**Policies and Procedures**

**MR. PRITCHETT’S CLASSROOM GUIDELINES:**

1. Be in your assigned seat and working on the assigned warm-up when the tardy bell rings.
2. Bring ALL materials to class and take them with you when you leave.
3. Treat each person in this room with dignity and respect.
4. I dismiss you, not the bell.
5. Follow all procedures and policies as outlined in the HHS and Hallsville ISD handbooks.

Failure to meet classroom guidelines will result in a parent contact and/or office referral.

**Absences:**

If the absence is due to a ***school related activity***, assignments must be picked up before the absence. Come get assignments before or after school or at the end of the class period. **This is your responsibility to keep track of.** Due dates will not be extended. Remember you have been counted as present! If there is a quiz or a test the next class day, students will take it just as scheduled.

For other absences, students are responsible for make-up work. Students will have two days per one day of absence to complete missed assignments/assessments. Students may email the teacher to receive assignments.

**Daily Assignments:**

Daily activities are to be done in class after chapter discussion. If the assignment is not completed, it will be taken home and turned in the following class period.

**Quizzes:**

After each chapter lecture there will be a quiz on what was discussed in class. These will operate as minor grades. Quizzes will be after in daily assignments and prior to assessments. Quizzes are used to gauge the grasp each student has on a concept.

**Tests:**

All tests will be completed in the class period in which it is given. Students will **not** be given the opportunity to come back to finish. **Students must make arrangements with me prior to coming to take a test.** Make-up test will **not** be administered in GCS. Students must come to either tutorials or during another class period to make up a test, and they are required to complete the test in one sitting.

\*\*\*Failure to make up a test in the appropriate time frame will result in a grade of **ZERO!!** Students are responsible for make-up work.\*\*\*

\*\*\*Cheating will **NOT** be tolerated. Cheating on a test will result in a ZERO for that test grade. A retake pass may be used in accordance with the retest policy. Parents and coaches (if applicable) will be notified. \*\*\*

**Retest Policy:** Students will be given **TWO retest pass per semester**. This pass may be used for any test, failing or passing. The retest will be averaged with the first test. A student must retest within one week of the completion of the 9 Weeks the test was administered in.

\*\* (EX: Test 1 is taken in the first 9 Weeks. You have until the first Thursday of the 2nd 9 Weeks to retake Test 1.) \*\*

In order to retest a student must:

* Have complete notes and homework
* Corrected test (during tutorials)
* Complete review assignment

**Cell Phones:** Cellphones can distract from learning and will be kept in a safe place throughout the duration of class. There will be areas to charge cellphones if needed. Chromebooks are available for technological needs if necessary. Cellphones will be available for use before & after school, in between classes, and lunch.

**Grading:**

Major grade - 60% (includes tests and projects)

Minor grade - 40% (daily grades and quizzes)

 Exemptions: 0-1 absences – 73 or higher

 2 absences – 80 or higher

 3 absences – 90 or higher

 4 or more absences – NOT exempted

 **\*3 tardies = 1 absence**

Semester grade = .80 (semester average) + .20 (*semester exam*)

Parents and students can check on grades using Skyward. Please check with the office on how to obtain a log in and password for this site.

**Materials needed for this class:**

* **Pencils!**
* 1 - 5 subject notebook (spiral or composition)
* Project and Activity supplies (teacher will advise what and when to bring)
* TI-83 Plus or TI-84 graphing calculator - recommended (Students will have access to one in the classroom, but it would be good to have one at home to use for homework. It is expected that all homework is to be completed even if a student does not have a calculator. Tutorials will be available for students to use a calculator in the classroom.)

All students will be given a digital textbook access code at the beginning of the school year. This code will allow students to view the textbook, watch tutorial videos, and work practice problems on their personal electronic devices. The textbook can also be downloaded onto your device in order to work off-line at home.

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