

GUIDED ACADEMICS/ON-LINE SYLLABUS

Mrs. Geiger

CONTACT INFORMATION

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Phone – (810) 346-4700 ext. 1096 (messages may be left with the secretary)

Conference Period –1st hour (8:10 a.m. – 9:00 a.m.)

You may contact me during my conference hour or before and after school at (810) 346-4700 Ext. 1073. If you wish, you may contact me via e-mail. Please include your child's first and last name when e-mailing me.

GUIDED ACADEMICS/ON-LINE, COURSE DESCRIPTION

Guided Academics: In this introductory course, students are guided through developing study skills to improve academic and work performance based on their learning styles. Students will devote class time to complete assignments from their classes. Students may be required to fill out a daily planner and complete a weekly grade sheet. These will be used to determine their current weekly grade.

On-line (E2020): Students are required to work independently on their Edgenuity class. They will be required to have a specific percentage completed each week. In order to pass the course, students MUST have completed 100% of the course material by the end of the semester. The grade posted on Skyward is the "actual grade" in Edgenuity, which takes into account the percentage of course work completed and grades on completed assignments. Grades will be updated weekly

EXTRA HELP

I am available for help after school and at lunch, but please make prior arrangements. The school provides help in the computer lab on Tuesday and Thursday mornings from 7:15 a.m. to 8:00 a.m. and again after school in the library from 3:15 p.m. to 4:15 p.m. A Brown City teacher will be there to supervise these homework help labs. The lab may be closed if there is bad weather or if the supervising teacher has other obligations. Please take advantage of this if you need help!

CALCULATOR

Each student will be assigned a graphing calculator and you are responsible for anything that happens to the calculator during your hour. If anything is wrong with your calculator when you pick it up, or your number is missing, it is your responsibility to tell me immediately. You may want your own scientific calculator to use at home.

GRADES

Guided academics grades are based weekly grade sheet as well as on-task class time/planner. Grades will be calculated together weekly.

On-line grades are based “actual grade” in Edgenuity, which takes into account the percentage of course work completed and grades on completed assignments. Students MUST complete 100% of the course by the end of the semester to receive credit.

Grading Scale	100-93	A	80-78	B-	67-64	D+
	92-88	A-	77-74	C+	63-61	D
	87-84	B+	73-71	C	60-56	D-
	83-81	B	70-68	C-	Below 55	E

EXPECTATIONS

Every student in this class is expected to push himself/herself to do well. In order to do well you must put a lot of effort into doing so. You must participate regularly in classroom discussion, activities, and group work. I fully believe that you will get from this course as much as you put into it. Get ready for a GREAT year!

MATERIALS NEEDED DAILY

- Planner: Students in guided academics need to complete their planner daily for all of their class. This should include missing assignments, current homework and any other important information such as upcoming test, quizzes, etc.
- Class Folder or Notebook: Make sure to bring this folder or notebook with you every day.
- Pencil

RULES TO LIVE BY...

1. Rules regarding behavior, technology, dress code, attendance, cheating, etc. will be enforced according to the handbook. No active cell phones, or other forms of technology unless cleared by me. These rules will be strictly enforced.
2. Respect yourself, your classmates, your teachers, and your school. No one has the right to interfere with the learning of anyone else in this class! Manners, courtesy, and kindness are important in this classroom as well as in life.
3. Respect the property of others and the school.

GENERAL GUIDELINES

HALLWAY POLICY

- Bathroom use during class is only in emergency situations. Use your best judgment when deciding to ask for the emergency pass.

- Destination sheets must be filled out if a student leaves.
- No students are allowed to lockers during class time. Students are only allowed to their lockers between classes.
- During seminar once a week, if students need to go to other classes, they must have a signed pass when they arrive to class; otherwise, no student can be in the hallway without being monitored by staff.

BEGINNING OF CLASS PROCEDURES

Once the bell sounds, students should be in their seat ready to start for the day. Students need to have homework from other classes to complete during the hour. If a student is passing all classes and is not missing any assignments, they need to have a book with them to read.

FOOD

Students may have water but no food or other beverages. Water cannot be by the computers.

TARDINESS

A tardy is given when a student is not in the classroom when the bell starts to ring.

LEAVING YOUR SEAT

It is rude to walk around the classroom, especially during class instruction. If a student needs to sharpen his or her pencil, it should be done at the beginning of class. Should the pencil lead break and the student needs to sharpen his or her pencil during the middle of class, he or she should ask for permission. The same rule applies to the need for paper. Paper that needs to be thrown away should be kept at the student's desk until the end of class.

DISMISSAL

The bell is an indicator to the teacher that the class period has ended. It is the teacher's responsibility to dismiss students after bringing the class to a close. If the teacher or another student is in the middle of a sentence when the bell rings, please allow them to complete it. I realize that students have other classes to go to, and I do not want to keep students from going to their other classes.

MISSION STATEMENT

"Teachers have the right to teach and students have the right to learn. Students do not have the right to prevent teachers from teaching or others from learning."

COMPUTER USEAGE

1. No food or liquids (including bottled water) allowed by the computers.
2. Students are responsible to take proper care of equipment assigned to you.
3. Check all of your equipment daily. Notify the teacher of any problems immediately.
4. Keep objects off computer screens, this includes fingers.
5. If your computer locks up or you are unable to log in, please inform the teacher for further instructions.
6. Please log off completely and properly when you are finished with the computer. If you are the last class of the day, please shutdown the computer.
7. Downloading information onto a computer, server, or removable media is prohibited without permission.
8. Internet usage allowed for educational purposes ONLY.
9. Inappropriate and violent games are prohibited.

B

Be Successful

- Be QUIET and SEATED before the bell.
- Be engaged and PARTICIPATE.
- Take notes.
- Do your homework COMPLETELY and turn it in ON TIME.

C

Come
Organized

- Be prepared for class. Bring your homework, textbook, paper, pencil and novel.
- NO lending from the TEACHER
- It is essential that you have a notebook or binder to stay organized.

H

Have Respect

- Respect all school staff. Abide by school rules.
- Follow directions the FIRST time they are given.
- Respect your classmates.
- Respect yourself and the work you are doing. Put forth your best effort and be positive.

S

Show
Responsibility

- You are responsible for your own items.
- Take responsibility for your OWN grade.
- Ask for help when you need it.
- Maintain the highest level of integrity and honesty in your work.
- Do your own work (NO CHEATING).