

# PACKER PROCESS

**P**

## PREPARE FOR LEARNING

- Bring all needed materials to class daily
- Enter the room calmly and quietly ready to learn

**A**

## ASK FOR HELP

- Raise your hand if you have a question
- Check Schoology for materials
- Email me OR sign up for WIN sessions

**C**

## COLLABORATE WITH OTHERS

- Show kindness to those around you – teachers, peers, everybody!
- Be open to other people's ideas
- Use kind, respectful language when speaking with others

**K**

## KEEP TRACK OF ASSIGNMENTS & DEADLINES

- Check the weekly folders on Schoology
- Fill out weekly activities in your planner

**E**

## ENTER AND EXIT THE CLASSROOM APPROPRIATELY

- Be seated in the room ready to learn by the time the bell rings
- Stay in your seat until the bell rings – DO NOT LINE UP AT THE DOOR!

**R**

## RESPECT SCHOOL & CLASSROOM RULES

- Uphold classroom & school procedures at all times
  - No phone or headphones bell to bell
  - No food or spillable drinks

**S**

## SUBMIT WORK

- Paper assignments will be turned into the tray by the front of the room
- Electronic assignments will be submitted in the weekly folder on Schoology
- All late work must be submitted by end of unit assessment