**STUDY SKILLS - CLASSROOM RULES & GRADING POLICY FOR O.R.H.S. Mrs. Griner 916-933-6980 #3999 Room P-14**

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EVERYDAY IN CLASS WE WILL BE USING AND/OR SCORING:

1 - **Study Skills Lesso**n**s Page**, paper, pencil and pen

2 - All **Class Summaries** for current week signed by **PARENTS** and **TEACHERS**

3 - **School work to finish or study or have Tutor check**

You are advised to keep ALL assignments and paperwork. Your Finals are OPEN NOTES.

**BE PREPARED** - **EVERY DAY** the weekly **CLASS SUMMARY Packet**, **HOMEWORK** to work on or study. **Pencil** and **Pen** are **required EVERY DAY**. The Summary packet should be out on the desk and ready for your Tutor to check. Always have at least 45 minutes of work from other classes with you. There is a 5 point penalty for leaving class to go back out to your locker to get work. The last 15 to 20 minutes will be the day’s mini-lesson.

**BE PROMPT** - The Bell signals the beginning of class time. Be in your seat and ready to start when the bell rings. 1 to 10 minutes late to class is a “TARDY” and the 4th one will earn a detention. If over 10 minutes late you will need to go to the office to get a pass into class. If you are detained by another teacher or the office, you must bring a note or the tardy will not be excused.

**BE POLITE** - Polite behavior and respectful speech is required and expected toward all in this school. Bullying, harassment or rudeness to the teacher or your fellow classmates carries consequences. Rudeness can take on several forms, i.e. holding a conversation instead of listening to class instructions, lecture, interfering with another student’s ability to pay attention, etc. One warning will be given, if behavior resumes a referral will result.

**PAY ATTENTION** - Seating is assigned by instructor. The first 40 minutes will be spent on assignments from other classes. You can work alone quietly or work with a class tutor. Instructor will check your Class Summary packet and sign off for the day if completed. During the last part of class, we will have a Mini lesson in study skills during which notes will be taken.

**DAILY CLASS POINTS** - Being **PREPARED** to **PARTICIPATE** in our daily procedures is VERY IMPORTANT to your grade. Twenty points are earned everyday by using your time wisely: 10pts for staying on task - 5 pts for SS paperwork done - 5 pts for being on time.

**SUPPLIES** - **Homework, class book, binder paper, pen and pencil** are needed in class every day. A folder with side pockets for STUDY SKILLS will be provided to help remember it is needed everyday.

**GRADING - All scores are weighted. Fall & Spring semester grades are separate.**

✰**Late assignments will lose 10 to 50% of earned points**

**30% = Class Summary Packets are checked and GRADED EVERY DAY**

**40% = Participation & Use of time in class**

**30% = Mini Lesson Assignments**

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| --- | --- | --- | --- | --- |
| A = 100% - 90% | B = 89% - 75% | C = 74% - 65% | D = 64% - 50% | F = 49% - 0% |

**ABSENCES**

★It is **YOUR** responsibility to use class work time to make up Mini Lesson Notes**. BE SURE TO FILL OUT THE DAYS YOU ARE ABSENT IN ALL CLASSES!!**  This will help you keep from missing out and falling behind. If you are absent on a Friday - be sure to come by the classroom to get a new Weekly Packet for your Monday classes or print it off my website. At the end of the week I will post the Mini Lesson notes on my website. If you are absent or lost a page - you can **hand copy** my notes, no printing off my notes for a score.

**CONSEQUENCES**

1. Most students in here were recommended by their last school as students who will do very well in high school but need some help with study skills and in getting organized. That’s what we do in here so problems seldom occur because we all enjoy getting homework done and a helping hand from tutors.

2. But not bringing something to work on or being disruptive or disrespectful will result in immediate removal from the classroom and sent to the office with a referral A phone call and/or email to parents will follow.

✰Bathroom passes - One bathroom pass is available each month.

✰Careful, discrete nibbling is allowed during class time. **MUST CLEAN UP ANY MESS.**

✰You are expected to continue working quietly until the last 1 minute of class. After that, you can get your belongings packed up.

✰ Cell phones must have all volumes down to zero and placed face down on desk. Cell phones may be used **ONLY WITH PERMISSION EACH TIME to consult a teacher’s website.**

✰ **REMAIN AT YOUR SEAT UNTIL THE BELL RINGS.**