

Mrs. Clark's Class Procedures

Classroom Science Folder

- Folder with pockets & lined paper!
 - Bell work
 - Write the date, question and answer.
- Headings on papers
- ALWAYS write your first and LAST name, class period, and date in the top RIGHT hand corner of every paper!!!!!!!
 - Points will be deducted every time you do not do this!

Hall Passes

- You will be given 3 hall passes on a hall pass card each quarter. You must have your hall pass card in order to use a hall pass.
- You will receive 2 extra credit points for each hall pass you do NOT use at the end of each quarter!

Beginning Class

- 1 When the bell rings, you should ALREADY BE IN YOUR ASSIGNED SEAT! If you are not, it is considered a tardy!
- 2 Read the date and objective on the board.
- 3 Write the DATE and bellwork question in you journal. Then in complete sentences, answer the question!
- 4 When finished, sit quietly until class starts!
- 5 Bell work for the week is due every Friday. (5 points per day or 25 points per week)

Assignments

- Assignments given in class each day are always due the following day.
- I will randomly stamp completed assignments at the beginning of each class.
- You will keep all assignments for each unit in your journal.
- At the end of each unit, all assignments will be organized into a unit packet. You will use this packet to study for your tests!
- If you have assignments that are not stamped, you will lose points.
- You will still receive 8 out of 10 points if you finish the assignment without a stamp.

Rewards

- When you are following the rules, procedures, are on task, show kindness or service to others in class you may receive a good behavior ticket or candy.

Pencil -If you need a pencil you will have to provide some type of collateral.

Passing Papers

- When handing in papers, stack them neatly all facing the same direction. Papers go into the “IN BOX”. Do NOT turn in assignments in the Missing Work Box! They will not get graded and recorded!
- After assignments are graded, they will be passed back to you. You need to keep all assignments until packets are turned in for that Unit.

Cell Phones/Electronic Devices

- Cell phone use is not allowed in class unless stated by me. We will use them sparingly for assignments, research or review.

Mrs. Clark’s Personal Area

- Please do not go into, or touch anything in my personal areas!
- Personal areas include my desk, cabinets, fish tank, demo table, bulletin boards, posters, computer and the back room!

Missed Assignments Calendar

- If you have been absent, it is your responsibility to check the classroom calendar to find out what you missed.
- Below the calendar is the “Missing Work Box” with the daily assignments.
- You are responsible to pick up your own work the day of your return!
- This work is due the following day.
- Most work will also be available to print off from my class site, mrsclarkscience.weebly.com
- A “No Name” folder can be found in the “Missing Work Box”.

Cooperative Learning Groups

- You will be placed in groups and will be expected to respectfully work with others. (These groups will change on an as needed basis).
- When you use the materials containers or dry erase boards always use the # that is the same as your table and lab #!!!

Lab Rules

1. NO HORSE PLAY!!! Basically, if you are doing anything that you should NOT be doing, you are horse playing!
2. DO NOT TOUCH OR PLAY WITH THE GAS LEVER!!! You will receive a zero on the lab assignment and lose your lab privileges for the remaining of the quarter.