



### **Room 803 Rules / Expectations:**

There is no food, drink, or chewing gum permitted in room 803. Students will be kindly reminded upon entering the classroom. Repeating issues with food, drink, or chewing gum will result in a detention, as is school policy.

Students are expected to use the school required MLA heading for all work which is turned in. Points will be deducted from each assignment which is turned in without the proper heading.

**Students are expected** to be respectful to all PEOPLE at all times.

### **Grading:**

**Homework** is collected on the date that it is due. Homework that is late receives a 50% credit for one day after the due date. No credit will be given for work turned in later than one day.

**Grades** are earned in three categories: classwork/homework 30%, quizzes 30%, and papers/tests are worth 40%. Each quarter is worth 40% of the final semester grade. A semester final is given which is worth 20% of the final semester grade.

### **Assessment:**

1. Test and quizzes will be given regularly based on the material covered in and outside of the classroom. Students are encouraged to keep notes based upon the requests of the teacher. Notes will greatly assist the student with success on tests and quizzes.
2. Tests will be announced in advance. Quizzes will be both announced and unannounced. Make-up policies on tests and quizzes vary. If the test or quiz was announced before your absence you will be expected to make it up the day you return. Otherwise, Mrs. Kistler follows the SBHS policies for excused and unexcused absences.
3. Class Discussions are another way that assessment will be measured in this class. Participation, both oral and mental, is absolutely necessary for success.
4. The individual student will be assessed by the teacher on a daily basis for proper achievement of Bloom's Taxonomy. The teacher will treat each student as an individual in reaching this goal.

### **Assignments:**

1. **ALL PAPERS MUST BE TYPED**
2. All work must be properly labeled with an MLA heading
3. Assignments are always posted. It is the student's responsibility to seek make-up work from an absence.

### **Late Work Policies:**

1. Late work or notes of any sort will not be accepted; all work must be submitted the period the work is due. If absent and EXCUSED, the work should be completed within three days of returning to class. Please refer to the student / parent handbook for specific policies.
2. Student-athletes are responsible for turning work in to the teacher before an athletic event absence occurs.
3. Major papers or projects will be accepted up to two days after the due date; however, the student will be penalized 10% per day in addition to any points deducted for mistakes.

### **Cheating and Plagiarism:**

Cheating, plagiarism, and/or any other falsification of work will not be tolerated. This type of behavior is not consistent with the standards and expectations of the advance level student. Students caught cheating/plagiarizing will receive a zero on the assignment and will be referred to the appropriate disciplinary action by the administration.

### **Additional Learning Opportunities:**

**Mrs. Kistler is ALWAYS available to assist students** with the opportunity to seek extra help. During the school year Mrs. Kistler will be available during her office hours: **Monday through Friday from 8-8:20am, Wednesday and Thursday from 2:05-3:00pm.** If a student is in need of extra help or support with the subject material, please contact her by e-mail or phone **so that a special schedule can be set up for the student.** Mrs. Kistler is also available for parents/student contact through [kkistler@saintbonaventure.com](mailto:kkistler@saintbonaventure.com).