

PACKER PROCESS



P

PREPARE FOR LEARNING

1. Read the daily agenda at the start of class and have out the appropriate tools listed
2. Have a good attitude and be ready to participate in class.
3. Put away homework from other classes and unnecessary technology.
4. Be in your seat when the bell rings.

A

ASK FOR HELP Shurt-geist@west-fargo.k12.nd.us

1. Email me when you have questions outside of class. I will respond within 24 hours.
2. Come to my win session.
3. Come to my office before and after school. 130M

C

COLLABORATE WITH OTHERS

1. Listen and Learn from your classmates.
2. Contribute to class conversations and participate in class activities.
3. We are all here to learn and grow from each other

K

KEEP TRACK OF ASSIGNMENTS & DEADLINES

1. All assignments will be in the class folders in Schoology. Check daily.
2. Use the calendar feature to track due dates for assignments
3. Paper copies can be made available upon email request.
4. Assignments are due by 11:59pm on the due date unless otherwise stated.

E

ENTER AND EXIT THE CLASSROOM APPROPRIATELY

1. Be on time and begin and end your day in your assigned seats.
2. Make sure you have cleaned your area before leaving.
3. Turn in assignments in the class bin or submit on Schoology.

R

RESPECT SCHOOL & CLASSROOM RULES

1. No phones in the classroom iPads for classwork only.
2. Have respect for the teacher, yourself, other students and all classroom materials.
3. Listen to the Rules and follow Procedures
4. Think the Golden Rule - Treat others as you would like to be treated.

S

SUBMIT WORK

1. Paper copies can be submitted to the teacher directly.
2. Electronic copies are submitted on Schoology
3. Email me if you are submitting work for an excused absence.
4. Check Schoology for the due date for the assignment and submission procedure