School Phone: 317-844-7426 E-Mail Address: jroloff@ccs.k12.in.us

# Materials Needed

Students are expected to come to class prepared and organized with the following items:

\*Notebook (for journaling) \*Librito – handed out in class

\*3 ringer binder (highly recommended!)

# Expectations

1. **BE ON TIME.** Be in your seat when the bell rings or you will be marked tardy.
2. **BE PREPARED FOR CLASS.** This includes having your book, paper, pen/pencil, and your homework completed at the beginning of class.
3. **BE ENGAGED**. Use Spanish, participate in class discussion, work with supplemental materials, practice on-line, seek help from peer tutors.
4. **BE *RESPECTFUL* OF OTHERS AND THEIR PROPERTY.**

**Tardiness:** Attendance and tardy procedures will follow the Tardiness Policy in the Pathways handbook (pg. 8).

**Technology Use** iPads, laptops and cell phones are permitted in the classroom, BUT are to be used solely for the purpose of participating in learning activities with my instruction. If I see it used inappropriately, I will take it for you to pick it up at the office at the end of the day. Upon the second offense, I will assign a detention

Homework Policy: Homework needs to be turned in on the due date. Late work will receive half-credit. Once we have been quizzed or tested on the material covered by the homework, I will not accept late work.

Make-up work: Missed homework assignments are your responsibility and should be completed in the same amount of time you were absent. (i.e.: if you were gone one day, you have the day you return & an additional day to complete it). Tests and quizzes should be made up within one week of absence.

Please be advised that I will not pursue you about your missed work, tests, or quizzes; you are 100% responsible for your own make-up work.

Re-takes: You are allowed to re-take QUIZZES within *one week* after the quiz date. Before re-taking the quiz, you must come in before or after school to study for 30 minutes. For TEST re-takes, you must have all homework assignments from the unit completed and come in before or after school to study for one hour.

**Evaluation:**

* **Summative work (i.e. Tests) 90%**
* **Formative work (i.e. homework): 10%**

**Grading Scale:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 93-100 A | 87-89 B+ | 77-79 C+ | 67-69 D+ | Below 59 F |
| 90-92 A- | 83-86 B | 73-76 C | 63-66 D |  |
|  | 80-82 B- | 70-72 C- | 60-62 D- |  |

**Cheating**

The school's cheating policy is as follows: Cheating and plagiarism compromise the integrity and character of students and does not align with the mission and philosophy of CHS. Academic dishonesty occurs when a student engages in any behavior or uses any unauthorized device (including but not limited to cell phones, calculators, and other electronic devices) which gives the student an unfair advantage or represents another person’s work as his/her own. Examples of these behaviors include, but are not limited to plagiarism, talking during assessments, using cheat sheets (paper or electronic), looking at or copying another student’s work, and/or relaying information to students in other classes about specific information covered in that class. The penalty for cheating will follow the Sequence of Disciplinary Procedure as outlined in the student handbook.

\**USING GOOGLE TRANSLATE COUNTS AS CHEATING!* Check **WordReference.com** or ask me if you want to know how to say a word or phrase that we have not used in class.

 