A. General consequences ladder for minor misbehavior:

<table>
<thead>
<tr>
<th>Rules</th>
<th>Consequence</th>
</tr>
</thead>
<tbody>
<tr>
<td>No cellphone/electronic device use allowed</td>
<td>1st time offender: reminder to turn off your device and put it inside your backpack.</td>
</tr>
<tr>
<td></td>
<td>2nd time offender: confiscation. Student can retrieve their electronic devices after school ONLY</td>
</tr>
<tr>
<td></td>
<td>Repeated offender: Referral</td>
</tr>
<tr>
<td>No food or drink allowed (Exception: doctor notes)</td>
<td>1st time offender: reminder to put food/drinks inside your backpack.</td>
</tr>
<tr>
<td></td>
<td>2nd time offender: confiscation. Student can retrieve their food/drinks after class.</td>
</tr>
<tr>
<td></td>
<td>Repeated offender: Referral</td>
</tr>
<tr>
<td>No excessive talking, talking out of turn is allowed</td>
<td>1st time offender: reminder</td>
</tr>
<tr>
<td></td>
<td>2nd time offender: lunch detention</td>
</tr>
<tr>
<td></td>
<td>Repeated offender: Referral</td>
</tr>
<tr>
<td>Zero tolerance for abusive behavior toward classmates and</td>
<td>Referral</td>
</tr>
</tbody>
</table>

This general consequences ladder will be used for minor misbehaviors such as unauthorized wandering, talking out of turn, incessant talking, disregarding teacher's requests and reminders, tardiness etc.

*** In situations where students act in any way that threatens the physical and/or emotional safety of others including that of the teacher, Ms. Nguyen reserves the right to skip this general consequence ladder and send the student to the VP office immediately.

B. Classroom Procedures

1. Tardiness: You must be in your assigned seat, with your Do Now paper on your desk, and already writing down daily Do Now question BEFORE the bell rings.
   a. During this time, please limit your conversations with your classmates to only discussing the answers.
2. Loitering: You must be in your assigned seat. You are not allowed to stand around the doorway waiting for the exit bell to exit my classroom.
3. Late work submission: You will receive 50% of your total points earned on your late work. All late work will be accepted up to 1 week from the assignment.
4. Attendance correction procedure: If you believe that I marked you absent by mistake, please back a attendance correction slip from the attendance office. Make sure to have your name, period, and date of attendance correction filled out. You are responsible for checking your attendance record for any discrepancy. You will have a window of 2 weeks from the erred attendance date to report to me so I can correct your attendance record.
5. Bathroom: Grab the class pass and go. Be mindful and don’t become a bathroom hog.

C. Classroom Rules and Consequences
<table>
<thead>
<tr>
<th>teacher</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Physical abuse: kicking, hitting, pulling, tripping, etc.</td>
</tr>
<tr>
<td>- Emotional abuse: cursing, yelling, teasing, mockeries, degrading comments, voice mimicking, etc.</td>
</tr>
</tbody>
</table>

| Zero tolerance for bullying (physical, verbal, and cyber bullying) | Referral |
| Zero tolerance for stealing | Referral |
| Zero tolerance for destroying classroom furniture | Referral |
| Zero tolerance for splashing water, chemicals, substances at others | Referral |
| Zero tolerance for any sign of substance abuse | Referral |
| Zero tolerance for exiting the classroom during class without a permission | Referral |
| Zero tolerance for any indication of selling and/or trading of illegal substances and weapons | Referral |
| Cheating on test (looking, copying, and taking others’ work) | 1st time: reminder repeated offender: 0 on the assignment for both the cheater and cheated AND referral for the cheater |
| Cheating on the lab report | 0 on the assignment for those involved |
| Cheating on in class assignments | 0 on the assignment for those involved |
| Walking around the classroom without prior permission | 1st time: reminder 2nd time: lunch detention 3rd time: referral |

**D. Grade Policy:**
Your grade in my classroom will include the following components:
1. Online chapter quizzes
2. Group FRQs
3. Individual and group lab reports
4. Projects
5. In class quizzes
6. Midterms and finals
7. Extra credits

Grade breakdown:
**A:** > 89.5%
**B:** 79.5% to 89.49%
**C:** 69.5% to 79.49%
**D:** 59.5% to 69.49%
E. Assignment Descriptions

Online chapter quizzes: MC format. Taken via Edmodo

In class quizzes: short answers and work problems format. Taken and corrected in class

Extra credits: chapter reading guides

Project: long projects require 2 or more day to complete. Some art materials will be given, but keep in mind that if you can’t find what you need, you must them yourself. Long projects will also require a group presentation. Grading policies will vary by project.

