

# Mrs. Rankin's

## Classroom Rules and Expectations

### Classroom Rules

1. *BE PREPARED FOR CLASS*
  - Have appropriate materials.
  - Be in your seat and working on Bellwork when the bell rings.
  - Have your homework completed.
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2. *RESPECT YOURSELF AND OTHERS*
  - No putdowns or inappropriate conversations.
  - Do not interfere with your right to learn or the right of your peers to learn.
  - Raise your hand and wait your turn to speak.
  - Leave other people's property alone.
  - Leave your area clean and orderly.
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3. *FOLLOW INSTRUCTIONS*
  - Listen to and follow both oral and written instructions.
  - Listen to and follow instructions the first time they are given.
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4. *DO YOUR BEST!*
  - Participate positively in class.
  - Stay on task.
  - Voice questions and concerns.
  - Begin fresh each day.
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### Consequences

1. Warning (No warning for repeated, intentional, or blatant infractions.)
2. Removal from classroom, hall conference with teacher, and return to class.
3. Removal from room, referral, and parental contact.

*Repeated or serious infractions may result in an instant referral and phone call to parents.*

### Daily Routine

1. Enter the class quietly, get your notebook, and take a seat. *No yelling or horseplay after entering the classroom (or in the halls during passing period).*
2. Everyday there will be a Bellwork assignment; you should immediately begin working on it when you enter the room.
3. When you are finished with the Bellwork, you should prepare yourself for the daily lesson.
4. Sit quietly until given instruction.
5. Roll Call
6. Daily Agenda

### **Tardy Policy**

Students will be marked tardy if they are not sitting in their seat when the bell rings, or if a student needs to go to his/her locker to retrieve forgotten class materials.

### **Hall Pass Policy**

1. Please choose an appropriate time to politely ask to leave the classroom.
2. Students need to sign out on the marker board before leaving the room.
3. Students need to have their planner in order to leave the room.
4. Only one student can leave the classroom at a time.
5. Students will be allowed a restroom/drink break during the period at the discretion of the teacher.

### **Grading Criteria**

1. Grades are based on TOTAL points. (No category is weighted.)
2. Grade categories:
  - Major Assessments (MA): Tests/Major Quizzes/Projects
  - Minor Assessments (MN): Homework/Minor Quizzes
  - Bellwork (BW): Daily Warm-Ups
  - Accelerated Reader (AR): AR Test Scores/Projects
3. I will inform students of the point value of each project/assignment when it is assigned.
4. Rubrics will be given with Project Prompts in order for students to earn the best possible grade.

### **Assignments**

1. **Quality.** On all assignments, *quality* is job #1. Give full effort on *all* assignments.
2. **Heading.** Please make sure your complete name, date, and hour are on all assignments.
3. **Due Date.** Assignments are due when called for on the due date. It is always better to hand in an assignment late than not at all. Assignments turned in late will be Zapped and receive half credit. Late assignments will not be accepted after the correlating test.

Students absent when an assignment is assigned will have until the following class period to hand in the assignment. Any tests will be taken immediately upon return. Any assignment assigned prior to an absence is due on the original due date or upon return.

For any scheduled absence such as an appointment or school event, it is your responsibility to ask for your assignments *before* you are gone. *Assignments due on the day you will be absent are due BEFORE you leave.*

If you are gone for an excused extended period of time or have other extenuating circumstances, please discuss the situation with me to make alternative arrangements.

### **Tests**

1. **Silence during Tests**—Talking or noise may result in loss of points or a zero.
2. **Make-up Tests**—Tests are scheduled well in advance; therefore, if you are absent on test day, you will know we are taking a test in your absence. Because of this, you will be expected to make up the test *immediately* upon your return to school during advisor, before school, or after school.
3. **Cheating on a Test**—Cheating or plagiarism of any kind will result in a zero, a referral, and parental contact.

**Bellwork**

1. Bellwork should be started when the tardy bell rings or before.
2. Each Bellwork assignment requires 4-5 sentences and worth 5 pts. each.
3. Bellwork should be kept in an organized section of your class notebook.
4. Bellwork will be collected every 2-3 weeks, or at the end of a unit. Either way, I will announce it ahead of time.
5. If you are absent, you are required to make-up Bellwork.

**Accelerated Reader**

1. 9 books for the year; 1 extra credit book allowed
2. An AR project will be assigned every 9 weeks, *except the first*.
3. Each book read/test taken is worth 100 points.
4. A 60% is required for passing. You cannot retake an AR test.
5. If you take more than assigned tests, I will replace lower scores with higher scores if earned.

AR Due Dates: 9/21, 10/19, 11/16, 12/14, 1/25, 2/22, 3/21, 4/18, 5/16

**Classroom Library**

Students are allowed to check-out books from my classroom library at any time. Everyday wear-and-tear is to be expected, but if a book is unreturned or returned severely damaged, it is the student's responsibility to pay for a replacement.

**Extra Credit**

Various extra credit assignments will be given throughout the year, as well as questions on quizzes and tests. I do not give extra credit upon request so please take advantage of it when it is given.

Year long extra credit opportunities (5 HW points each—no more than 25 pts. per semester):

1. Finding a typo or grammar error in a published work. (Does not include my handouts!)
2. Finding current news or informational pieces correlating to our English curriculum.

*Please sign to verify you have read the rules and procedures for JH Language Arts and understand my expectations. If you have any questions or concerns, please contact me at [rankinb@rockcreekschools.org](mailto:rankinb@rockcreekschools.org) or at (785) 494-8591 (Plan Period: 3B & 4B—10:05-11:35).*

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Student Signature

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Date

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Parent Signature

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Date