

## APEH CLASS RULES & PROCEDURES

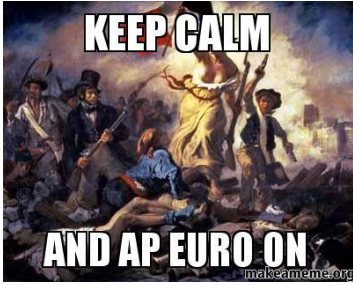


### Class Etiquette:

1. Be on time to class every day.
2. Treat your teacher and fellow classmates as you would want to be treated. This is a college level course and you will be treated as if you are college level students, I expect the same courtesy in return.
3. Always come to class prepared. You should have a binder or folder for this class with paper for taking notes or any other writing exercise we are working on in class. You should have pens blue or black, pencil and highlighters. **Phones will be stored every quiz/exam day in the red hanging holder on the front wall.**
4. If you are absent the day an assignment is due, excused or unexcused, the assignment must be submitted the day you return. All my assignments due dates are posted on the website and on our classroom whiteboard before we start the unit. Thus the two day window for turning in work upon return does not apply to this class. This is pursuant to Broward County school board policy 6000.1.
5. If you missed a quiz or an exam, make-ups are only given in the am at 6:45 or during my Study Hall 8th period on "B" Day. I post all assignment due dates and quiz/exam test days on my website and on the whiteboard in class before we begin that unit. You will always know exactly when all assignments are due and all exam/quizzes are taking place well in advance.
6. **Grade increases (bumps) are NEVER EVER given in the 1<sup>st</sup> or 3<sup>rd</sup> quarter!! So don't even ask. You earned what you earned. 2<sup>nd</sup> and 4<sup>th</sup> quarter only are up for negotiation and based on participation, attendance and commitment, not just because you tried real hard. Everybody tries real hard.**

### Grading Policy: CHEATING WILL NOT BE TOLERATED!!!

1. **Unit Exams** are weighted as **40%** of your overall grade. Unit Exams are 20-40 M/C stimulus based questions and are recorded on scantron sheets. Curves are given on Unit Exams.
2. **Quizzes** are weighted as **30%** of your overall grade. Quizzes usually cover 1-2 chapters in the WOOD book. Quizzes consist of approximately 20-25 m/c content based questions (no stimulus), a vocabulary written section where students select 3 out of 6 vocabulary options to write on, and one Short Answer Question (SAQ). Curves are not given on quizzes.
3. **Essays** are weighted **20%** and given 1-3 times per quarter as an in-class or homework assignment. In-class tutorial days will be assigned to learn how to best prepare and write each of these essay formats.
4. **Homework** is weighted **10%** of your overall grade. Students will have homework every night, but remember on our schedule you only have class every other day. Homework will always consist of reading in the WOOD book plus completion of questions and vocabulary. Additional readings will be assigned at my discretion and will usually appear on a quiz or exam as a m/c question or Short Answer Question.
5. **Study Hall:** My Study Hall class is Period 8 on B Day and I have Planning 3<sup>rd</sup> Period on A Day. You may always drop by work or with any questions during those periods if your teacher allows. In addition, I am here on campus at 6:30am every morning and usually stay after school until 3:30pm.



### Contact Information

Student Name \_\_\_\_\_

Student Email \_\_\_\_\_

Parent Name \_\_\_\_\_

Parent Email \_\_\_\_\_

Parent Email \_\_\_\_\_

Parent Phone # \_\_\_\_\_

Parent Phone # \_\_\_\_\_

I use Remind to stay in touch with all students through text messaging. To be added to your student's Remind messaging, please create a new text message and type in the phone number 81010, then type in the appropriate message below for your student's class.

Period 5 = @478a8h

Period 6 = @k6bk7c

I have read and understand the above rules of etiquette and grading in Mr. Buttell's AP European History class at Cypress Bay High School for the 2018-19 school year. Any issues breaking the above rules will result in a parent conference and possible removal from the AP Euro course.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent Signature

***This form is due back to Mr. Buttell with the above information by Friday (A day) or Monday (B day)***