

Ms. Shew's Expectations of All Students

Personal Responsibility – Be accountable for action, choices, and the results

- ✓ Be on time - When the bell rings, you should be in your seat ready to begin class. You will be marked "tardy" if you come in late and you must obtain a pass from the teacher that released you late or from the office (excused or unexcused) – You will not be admitted to class without a pass. After three tardies you will be assigned a 15-minute detention. For every time you are tardy after that, you will receive a 15-minute detention for each occurrence
- ✓ Be prepared - bring materials with you. You will not be allowed to leave to go back to your locker. Assume you will need your book and any class resources every day
- ✓ Be an active learner – Participate in class, ask questions, expand your knowledge
- ✓ Complete Assignments - All assignments are to be completed and ready to turn in, check, or discuss at the **BEGINNING** of class
- ✓ No late work will be accepted (excused absences excluded)

Respect – Show consideration, appreciation, acceptance, and be safe

- ✓ Be an active listener
- ✓ Consider others viewpoints
- ✓ Stay focused on topic of discussion
- ✓ Use school appropriate language
- ✓ Be considerate of others, personal space, and property
- ✓ Respect others' right to learn
- ✓ Please leave all food, drink, or candy in your locker due to the computers
- ✓ Cell Phones – I don't mind if they are out, but that is the limit – they may NOT be used for the calculator function
- ✓ If you borrow any supplies (markers, pencils, hole puncher) please return it to where you found it
- ✓ If you are assigned a text book for the semester/year you are responsible for keeping the book covered
- ✓ You will pay for any damages caused by you to school-owned property, including computer components, textbooks
- ✓ Please do not change the settings on the monitors or unplug the cords on the back of the computers
- ✓ Games are not allowed to be played on the computers – educational purposes only
- ✓ The Internet is off-limits unless given permission to use it
- ✓ You are allowed to print ONLY school related materials

Integrity – Be honest, sincere, and kind in words and actions.

- ✓ Do your own work
- ✓ Cheating or attempting to cheat will result in failing grades. Each circumstance will be reviewed independently
- ✓ Be patient and tolerant with self and others
- ✓ Share responsibilities
- ✓ Please keep your returned, graded papers until the end of the grading period (quarter or semester) to ensure grades are correctly entered and reported
- ✓ Take responsibility for your workspace – push in your chair, throw away trash on your way out
- ✓ Your name must be on your paper or you will receive a "0" for that assignment, test or quiz

Determination – Set goals and meet expectations

- ✓ Be organized
- ✓ You must have your agenda with you at all times and write assignments and due dates in agenda
- ✓ Manage your time
- ✓ Learn from mistakes
- ✓ Make an honest effort
- ✓ Request help when needed - Ask questions if you don't understand directions or assignments

Excellence – Strive to do the best at all times

- ✓ Produce quality work
- ✓ All work should be either word processed or written legibly – if I can't read it, I can't grade it and you will receive a failing grade. I reserve the right to not accept homework that is done sloppy or with an unacceptable level of effort. If given a second change to do the assignment, points will be taken off for not doing it correctly on the first attempt.
- ✓ Challenge yourself to take a chance
- ✓ Use school resources to ensure success
- ✓ Commit to be at school
- ✓ When you miss class due to illness, appointments, etc. it is YOUR responsibility to collect any make-up work
- ✓ Do not ask during class what you missed - See me before school or after school to discuss missed assignments
- ✓ You will have two days for each day of excused absence to get missing work turned
- ✓ Make-up work must be completed outside of class on your own time
- ✓ If you are absent the day before a test, you will be expected to take the test as scheduled
- ✓ Any homework that was due on the day you were absent must be turned in on the day you return for credit

Accounting Students

You are required to have your **textbook, workbook, calculator, pencil, eraser, and ruler every day in class**. You will only use pencil on assignments. Only basic functions are needed on your calculator. Please see me individually if you are not able to provide these resources for yourself.

Personal Finance Students

You are required to have your **textbook/modules and a calculator every day in class**. Only basic functions are needed on your calculator. Please see me individually if you are not able to provide these resources for yourself.

I have read and understand the above stated expectations and agree to follow them.

Student Signature

Parent Signature

**Parents/Guardians – please utilize my web site at: <http://www.fallcreek.k12.wi.us/faculty/debshew>

On my site you will find my weekly lesson plans, assignments and grading rubrics, links to help with assignments, and other announcements.

You may also email me at debshew@fallcreek.k12.wi.us or call at (715) 877-2809 ext. 1113