

CLASSROOM RULES AND PROCEDURES - Ms. Kalteis

The following information describes the classroom procedures and course expectations for students enrolled in this course.

1. ATTENDANCE

School procedures will be followed. You are expected to be in class, on time, everyday that we meet. If you are not in class, please check the syllabus linked in Canvas. If your absence is unexcused, you will not be able to make up any work.

You will be marked tardy if you are not in the classroom when the bell rings and detentions will be issued accordingly.

2. CLASS MATERIALS

Pencil and/or pen, handouts, and a notebook to take notes.

3. EXTRA HELP

Available if requested. I have office hours as needed. Please reach out to me through Canvas or at angkal@d219.org to schedule extra help. A day's notice is necessary.

4. MAKE-UP PROCEDURES

If you are absent, it is your responsibility to turn in missed work, the instructor will not ask for it. Please check the syllabus and ask for all missed notes and anything discussed.

5. TESTS/QUIZZES

Quizzes and tests will be announced in advance.
Handwritten notes can be used on tests.

6. CLASSROOM RULES

Please be on time. Please be respectful during demonstrations, presentations, and lectures. Keep everything appropriate at all times; inappropriate behavior will be reported to parents and deans.

7. HOMEWORK and ASSIGNMENTS

Homework and assignments will earn full credit when turned in on time. For every day the assignment is late, 1% will be deducted, with 65% being the lowest grade a late assignment can receive. All work must be turned in by December 12th at 3:30pm for 1st semester and by May 15th at 3:30pm for 2nd semester. Missing and/or incomplete assignments will receive 50% to be entered in at the end of the semester.

If you turn in a paper assignment late, please hand it to me -- DO NOT SET IT ON MY DESK.

If you turn in any assignment that you missed when you were absent, please add a comment in Canvas letting me know what dates you had excused absences (so you don't lose any points!)

8. GRADING

89.50% and above = A

79.50% to 89.49% = B

69.50% to 79.49% = C

59.50% to 69.49% = D

Final Exam is worth 15% (Subject to change)

Extra rules:

No phones. Phones need to be put in the phone caddy at the beginning of class each day. I will take attendance based on the phones present.

Automatic one hour detention if I see it out.

No earbuds/headphones - Automatic one hour detention.

No food or drinks except for water.

No bathroom for the first 10 minutes of class.

Bathroom one person at a time.

No video games ever (not even 2048, Wordle, Snake, or Games in the Google Logo)

Automatic one hour detention