

**"If a nation expects to be ignorant and free in a state of civilization, it expects what never was and never will be."**

**--Thomas Jefferson to Charles Yancey, 1816. ME 14:384** "Thomas Jefferson on Politics and Government: No. 30 – Educating the People." *University of Virginia*. n.d. August 13, 2010. Web. *Public education, free and available to all, is essential to the future of our democracy. In my classroom, I teach every day with an eye to the fact that you will all be citizens of the United States and the world, and I believe, as Jefferson did, that we cannot maintain our freedoms without an educated, responsible citizenry. This core belief influences everything, including my grading policies.*

*Please note: I do not accept late work for any reason.*

For me, the final grade in every class reflects your (percentages subject to change):

- ❖ participation: often this includes classwork, group work, material we need for you to actively participate every day, etc. Writing drafts are counted in this category. **(15%)**
- ❖ practice: work here includes classwork, homework, group work, etc, where I am asking you to practice a new skill or set of skills **(15%)**
- ❖ process: higher level thinking that requires you to reflect, process and synthesize materials we are studying: open ended questions, reflections, "journals," classwork and group work/presentations, etc. **(25%)**
- ❖ proficiency: tests, projects, other assessments, presentations, etc. Individual criteria will follow for each assignment. **(45%)**

*Please note that work done in the first three categories, if it is complete and done in a good faith effort, your grade on those assignments cannot fall below a B. The percentage weighting is always a work in progress and may need to be adjusted as we proceed to most fairly reflect the work we do together.*

*For absences, I adhere to the school policy, so make sure you know and follow that. It is your responsibility to check the website, check with me, etc. to make sure you have all you need. Be proactive –talk with me.*

Ways I can help you...

*work on time management problems* - Work must come in on time, during the period that it is due. **I do not accept late work, but I am happy to work with individual students prior to a due date to adjust due dates as appropriate. Please come talk with me.**

To help you work with time management, I will give you coupons, one that puts off one of the day to day assignments and one that puts off the due date for a project for three (3) days. These coupons are for you to use when you've run into trouble finishing the reading or finishing a project (and haven't negotiated a new deadline with me prior to the due date). Each coupon has some exceptions (read the coupons) and you are responsible for making up the work within the three days or the grade will be a zero. You are also responsible for keeping track of the coupons (I won't replace lost coupons, and I don't necessarily keep track of whether you've used yours.). At the end of the term (or semester for students taking a class for Honors credit), if you haven't used your coupon(s), you can turn them in for an extra 100 % participation grade.

*clarify what's expected of you:* I post most work on my website, so check there first. For the most part, I am available three mornings a week (starting at 6:30). If I receive an email from you, **I will** respond, so **make sure** you check. **Often**, I'll respond in the morning *before you leave for school*. If you haven't heard from me, you should assume I did not get your email, so you need to find help elsewhere (check the website, get in touch with a classmate, etc.).

*give you a way to turn in papers you cannot print, or long term assignments when you're absent:* You can email papers to me or share in Google Docs. Always copy and paste the paper into the email AND **attach it as a WORD document**. I will email you back if I receive it, so if you do not hear from me, I do not have it (that means you need to seek an alternate way to get the assignment to me). *If you attach it in a form I cannot open (and you haven't pasted it into the email), I cannot count the assignment.*

*help you to understand what you haven't mastered yet:* I am available before and/or after school two days most weeks. I can help you work on your papers, clarify what we've worked on in class, answer questions and wrestle with issues. Please come see me in C215.