



Mrs. Bartschi's Classroom Expectations:

1. **Entering the Classroom:** Students are expected to begin the warm-up posted on the board once they have settled in their assigned seats quietly and calmly. Once the warm up is completed, students should review class materials and wait for class to start. Warm ups will be submitted as a part of the minor grades.
2. **Leaving the Classroom:** Students are expected to leave the classroom the way they found it. Chairs should be returned to their original position and pushed in under the desk. Any wrappers or trash should be placed in the trash can and not left on the desk or floor. Students should not leave their seats or line up at the door before the bell rings.
3. **Items not allowed in class:** Students may not spray anything in Mrs. Bartschi's classroom. This includes but is not limited to: body spray, deodorant, and spray hand sanitizer. Students may not eat during class or chew gum. Any accommodations regarding this must be discussed with Mrs. Bartschi and a parent note may be required. If drinks are brought into class, students should put the drinks in their backpacks or in the back of the classroom.
4. **Announcing Quizzes, Tests, or Assignments:** Students should expect that all classwork will be graded. Major assignments (projects and end of unit assessments) and quizzes will be announced at least two weeks in advance. Important dates will be posted on Google Classroom as well as on Mrs. Bartschi's website (<https://sites.google.com/greenvilleschools.us/mrs-bartschsis-site/home>)
5. **Graded Work:** Grades will be posted online in Google Classroom and Backpack. Grades will typically be posted in Google Classroom throughout the week and then posted in Backpack at the beginning of the following week.
6. **Tutoring:** Tutoring is offered by appointment and can be scheduled through email or by talking directly with Mrs. Bartschi. Tutoring times are scheduled in 25 minute increments before or after school (8:10 - 8:35 or 3:50 - 4:15). For after school tutoring, students who do not arrive by 4pm forfeit their session and must schedule a new time to come in.
7. **Contacting Mrs. Bartschi:** If you have questions or concerns, please contact Mrs. Bartschi as soon as possible. You can reach her at cbartschi@greenville.k12.sc.us or discuss questions and concerns in person.
8. **Taking Attendance:** Students will be marked tardy if arriving after the bell rings. Students will be marked tardy unless they bring a pass. When arriving tardy, students must sign in at the Tardy Kiosk. If students notice they are accidentally marked absent, they should notify Mrs. Bartschi immediately in person or through email.

9. Turning In Assignments: Online assignments will be turned in on Google Classroom. It is important that students check that they are turning in the correct assignments in the way it is supposed to be turned in. Assignments turned in incorrectly will not be graded unless resubmitted and will be treated as late work if resubmitted after the due date.

10. Late Work: There will be a penalty 10 points off a day - on the 5th day and beyond it is a 50. Late work will be defined as the student who attended class and failed to submit a required assignment, not when a student is absent. Day is defined by class period. For example, If a student is present in 1st and 2nd, but absent 3rd and 4th, these would fall under the absent definition. Grade on late work is based on grade earned (grade earned - late penalty = final grade). This policy applies to major and minor grades. Student absences that are excused, unexcused or related to discipline are not affected by this policy as they can turn in work for no penalty if done in a reasonable timeframe upon their return according to GCSD board policy.

Missing work will be indicated in Backpack the day it was due. There will be a flag that indicates the work is missing and a comment will indicate the last day a student can submit work for full or partial credit depending on the circumstance.

11. Absences and Makeup Work: Students are responsible for finding out what they missed. Students are encouraged to email Mrs. Bartschi, talk to classmates, *and* check the Google Classroom. Slides are posted in Google Classroom each day there is new content.

- **Daily classwork assignments that are posted along with the day's slides do not need to be submitted if a student is absent;** however, students are responsible for reviewing the slides and understanding the missed content. The weekly grade will be based on the assignments the student was present for, as applicable to the class.
- **Minor assignments are posted separately from the daily slides and must be submitted,** even if a student is absent.
- **Major assignments and quizzes must be made up.** Students must arrange a time to come before or after school to complete the missed assignment or quiz.

Makeup timeline: According to school policy, "provision for the makeup of school work missed during lawful absences shall be worked out with the teacher concerned at the earliest time possible, but the time should not exceed five (5) days after the student returns to school. Makeup of school work missed during unlawful absences may be approved only with permission of the principal after consultation with the teacher(s) concerned."

12. Bathroom Procedure:

1. Get permission from Mrs. Bartschi to leave, hand her a **filled-out** bathroom slip completely filled out (name and date), and scan out using the Tardy Kiosk.
2. Take the yellow bathroom pass and go to the restroom.
3. Scan back in with the Tardy Kiosk and return the bathroom pass.

