

## Policies and Procedures of Room 229

**Be Prepared   Be Polite   Be Prompt   Be Participatory   Be Productive   Be Psyched   Be Patient   Be Positive**

☺ **“Good students and a good teacher make a good class.”** ☺

### ***Be Prepared***

- **Required Class Materials:** notebook, pen, loose-leaf paper, folder, book (or assigned reading material), Chromebook, homework
- Brains and enthusiasm ☺

### ***Be Polite***

- **Rudeness** toward a classmate, a visitor, a substitute, or the teacher will **not** be tolerated. There will be consequences.
- **Complaints:** if you have a complaint about someone or an assignment, please feel free to see me during my free time before, during, or after school. However, in-class complaints are not appropriate. You may email me as well.
- **Group Work:** cooperation and compromise are key to successful group work even if you don't get along with your group members. Remember the real world doesn't care if you are friends; it just wants quality work. However, if there is a real problem, please inform me.

### ***Be Prompt***

- You will be given a daily grade for class participation and preparedness; therefore, attendance counts. If you are going to be late, get a pass (It's not fair to waste the teacher's time or other students' time if activities must be repeated because you were late).
- If you need to use the restrooms and you think you won't have time enough between classes, see me first
- Just as your time is valuable, so is mine. Please hand work in on time. All work must be your original work--no AI is acceptable.

### ***Be Ready to Participate and Be Productive***

- Participate in all class activities 2-3 times a day. Cooperation, politeness, and taking turns is required.
- Be open-minded to new ideas and learning strategies. Be accepting and respectful of others' ideas, beliefs, and work.
- Keep comments and discussion on-task and school-appropriate always.
- Do your best ALWAYS. You expect my best; I expect your best.
- Help others when you can.
- Be attentive in class.
- Be quiet when needed and noisy when needed.
- Do your homework and group work.
- Listen to each other. You all have a say!

### ***Be Psyched***

- If you are excited and participatory, it will be easier for classmates and your teacher to be interesting.

### ***Be Patient***

- Things are weird this year. Have patience with technology, each other, and your school officials. They are doing their bests.

### ***Be Positive***

- Martin Luther King, Jr. said, "Darkness cannot drive out darkness; only light can do that. Hate cannot drive out hate; only love can do that." The more positive we remain, the more we will learn and grow.

**All school-wide behavioral rules apply. In emergencies or if you have questions about an assignment, call me at 607-263-5765 (home) or e-mail me at [jwaffle@morriscsd.org](mailto:jwaffle@morriscsd.org) (school)**

### ***The Teacher***

- Will be prepared, organized and provide examples when appropriate (including putting updated materials on-line regularly)
- Will be as challenging, interesting and humorous as possible and will offer choice as much as possible
- Will be fair to all students (i.e. hold all students accountable to the same standards—DO YOUR BEST)
- Will be positive and open-minded to appropriate new ideas if presented in an acceptable manner
- Will be available for help and tutoring by request. (Make an appointment).
- Will be honest and trustworthy and will be a good listener
- Will be respectful, patient, kind, caring, and understanding
- Will return homework and exams in a timely fashion

\_\_\_\_\_  
Teacher Signature   Date

I have read and understand all that is written in this document. \_\_\_\_\_

#### **Note to parents:**

Please feel free to call or email me to check on your student or ask questions.

Please sign: I have read and understand all that is written in this document. \_\_\_\_\_

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent or Guardian Signature

\_\_\_\_\_  
Date