Dear Students and Parents,

I want to welcome you to Elizabeth High School and Integrated II.

* The easiest way to get in touch with me is by email. gzander@esdk12.org
* Please include your full name, class and the block I have you (or your student), so I can make sure I provide you with the correct information.
* You can also find items on Google Classroom.

Classroom Expectations: Expectations can be summed up in two words:

Respect and Effort

* It is expected that students will interact respectfully with each other and their teachers.
* It is expected that students will come to class prepared, complete all assignments, participate in class activities, and give their best effort.

Students Expectations:

* **Participate in classroom activities**
* **Complete each daily assignment**
* **Prepare for tests and quizzes**
* **Be responsible for work missed when absent**
* **Ask questions and get help as soon as the need arises**

Class Supplies

* **Pencils**
* **TI Calculator – at least a Scientific model, but if you would like to purchase one that will take you through high school and into college a TI-84 or TI-83 Graphing Calculator**
* **Spiral Notebook – at least 70 pages both lined and graphing**
* **3 – Ring binder – at least a 1 and ½ -inch to 2 -inch**
* **Folder that can be hooked into the 3-ring binder**

Grading Policy:

70 % Assessments

20 % Prep Work

10 % Citizenship

Assessment - - Tests, Quizzes

Prep Work - - Homework, Classwork, Review Assignments, Team Tests

Citizenship - - Collaboration, Participation, Teamwork, Warm-Ups, Class DoJo Points

Textbooks

* Textbooks will be checkout to each student. As these are soft cover books I am requiring a 3-ring binder, see above for details.
* If a student would prefer to use the online version instead they can purchase the e-book for $20 on CPM.org

Homework Policy:

* It is expected that student will complete all homework assignment before the due date.
  + See Cheating and Late policies below
* Students have until the day of the Chapter Assessment to turn in any homework from that chapter for credit.
* Students will grade their work so that they can see if they got any incorrect. Students are allowed, and encouraged, to make corrections on textbook assignments. The worksheet assignments are mostly done in class where students can ask questions while working.
* Homework from the textbook is submitted digitally through Google Classroom.
* Each homework assignment is worth up to 5 point.

Assessments:

* + All Chapter Assessments are Cumulative.
  + There are two types of end of the chapter assessments:
    - The Team Test-this is used as a review opportunity and a group grade is earned and entered into the Prep Work Category of a student’s grade.
      * Retakes or corrections are not done on the Team Test but if a student earns a higher score on their Individual Assessment, that score will replace the student’s Team Test score.
    - The Individual Test-this is an opportunity for the student to show what they know. The test contains about 60% previous materials that can come from any of the chapters see throughout the school year and 40% new material that came from the current chapter we are working on.
* Corrections can be made on the Individual Test
* But if a retake is wanted this can only if :
  + Corrections to the test have been done and checked by me.
    - I encourage students to do their corrections with me so I can fix any mistakes that might come up.
  + The student has done at least 50% of the homework from the chapter and the work is submitted to Google Classroom before the day of the test.
  + Also any work submitted must have at least 75% of the assignment done with the following showing:
    - Information from the original problem
    - Work on how the problem was solved
    - Answer to the problem

Cheating Policy:

* The building cheating policy will be followed
  + If a student is caught cheating on an assignment or assessment, the student will have two school weeks (10 school days) to redo the assignment or retake the assessment during the student’s Study Hall, Cardinal Ground School, or after school.
  + Once I have graded the new assignment or assessment the student will only earn 25% of their new grade. For example, if the assessment is worth 100 points and the student earns a 75% on it, the score entered into the gradebook will be 18.75%.

Late Policy:

Building Wide Policy:

* Unless previous arrangements have been made, **ALL** work not turned in on its due date is considered late, if the student was present in class.
* Late work turned in **ONE** class day late will receive up to 75% of the total possible points for the assignment.
* Late work turned in to the teacher by the end of the unit, or within two weeks of the original due date (whichever is shorter), will receive up to 50% of the total possible points on the assignment. After that, a **ZERO** is recorded for the assignment.
* There may be exceptions to this policy if the student emails the teacher before the assignment is due and explains any extenuating circumstances causing the student to miss the due date.
* Regarding long-term project or assignments, given three or more weeks before the due date, late
* work will not be accepted.

How the late policy works in my classroom:

* An assignment is marked “L” for late in the gradebook for the following reasons:
  + It has been one day since the assignment was due and it still has not been turned in
    - Not turned into Google Classroom by the due date (for textbook work assignments).
    - Not turned into table folder by the due date (for worksheets and in class assignments).
* An assignment is marked “M” for missing in the gradebook for the following reasons:
  + It is between one day late and two week from the original due date since the assignment was due and it still has not been turned in
    - Not turned into Google Classroom by the due date (for textbook work assignments).
    - Not turned into table folder by the due date (for worksheets and in class assignments).

Attendance:

* The school policy regarding attendance and being tardy will be strictly followed.

Cell Phones and Earbuds or Headphones

* Cell phones can be disruptive to the learning environment. Right now the policy is, out of sight. This can be in either a pocket or backpack, backpack is preferred.
* Students may exchange their phone for one of my classroom calculators if they do not have theirs.
* Students have until we begin talking about the warm-up to put their ear buds or headphones away.
* When it is their time they may then have their phone, ear buds or headphones out.

Getting Help

* I am available before school starting at 7:30 am
* After school until 5 pm
* They can get a pass in the morning to come in on during their Cardinal Ground School.

Contact Information:

Email address: gzander@esdk12.org