Lab Report: lab procedures must be read and familiarized with before the actual lab. Random pre-lab quizzes will be given occasionally

Midterms and Final: multiple choice and FRQ format.

D. Assignment Requirements:

1. Online chapter quizzes
   a. This must be taken on your own time.
   b. You can have the option to drop 2 lowest quizzes per semester
   c. Late submission: 50% of the actual points earned

2. In class quizzes
   a. You will be given class time.
   b. In preparation for the quizzes, you will be given practice problems before hand.

3. Extra credits
   a. Download the reading guides from Edmodo and complete each question.
   b. Extra credit reading guide for each chapter will be due the day after the online chapter quiz of the same chapter is taken.

4. Project
   a. All members must contribute equally to the project.
   b. If you find that your group member don’t put in their share of work (losing the materials, not completing their parts, excessive absences, etc), the remaining group members can decide to exclude that irresponsible group member.
   c. If you do not show up and present your project along side other group members, you will receive a 0 on the project. Exception will be given to those with excused absences. However, keep in mind that it will become suspicious if you are not there for every project presentation.
   d. You are not allowed to leave your project in my class. So please take it with you and continue working on it at home so that you can be on top of the project. The only exception is if you finish your project before the deadline, then you can leave your finished work with me.

5. Individual and group lab report
   a. Final lab report will be due one week from the completion day of the lab.
   b. You are required to print out your own copy of the lab manuals. All lab manuals will be posted online.

F. Frequently Asked Questions (FAQs)

1. Will extra credit bring up my grade?
   a. Extra credits will bring up your grade only when all other mandatory assignments are turned in and with a passing grade recorded. No amount of extra credits will help if you are two or more major assignments that worth a lot of points.

2. Can I drink/eat/smell this?
   a. No. You never know how different chemicals can affect your body.

3. Can I get my phone earlier because I have to leave early?
a. Yes you can. You only need to bring your early dismissal slip to me to get your phone earlier than the end of the day.

4. Why can’t I eat and drink in the classroom?
   a. This is a science lab room so you will often get into contact with chemicals so you don’t want to ingest contaminated food and get sick.
   b. Ants and cockroaches are serious problems in my classroom.

5. Can you adjust the temperature? Your room is too cold.
   a. I have no control over the room temperature because the thermostat doesn’t work. So you need to wear extra clothes in my class.

6. Can I talk to you about my grade?
   a. Yes, come meet me after class, during lunch, or after school.

7. I need help on a few assignments, can you help me?
   a. Yes, come see me during lunch or after class for quick question and after school for more extensive help.

8. Can you recommend me for student body?
   a. Yes, only to students who have demonstrate consistent excellency in academics and behaviors.

9. I forgot my project at home, on the bus, or my other group member has the project and he/she is not here today, can our group go on another day?
   a. No, unless you are pre-assigned to a different day. You must present when it’s your turn. You can try to switch your spot with another group who also present on a same day for a later time. It will be unfair for other groups who are prepared.

10. I left my binder, phone, notebooks, jacket at the last period, can I go get it?
    a. Yes you can, only after you are done with your Do Now prompt for the day.
Classroom Rules and Policies Agreement

Student’s name:____________________________________________________________

Primary guardian’s name:_________________________________________________________

Primary guardian’s contact number:____________________ Time best contact:____

Secondary guardian’s contact number:____________________ Time best contact:____

Secondary guardian’s name:________________________________________________________

Guardian’s email:____________________________________________________

Signatures: Student/Guardian

1. __________/__________ I hereby read, fully understand, and agree to abide all classroom rules and policies. I understand that if I fail to act according to these rules and follow these policies, I will receive these consequences.

2. __________/__________ I will keep a copy of this classroom rules and policies so consult it if I have any question about the class procedures.

3. __________/__________ I will turn in this signed page to Ms. Nguyen and understand that failure to turn this page in will result in my grade not being released and the possibility of receiving no credit for my future work and failing the class.