

Expectations in the computer lab:

1. To participate in class
2. Sit quietly
3. Keep hands to themselves
4. Follow all class rules to maintain our outstanding equipment
5. If a child is absent, they are to have the work they missed finished before their next class.. This is important because we can't go forward in the class discussions and learning exercises if they have not learned the skills needed to complete the tasks.
6. All students from the 3rd grade up should have a flash drive with them **at school** at **all times**.

www.login.learning.com – This is the website we use for computer class, your child will know their username and password. If they do not remember it, please email me at annagee@sbcglobal.net and I will get you the information.

All learning.com lessons are to be completed before the next week's computer time. If not completed, they will have 10% dropped from the score, two weeks late 20%, after 3 weeks they will receive a zero.

Absences – If our child was absent one or two days, they will need to complete the work before the next class. If the absence is three or more days, they will have one week to complete. Since this is online they should be able to get this accomplished. For a long absence they will have one extra week.

Older students will receive projects later in the year; this project can be done completely in class time.

Expectations for these projects

1. Return all papers that have been given to them (They are to learn responsibility).
2. Finish everything on time. We only have one class a week so we must maintain our schedule
3. Projects are not extras they are the main grade for the fourth quarter.

The students will have many class times to work on these projects. If they do not get them done in class time, I will stay after school to help them, if they make an appointment with me. I will also stay after school and help students with their state and country projects; the same rule applies they must set up an appointment time to do this.

Mrs. Dunkin usually writes in her project summary that I will teach areas needed in my class time. I do cover everything in class time, but that does not mean that your child will retain this information. Everything that she asks of them is covered in the school year. I will refresh them with the correct way to do a bibliography at the beginning and at the end of the school year. Once again if help is needed, make an appointment for after school and I will help your child.

Consequences in my class room

After one warning

1. Loose computer time sit off to the side quietly
2. They will tell their teacher and she will use her rooms discipline system when they return to the classroom
3. Visit Miss Lavrenz and explain the reason I have sent them to the office.

Students in grade 4 and above sign a technology use policy and they will abide by the additional rules and consequences.