



ATTENDANCE:

- Demonstrations are conducted in this class, usually at the beginning of the period. It is *very important* that you do not miss demonstrations.
- Much of our course work will be completed in class. You must be diligent about completing work **on time** and making up work that was **missed** due to absence. All assignments are stored online. Be sure to make use of extra help time when necessary or take your work home, when possible, to complete if necessary.

EXTRA HELP:

- If you are absent, make up missed work ASAP. Extra help is available on alternate Wednesdays from 2:15-3:05 pm and also by appointment. Please let me know if you will be attending.
- *If you feel you are behind in class please come to extra help before the project needs to be completed in class and turned in for a grade!*

DO NOW'S:

- At the beginning of each class there will be a Do Now. Most of the time Do Now's will be to be in your seat when the bell rings and login to access your work through Google Classroom.

GRADING:

HOMework:

- Homework will consist of bringing in references and materials, possibly photographing something, and occasionally finishing class projects at home.

- ***Grades are not given, GRADES ARE EARNED!***
- Your projects will be graded according to pre-determined criteria, which you will be made aware of prior to the completion of the assignment.
- Each marking period your final grade will consist of your exercises, projects and your professionalism average. You will earn 20pts every two weeks for your professionalism. That's 4pts/period.

PROJECT GRADES: The grades for major projects created in class are generally out of 100 pts.
• Smaller exercises, assignments, quizzes, and etc. will count for 10-60pts depending on the assignment.

Professionalism Grade: This grade is determined by the following criteria:

- Participation, effort, behavior, and respect for the rules and policies of the classroom
- Attendance, attentiveness, and participation in demonstrations and during class. Discussing your work with you teacher. Enlisting the help of others.
- Being prepared with materials, supplies, and references
Actively working on assignments during class time

If you have any questions or concerns about this grading policy, please do not hesitate to see me.

Ways to reach Mrs. Conte Email: jconte@bellmore-merrick.k12.ny.us



MUTUAL RESPECT:

- Respect the room, the materials, and all of the people in it. Computers are not cheap! Please treat the computer, supplies, and equipment as if you purchased them with your own money, if not better!
- The beginning of class is Mrs. Conte's time to give instructions, demonstrate, and answer questions that affect the entire class. Personal questions will be answered throughout the class period.
- **BE IN YOUR SEAT WHEN THE BELL RINGS.** Do not get up or move around the room when the teacher is giving instructions. If you come into class while the teacher is talking immediately take your seat. Thank you.
- While we are working it is acceptable to chat amongst yourselves, however it must not interfere with learning or teaching. Therefore, you must use your voice and language respectfully. You must wear your headphones when watching instructional videos in class.

ATTEND CLASS & PARTICIPATE:

- Please use common sense when it comes to language and interacting with your peers.
- Arrive on time, set up promptly, **BE IN YOUR SEAT WHEN THE BELL RINGS.**
- *Never* leave the room without permission. Only one person may use the pass to go to the bathroom, locker, etc., at a time.
- **DO NOT ASK TO LEAVE THE ROOM IN THE BEGINNING OF CLASS, please!**

USE COMMON SENSE:

- Please put your personal stuff under your seat or away from you.
- Use of devices (such as the computers and smart phones) will be addressed in class. Mobile devices may only be used (when permitted) for educational purposes.
- Only visit approved internet sites. Work being done during this class is for this class **ONLY**.
- When on the computer never give out your personal information, ever.
- Never download anything without teacher permission. Whether it's an app or a file, downloading something with a virus could put your equipment and networks at risk.
- Leave your workspace as you found it. Clean.
- Print only if you have permission.
- Never change computer settings without permission. That includes the desktop background!
- Respect others! Whether it is through email, messages, or on a classroom message board, students need to maintain the same respectful tone that you would use in verbal discussions and interactions when communicating online.

CONSEQUENCES:

- I will treat you with respect so you know how to treat me. Feel free to do anything that doesn't cause a problem for anyone else. If you cause a problem, I will ask you to solve it. If you can't solve the problem, or choose not to, I will do something. What I do will depend on the special person and the special situation. If you feel something is unfair, whisper to me "I'm not sure that's fair," and we will talk.



Handing in this contract counts in your average as your first grade out of 100 points...

Please bring in all supplies with this contract.

DUE DATE: _____

I have read and understand the course information and code of behavior. I understand what is expected of me, and I understand my responsibilities.

I also understand that if I misuse any supplies or equipment, fail to do classwork, clean up, become disruptive or disrespectful, etc., my professionalism grade will be affected and disciplinary action will be taken.

Ways to reach Mrs. Conte Email: jconte@bmchsd.k12.ny.us Website: <http://contearth.weebly.com>

Student Name, Printed	
Student Signature	

	Parent/Guardian	Parent/Guardian
Name, Printed		
Signature		
▪ Home Phone		
▪ Work Phone		
▪ Cell Phone		
▪ Email Address		