Bathroom Rules:

Only one student may use the restroom at a time.

Students are expected to use the H hall bathrooms only.

Each student may leave class for the restroom once per day.

The bathroom pass must be worn around the student's neck in addition to their ID

Students may **NOT** use the restroom during the following:

- The first 10 minutes of class
- The last 10 minutes of class
- Active lecture/lesson time

Students will get 5 bathroom slips per semester.

If a student needs additional passes, they may come for at least 10 minutes of tutoring (please schedule with Mrs. Bartschi)

**if there is a need to break any of these rules, students should communicate the issue*

13. Going to the nurse:

- a. **Non-emergency cases:** Students may go to the nurse during the same times they are allowed to use the bathroom. Students should ask permission to go to the nurse in non-emergency cases. After receiving permission, students should scan out using the Tardy Kiosk, take the pink pass, and go to the nurse. When students return from the nurse, they should scan back in with the Tardy Kiosk and return the nurse pass.
- b. **If it's an emergency:** Students should notify Mrs. Bartschi that there is an emergency and head to the nurse. The sooner students communicate there is an issue, the better it is for everyone.

14. Phone/Personal Device Policy: Per South Carolina Law, phones and other personal devices (including but not limited to earbuds, smartwatches, and ipads) are not to be seen at any time at school. School policy regarding personal devices will be enforced. If personal devices are seen at school, students will be asked to put up their device and will receive a referral.

15. Technology Use During Class: Students are expected to use the computers provided by the school during class. Students are required to sign into Chrome using their school account and only their school account.

16. AI Tools and Other Technology:

AI and other technology are tools to support learning and **should not do work instead of the student**. AI-generated work or copied content should never be submitted as student work. School devices should not be used for any activity that would be inappropriate or not allowed in our classroom or at school, including games, websites, messages, or content that is violent, offensive, or otherwise violates school expectations. **Students should not not submit work that is directly copied and pasted from AI or any other source.** Any work turned in should reflect the student's understanding, effort, and learning.

Please see the academic honesty policy for more information. If there are questions about what is or is not allowed, always ask!

17. If a Student Needs Help: Students are encouraged to ask questions throughout class, whether it be during lessons or when working on assignments. Students are expected to raise their hand when they have a question. If students have questions outside of class, they are welcome to email Mrs. Bartschi or speak to her in person during posted tutoring hours.

18. Working in Groups: There will be many opportunities for collaborative work in class. Students are expected to be respectful of each other during collaborative work. If issues arise when collaborating, students should bring the issue to the attention of Mrs. Bartschi.

19. Grading Breakdown: 60% Major Assignments, 40% Minor Assignments
Projects and tests will be graded as major assignments. Class activities, quizzes, labs, warm ups, and understanding checks will be graded as minor assignments

20. Grading Scale: **A** = 90-100 **B**=80-89 **C**=70-79 **D**=60-69 **F**=50-59

21. Classroom Rules:

Rule #1	Show respect for school and personal property.
Rule #2	Come to class on time and ready to learn.
Rule #3	Treat all people in class with respect.
Rule #4	Keep hands, feet, and objects to yourself.

22. Consequences: If there are issues following the class rules and expectations, consequences will occur in the following manner:

According to school policy, immediate referrals will be given for major behavioral issues such as: fighting, bullying, profanity, lying, cheating, stealing, harassment, gross insubordination, etc.

Consequences	
1	Verbal Warning
2	Parent Contact
3	Referral

23. Class supplies:

Students are expected to have the following every day:

- **Writing Utensil** (pen and pencil)
- **Paper** (Loose leaf, spiral notebook, composition book, ect)
- **Folder or Binder** (Students will need to keep track of notes and paper assignments!)
- **Chromebook** (charged)

Mrs. Bartschi Fall 2026

Due August 18th

ACKNOWLEDGEMENT: I have reviewed the course syllabus and expectations and I clearly understand it and will abide by it. I understand that the syllabus is always available to reference throughout the school year through Mrs. Bartschi's website:

(<https://sites.google.com/greenvilleschools.us/mrs-bartschsis-site/home>)

Student Name: (Print) _____

Class and Block: _____

Student Signature : _____

Date: _____

Parent Name: _____

Parent Preferred Contact Method: _____

Preferred email and/or phone number: _____

Parent Signature: _____

Date: _____

Please provide any additional information Mrs. Bartschi should be aware of on the back.