

PACKER PROCESS



P

PREPARE FOR LEARNING

- BRING ALL NEEDED MATERIALS TO CLASS EVERY DAY
- ENTER THE ROOM AND FIND YOUR SEAT RIGHT AWAY

A

ASK FOR HELP

- RAISE YOUR HAND IF YOU HAVE A QUESTION
- CHECK SCHOOLGY FOR MATERIALS
- EMAIL ME (SJMELBYE@WEST-FARGO.K12.ND.US) OR SIGN UP FOR A WIN SESSION

C

COLLABORATE WITH OTHERS

- SHOW KINDNESS TO THOSE AROUND YOU - TEACHER, 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 SCHOOLGY
- FILL OUT WEEKLY ACTIVITIES IN YOUR PLANNER
- CREATE REMINDERS ON YOUR IPAD

E

ENTER AND EXIT THE CLASSROOM APPROPRIATELY

- BE SEATED IN THE ROOM READY TO LEARN BY THE TIME THE BELL RINGS
- STAY BY YOUR SEAT UNTIL THE BELL RINGS - NO WAITING BY THE DOOR!

R

RESPECT SCHOOL AND CLASSROOM RULES

- ALWAYS UPHOLD CLASSROOM AND SCHOOL PROCEDURES
 - NO PHONES OR HEADPHONES FROM 8:25 AM TO 3:35 PM PER ND LAW
 - CLEAN UP YOUR MESSSES
 - DRINKS SHOULD HAVE A SPILLPROOF LID

S

SUBMIT WORK

- PAPER ASSIGNMENTS WILL BE TURNED IN THE CLEAR TRAYS BY THE WINDOW
- ELECTRONIC ASSIGNMENTS WILL BE SUBMITTED IN SCHOOLGY
- ALL LATE WORK MUST BE SUBMITTED BY THE END OF THE UNIT