

Technology Education Procedures & Expectations

Mr. Blaine

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1. Treat everyone in the classroom with common courtesy and respect.
2. Please be seated before the bell rings and stay seated unless using machinery.
3. Please sharpen pencils before being seated.
4. Students are not allowed to have gum, candy, drinks or food in Tech Ed.
5. Please bring required materials to each class. Problem solve if you don't.
6. Please leave caps, jackets, backpacks and purses in hall lockers and try to use the restroom before class time.
7. You can use the restroom or drinking fountain during class if you fill out a pass.
8. Quiet, orderly behavior is essential to promote a positive learning environment.
9. Please observe quiet conditions during tests/quizzes. Students could lose credit or need to retest if talking.
10. Please turn in work when asked for and to the appropriate place. **Clearly write your full Name and Class Period on all work turned in.**
11. Students missing class time are responsible for getting and making-up work. Schedule make-up times if necessary.
12. Absent students have two days to make-up missed work.

13. Textbooks are for classroom use only. Complete any textbook work during study hall if you are absent.
14. You can stand or sit on tables only in special situations.
15. Please stay off stacked chairs; this can cause damage or injury.
16. Students will remain in the classroom until being dismissed by the teacher.
17. Clean up will be completed before dismissal. Please stop working on your projects during clean up time.
18. For your comfort dress, appropriately for Tech Ed. PAINT is used in this class and aprons are available!
19. For your safety, please follow instructions for fire and storm drills or any other emergencies.
20. Substitutes will be treated with respect and courtesy.

Required Materials

One Two-Pocket Folder

Pencil-Wood or Mechanical

Loose Leaf Note Paper or Notebook

Large eraser

Ruler with 1/16th inch increments

Student Planners are required each day

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Name _____ Period _____

Grading

Projects in my Tech Ed classes are assessed by a method known as Concurrent or Quality Grading. Any student that completes a usable project to a minimum standard will in most cases receive a letter grade of B (85 percent) or higher for the project. To attain a higher grade, students can also type or word process in their own words a summary of making the project. The summary should include the tools, materials and steps with important measurements. Any student that completes a usable project to the minimum standard and writes a process summary will receive at least a B+ (88 percent). All other assignments and test/quizzes will receive point totals accordingly.

Extra Credit

Extra credit in the form of a Tech Ed report can be written about any technology subject. It must be word processed in the students own words and the source of the information must be cited. Reports must be at least a paragraph long and will receive up to (5) points extra credit. Longer reports may receive more extra credit but it is not guaranteed. Students can receive extra credit if they create and complete their own project relating to our curriculum. Prior approval from me is required for any extra credit project and the work has to be done solely by the individual student without any help from other classmates or parents.

School View

Any assignment with X (Expired), M (Missing) or A (Absent) is something that should be completed already and is receiving (0) points. Expired assignments are past due and will no longer be accepted for credit. Any assignment that has a W (Work in progress) is currently being worked on but might not be complete or graded yet and is not being factored into the overall grade. All work should be turned in by the posted due date and extra credit must be turned in before the last week of the trimester in order to count for credit.

Make-Up

Any make-up work due to absences or band lessons can be done before school from 7:30 a.m. to 8:00 a.m. with prior approval from me. Students will need to arrange any transportation needs on their own. Thank you. Mr. Blaine

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Student Name (Print) _____ Period _____

Student Signature _____

Parents/Guardians Name (Print) _____

Parents/Guardians Signature _____

Telephone # _____

Parents/Guardians E-mail Address _____