## Classroom Rules:

1. Arrive to class on time. If circumstances cause a student to be detained, entrance is quiet. Late note should be placed on teacher's desk before student takes his/her seat.
2. Homework carbons are collected every day and are to be placed in the designated tray at the BEGINNIING of the period (before the period begins)
3. Textbooks are to be covered at ALL times and are to be brought to class every day.
4. Absence is NOT an excuse for reporting to class without homework. Student is responsible for obtaining the assignment missed due to absence and return to class with the notes and the assignment completed. If absence exceeds one day, additional time will be allowed to get work done.

## Grade Policy: Quarter grades are determined by the total number of points earned divided by the total number of points available.

## 1. TESTS/QUIZZES

Tests are announced with adequate warning. If a student is absent for a test, the student is responsible to make an appointment for a make-up test. If the student fails to schedule this appointment or forgets to show up for the make-up test, the test grade will be averaged as a zero.
If a student signs in or out of school legally the day of an exam, it is the student's responsibility to take the exam on a free period THAT DAY!! If a student fails to do so, he/she will receive a zero for the exam.
Quizzes may be announced or unannounced.
Take Home Tests are given regularly over the course and are assigned with MORE than enough time to finish them. Take Home Tests count as a regular test grade in your average and are NOT ACCEPTED LATE!!!!!!!!!!!!!!

## 2. HOMEWORK:

Homework is assigned EVERY night!! (This includes study time as well as written homework) Written assignments are to be done in duplicate (using carbon paper, photocopying or scanning). This duplicate copy is handed in to the teacher AT THE BEGINNING OF CLASS. Late homework is NOT accepted-so make sure you hand in your work on time!!

## 3. CLASSWORK:

If a student is prepared/unprepared for class (i.e.: notebook, covered text, calculator, paper, pen or ruler) a maximum of 5 points can be added or deducted from the student's overall average. Being on time to class is very important!! Being late to class is NOT being in your seat when the bell rings. This means even if you sign in "late" at the main office-you are still considered late to class which will affect your classwork grade.

## Extra-Help Hours

Wednesday morning at 7:15 am or by appointment

If a student is not available during regularly scheduled extra-help, time can be made by simply making an appointment with the teacher. Students should come prepared with notes and questions.

To the Parents: Please feel free to phone me at any time to discuss your child's progress. I can be reached at 692-8600 ext. 40 during periods:

Please feel free to email me at any time at fchimato@csh.k12.ny.us

