they do especially well?

¿Qué tiene de especial su hijo? ¿Qué hacen especialmente bien?

3. Describe the best teacher your student has ever had. What do you think they did to help your child learn?

Cuál es el mejor maestro de su hijo ha tenido alguna vez. ¿Qué crees que hicieron para ayudar a su niño a aprender?

4. Has your student been in a classroom situation in the past that was unproductive for them? Why was this situation unproductive?

Ha sido su alumno en el aula en el pasado que no fue productivo para él o ella? ¿Por qué esta situación improductiva?

5. Is there any additional information that you think is important to share with me?

¿Hay alguna información adicional que usted crea que es importante compartir conmigo?