

## STANDARDS

Stapley Junior High School has adopted four attitudes for success: TRUTH, TRUST, RESPECT, and RESPONSIBILITY. The following school rules and standards will apply in this classroom. These standards will be more fully defined, discussed, and demonstrated in class.

### SCHOOL AND CLASSROOM RULES

1. Be on time.
2. Be prepared to study and learn.
3. Participate positively and work to learn.
4. Follow teacher directions, class rules, and procedures.
5. Show respect to the teacher, other students, and yourself.
6. Follow all other school rules.

### CONSEQUENCES

Choosing to follow the above rules will result in positive consequences; whereas, an infraction of any of the above standards will result in one or a combination of the following consequences:

- Verbal reminder of the standard
- Conference with the teacher
- Parent involvement
- Isolation from the class
- Teacher-assigned detention
- Behavior/Academic contract
- Work duty
- Consultation with a counselor
- Referral to administration

SEVERE CLAUSE: Any offense deemed serious enough by me will result in immediate referral to administration.

## PROCEDURES

### GRADING POLICY

Each nine-week grade is assigned as follows: 90% - 100% = A; 80% - 89% = B; 70% - 79% = C; 60% - 69% = D; 59% and below = F. Because AA is a weighted course, grades will not be rounded. (Ninety per cent is the minimum for an A, etc.) For the same reason, no extra credit will be offered to AA students. The semester grade is the average of the two quarters. There will be no test retakes other than designated grammar tests.

Grade reports showing students' current grades will be sent home with them every two weeks. These reports are for your information only and do not need to be returned to me unless I have specifically requested so. In addition, grades may be accessed online by visiting my web page at [www.mpsaz.org/c3staple/jumiller/index.html](http://www.mpsaz.org/c3staple/jumiller/index.html) Students will receive their password in class within the first two weeks of school.



### **LATE WORK**

Late work includes any work that is not completed by the due date or that demonstrates a lack of quality because it is incomplete or obviously not the student's best work. **Late work cannot be accepted** – with one exception. Each student in ninth grade English will be allowed one late assignment per quarter. This allowance is designed for that rare occasion when a family or extracurricular commitment honestly prevents the student from getting an assignment done on time.

### **MAKE-UP WORK**

If the student has an excused absence, she or he will have one day for each missed day to complete the missing work. It is the student's responsibility to find out what was missed before or after class, **NOT DURING CLASS TIME**. There is a make-up calendar in the classroom that students may refer to on their return. Missed tests or quizzes must be made up before or after school within the same time period of the length of the absence ( i.e. If a student is absent one day, the test or quiz must be made up the day of return). **If the test or quiz is not made up in this time period, the score will be a 0 and the student will not be allowed to make up the test or quiz.**

Students will be filling out a calendar of daily class activities and assignments on the first day of each week. There may be some changes in the activities to allow flexibility, but this should be helpful in planning study time and extracurricular activities throughout the week.

### **EXTRA HELP?**

I am usually available before or after school for extra help. To ensure my presence, making an appointment beforehand would be prudent.

## **REQUIRED MATERIALS**

Students must bring the following materials to class **every day**:

- 8 ½" x 11" **white** paper (**no spiral paper**)
- A pen (blue or black ink **only**) and a pencil (sharpened **before** class)
- A colored pen (other than blue or black)
- An English notebook (folder or binder)
- A spiral or bound notebook (about 100 pages/ college ruled)
- A folder with pockets and clips (for classroom portfolio)
- Homework (stapled and ready to turn in before class begins)

