

Mr. Houston's Classroom Rules

The Los Alisos' School-Wide Discipline Plan (found in your Binder Minder) will be strictly enforced.

Homework - All homework must be completed and turned in on the assigned day or it will be considered late.

Make-up Work - If you are absent, your assignments will be due your **second** day back to school. All assignments are given to you in advance, as well as posted on the class Web site. It is *your* responsibility to find out what you missed whenever you are absent. If you have missed several days due to an illness or an emergency, individual arrangements can be made with me. I am available before and after school should you have any questions about the assignments you missed. You may also contact me via e-mail.

Late Assignments - Late assignments will be accepted late, but it will be marked down **50%** of the total *correct* points. All missing work must be completed one week before the end of each grading period for both progress reports and report cards. After these dates, the grade will be entered as a zero and cannot be changed.

Restrooms -It is your responsibility to make sure that you use the restroom during the passing period. *Each student will be given 2 restroom breaks for each trimester without penalty.* You may only use these with the approval of Mr. Houston. If you must use the restroom and you have used both of your 2 restroom breaks, you will be assigned a tardy, which can result in a lunch or after school detention (exceptions will be made for emergencies). However, if at the end of the trimester you have not used your restroom breaks, you will receive bonus points for each one you have not used.

Tardies – If you are not inside the classroom and on your way to your seat when the tardy bell rings, you will be marked tardy. This includes sharpening pencils, throwing away trash, etc. If you stand outside the classroom and run in when the bell rings, you will be considered tardy.

Textbooks – We got *brand new textbooks* last year. These books must be used for the next 7-10 years, so I will be keeping a very close eye on them to ensure they are cared for properly. Each student will receive a textbook which is to be kept at home and used to complete assigned work. This book stays at home for the year but must be returned towards the end of the school year. *Do not write* in your textbooks. Fees will be charged for lost or damaged books.

Each student will be assigned a textbook number for classroom use. You must use only this number throughout the year. Only 5 students will use each number for the entire year. You must let me know if you see any writing or damage to the book each time you use your book. You do not want to be held responsible for writing or damage that someone else did.

Supplies – Each day you are to bring your Binder Minder, 3-ring binder, 2 pencils, 4 pens (2 blue or black, 2 red), colored pencils, a small pencil sharpener, a D.E.A.R. book, and any assignments that are due. Supplies will be checked at various times throughout each trimester. Failure to have the required supplies will result in the disciplinary action.

Seating-There will always be a seating chart assigned in this class. You are required to sit in the same seat each day—no exceptions. Seating charts will be changed throughout each trimester so that everyone will have an opportunity to sit in various parts of the classroom.

Important – If you have some reason that requires you to be seated in a particular part of the classroom, be sure to discuss this with me so that arrangements can be made. You are to remain in your seat at all times. If you need to get up for any reason (except emergencies), you must hold up your hand to get permission before leaving your seat. This goes for sharpening your pencil, getting books, throwing away trash, etc.

Computer Lab – Any inappropriate behavior in the Computer Lab will result in your expulsion from the lab. Using the computer lab is a privilege, not a right. If you are not permitted to use the Lab, you will be required to do the work elsewhere, or you will receive a “No Credit” grade on the assigned work.

Graffiti – No markings are to be made on any school property. If your desk is found to have writing or other marks, you will be assigned the task of cleaning all the desks in the room. Defacing of school property will result in having to pay for the damages caused. This also applies to textbooks.

Teacher’s Desk – At no time are you to be around the teacher’s desk when I am not present. You may not read any materials found on the desk, you may not touch or remove anything from my desk, (this goes for pens, staplers, etc). I would not go through your personal belongings, I expect you to respect my privacy as well. If you want to see or use something on my desk, you must ask first.

Please sign and date below showing that you understand these classroom rules. You must show these rules to your parents, have them sign, and return both pages to me by the next class period.

STUDENT STATEMENT:

I have read all the classroom rules and expectations and I understand that if I maintain them I can expect satisfactory and passing grades. If I do not maintain them, I can expect unsatisfactory and failing grades.

(Date)

(Student Signature)

NOTE TO PARENT:

Please review and discuss these classroom standards with your Los Alisos student in order to avoid misunderstandings. Your support and cooperation are greatly appreciated. Please sign below and return with your child.

(Date)

(Parent Signature)