PACKER PROCESS
expectations

P — **PREPARE FOR LEARNING** Complete assignments to the best of your individual ability before due date. Kahoot! and Schoology Apps are downloaded and up to date. Every day, have iPad charged, charger cable/brick, Pencil, Notes, and Logitech Crayon. If you need something, trade backpack for an item. Enter the classroom with cell phones and headphones out of site and out of use. Be mentally prepared to engage in class with a positive mindset focused on learning.

A — **ASK FOR HELP** Recognize when you need assistance and act immediately in a polite and respectful manner. Identify the best person to answer your question based on the context: a teacher, fellow learner, para, etc. If you need help from your classroom educator, first attempt to ask the teacher in person: in class or locate me in the school. If you are off campus or unable to locate me, email or Schoology message me. Utilize time efficiently to get help. Peers and other teachers can offer assistance but may NOT provide answers.

C — **COLLABORATE WITH OTHERS** Treat others how you wish to be treated. Ensure everyone's voice is heard. Speak English (our common language) unless given permission otherwise. Be willing to partner with every learner, regardless of differences. Utilize individual's strengths to promote group achievement. Support peers who lack skills/knowledge by offering help in a positive and encouraging manner. Contribute fairly to the workload. Communicate concerns with your teacher.

K — **KEEP TRACK OF ASSIGNMENTS & DEADLINES** Assignments and due dates are located on Schoology (live lesson plans & calendar). When absent, complete the missed work and come prepared to progress with the rest of the class. Assignments marked 0 & missing are past due and should be completed as soon as possible.

E — **ENTER AND EXIT THE CLASSROOM APPROPRIATELY** Be in your assigned seat when the bell rings. If you need to leave, explain why and where. Permission will depend on the current activity. If approved, make a pass and you will have exactly 5 minutes (from teacher approval) to return to class. Backpacks must stay in the room. Knock quietly upon return and wait until teacher opens the door. Work bell to bell; remain in seat and do not pack up early. Return all supplies to their original location.

R — **RESPECT SCHOOL & CLASSROOM RULES** Leave classroom supplies in the same/better condition than when you entered. Speak English in class unless given permission to speak another language. Place, do not throw garbage away. "3, 2, 1" will be stated to end classroom conversations, be silent and listening when "0" is reached. Beverages permitted in spill-proof containers. No food unless provided by teacher. Use appropriate, positive, and respectful language.

S — **SUBMIT WORK** Most assignments will be submitted through Schoology; when finished, make sure you press the submit button (especially for OneDrive assignments). Paper assignments must be turned into your teacher before leaving the room (finished or not).

PACKER PROCESS

consequences for failing to meet expectations

P | **PREPARE FOR LEARNING**
Head phones or cell phones visible and/or in use in the classroom will be taken by your teacher. Head phones returned end of class. Cell phones are brought to the office. Assignments not completed before due date will immediately be marked as 0 and missing and negatively impact your grade as well as making it less likely for you to be successful on your starter.

A | **ASK FOR HELP**
Rude calls for assistance may result in learner and/or question being ignored. If the question has been previously answered, you will be instructed to ask a friend or find the answer yourself. Receiving help in the form of answers or over assistance (from teachers, peers, artificial intelligence) may result in assignments needing to be recompleted individually in the classroom or scores of a 0 until more accurate evidence of learning is observed.

C | **COLLABORATE WITH OTHERS**
Excessive conflict, lack of cooperation, or ineffective teamwork after a verbal warning(s) and redirection may result in removal from a group. The assignment will remain the same for the learner and they will work independently to complete the same amount of work and face many more challenges due to increased workload.

K | **KEEP TRACK OF ASSIGNMENTS & DEADLINES**
All assignments not completed by due date, will be graded as a 0 and marked missing in the gradebook and have a negative impact on your grade. These scores on summative assessments have a temporary, but drastic effect on your grade due to the weighted gradebook. Questions about grades should be communicated with your teacher in person only and you may be redirected to Schoology or PowerSchool.

E | **ENTER AND EXIT THE CLASSROOM APPROPRIATELY**
Classroom door closes and is locked immediately after beginning bell. Opening the door for late students is not your teacher's top priority. Not being in your assigned seat when the beginning bell rings results in a tardy. 5 tardies will be recorded as an unverified (UV) absence. 10 UV absences may result in removal and loss of credit from class. Packing up early and/or leaving seat before final bell will result in 1 minute spent after class.

R | **RESPECT SCHOOL & CLASSROOM RULES**
Throwing trash will result in the learner picking up 5 additional pieces of garbage and placing them in the trash. Learners making excessive mess/damage may be required to clean up/repair/replace areas/items. Continued speaking after "0" is reached results in a minute after class. Spillable drinks and unauthorized food will be thrown away. Inappropriate language may result in verbal warnings, removal from class and/or more severe consequences by administrator.

S | **SUBMIT WORK**
Assignments submitted incorrectly will be redirected to submit them correctly one time. After redirection, repeated incorrect submissions will be ignored and graded as a 0.

*Consequences include but are not limited to those listed above. Additional and/or more severe consequences may arise after repeated failures to meet expectations and subsequent involvement of an administrator