

Señor Acevedo's Classroom Procedures and Policies



When Class Begins (Bell)

- Come prepared with your required book and a writing implement. If you do not bring your book, share with a partner. If you continue being unprepared, a call home will result.
- You will need your books and writing utensils EVERY DAY.
- You are expected to be IN YOUR SEAT, starting the DO NOW. If you are not in class when the bell rings, you must get a tardy pass. No exceptions.
- If it is time for the Pledge of Allegiance, please remove your hat.
- You must remain quiet during announcements and 15 seconds of silence. If you are not quiet, you will stay with me after class.



General Classroom Expectations

- Respect people's personal space, including not touching others.
- Be respectful of everyone and everything. NO WRITING on desks, chairs, privacy folders.
- Raise your hand when you have a question, concern, or contribution.
- Stress-free and negativity-free classroom.

Expectations During Instruction

- Please give the teacher your full attention.
- Do not talk while others are talking.
- Do not start assignments until the teacher tells you to begin (except the DO NOW). If you are working on homework during class, I will not accept it.

Expectations During Pair and Group Work

- No side conversations. All group members must be focused on the task at hand.
- Each group member must contribute proportionally.
- If you are **helping** another student, please help quietly.
- Try speaking only in Spanish!

Prompts

- If I put my hand up, you are to stop talking, face me and also put your hand up until everyone in the class has stopped talking and I have put my hand down.

If You Have A Question or Concern

- Please email me at christian.acevedo@pfisd.net or come see me before or after school in Portable 5. I will handle your concern as soon as possible. If you have a concern during class, please use a post it on the bookshelf, write your name and the concern, and stick it on my desk. I will get to it ASAP.

If You Have A Comment

- If you have a concert, game or other sort of performance, and would like me to attend, please use a post it on the bookshelf, write your name and the information, and stick it on my desk. I'll do my best to attend anything you all have – I'm interested to see what you all do outside of our classrooms!

Bathroom Passes

- Please make sure you put the TIME YOU LEAVE in the box on the bathroom sheet. This sheet is located on the table at the entrance of the room under the bulletin board.
- You have a certain number of bathroom passes allotted each quarter (5). Once you use them, you will not be allowed to ask to go to the bathroom during our class. Choose to use your bathroom passes wisely.

End of Class Dismissal

- Do not pack up your things while I am speaking, I will usually prompt you a few minutes before class ends to start getting your things ready – I know we're in a portable away from other classrooms.
- Clean up your desk. Do not leave any trash or personal belongings behind.
- Stay in your seat until the bell rings. If you are out of your seat when the bell rings, you will stay one minute after with me.

When You Miss Class...

- You are expected to make up **ALL class work** and homework. It is your responsibility to show me the completed work when you return if you want full credit. Failure to show me the completed work results in a zero for the assignment(s) or will result in late work (half credit).
- Handouts for class are on the bulletin board by the door. Please check the folders for the day(s) you were absent.
- Turn in missing work to the Missing Work bin on the table. **PUT YOUR NAME ON EVERYTHING.**

Behavior Discipline Procedures

- 1st offense: Verbal warning
- 2nd offense: I will ask you to stay after class .
- 3rd offense: You must schedule a time **after class** to conference with me before or after school (8:30 or 4:20). You will be with me for 15-20 minutes.
- 3rd offense: Call to parents
- 4th offense: Referral to the AP and a call to parents.

What warrants an automatic Referral?

- Using your cell phone/iPod/electronic device in class
- Dress code violations
- Vandalizing school property
- Disrespectful and/or violent behavior
- Numerous behavior offenses



School Rules and Policies

- All school rules as outlined in your student handbook will be strictly enforced.
- Always exhibit academic honesty and integrity.

Some Things to Ponder

- “The quality of the choices you make today will dictate the quality of your opportunities tomorrow.”
- Look at school as it is your job: show up on time, ready to work, and ready to contribute **positively**.
- Attitude really is a choice.



My Promise to You

- These procedures and expectations will enhance your learning experience.
- We will have a great year together if *you* want to.
- I will give you my very best every day and ask the same from you in return.
- I will show you the respect that I want you to show me in return.