

Earth Science Policies

Mr. Ling

REQUIRED MATERIALS to bring to class -

- **Notebooks**
 - 2-pocket folder, plus about one more folder per quarter
 - lined paper
- **#2 pencils w/ erasers** – very important! Mechanical pencils are great – I like the *Pentel Twist-Erase 0.9*.
- **Calculator** – any type
- **Current Chapter from my Book** (handout)
- **Reference Tables** (handout)
- **Review Book** – more information on this in a few weeks

Optional (highly recommended) Materials –

- **colored pencils** (at least 5-6 colors)
- **ruler** – must have metric units
- **tape**
- **drawing compass**
- **pencil sharpener or mechanical pencil**



RULES - the “3 R’s” of men and women: RESPECT, RESPONSIBILITY, and RESULTS:

1. Listen to the teacher and **follow all directions** given, including the lab safety and computer rules
2. **When speaking before the class, raise your hand** to be recognized *before* you speak; speak with respect for yourself and others (no foul language or insults)
3. **Be in your seat** when the bell rings (sit only on chairs/stools and don't move them around the room); ask permission to leave your seat; wait to be dismissed after class - don't wait at the door; HALL: one at a time, sign in and out
4. **Keep to your personal space** (don't touch anything that isn't yours without permission -including computers, lights, windows, shades, thermostat, shelves, posters, and other people's stuff)
5. **Keep the room clean** - no food, drink or gum, no graffiti, and clean up after yourself
6. **No headgear, electronics, sharp objects, or improper clothing** – read Agenda

ROUTINE:

- **Before the bell rings**, enter the room, take your seat, and keep book bags out of traffic aisles.
- **Take out your homework**, notebooks and other necessary science materials. Put all other belongings under your desk or seat. Hand in assignments owed, **sharpen pencils**.
- While waiting for class to begin: **write assignments in your calendar** and/or try to write down at least one **question to ask during class** or before the next test.
- If you need to speak to me about something that's urgent or of concern to others as well, raise your hand. **If it's about a concern of yours only, ask me on YOUR time, NOT class time** - approach me during a lab or class activity when I'm free, or before or after class (not while I'm trying to get class started).
- Toward the end of class – listen quietly to the announcements. **Do not wait by the door for the bell to ring at the end of class.**

CONSEQUENCES for inappropriate behavior – Repeated, disruptive, disrespectful, threatening or violent behavior will result in a loss of privileges, be assessed a performance penalty which affects your grade, or result in referral to the office. Repeated lateness or abuse of hall privileges will result in revocation of hall privileges for one month, with possible accrual of multiple months revocation.

CALENDAR - I post the unit Calendar and Lesson Plans on my website at <http://danling.com/earthling> This includes announcements, assignments and due dates, labs, etc. Write the due dates in your agenda as soon as possible. If you're absent, just make sure you get the information from the web site or a classmate, or print out a copy when you return. It is your responsibility to read the Calendar and lesson plan and to pick up any materials you need at any time from the bins in Room 319.

GRADING - you receive a single grade on your report card which includes both class and lab. Grades will be posted in class by student ID number, and updated about every two weeks. The grade is a simple total of your points divided by the maximum possible score. You will do practice questions before each unit test.

Tests	100 points each
Quizzes	5 – 30 points each
Labs	20 points each
Assignments / Homework	usually 5 points each

ASSIGNMENTS - these are anything assigned that's not a lab, including class work and homework. Assignments are often assigned to be completed during class and will be checked at that time to receive credit. Homework is due at the beginning of class, and will be checked by me at that time. ***Give no credit for late homework***, including that which is completed in Academic Assistance, except if you have been legally absent from school.

LABS - You will do 30 to 40 labs in groups of 2-4 people. The lab is usually due at the end of the period, when you will take a lab quiz on the lab, using your lab sheet. If the lab is to be finished at home, it will be due the next hour we meet. These labs are turned in to me at the ***beginning*** of the period unless we plan ahead to spend additional class time on them. If you have questions / problems with a lab, you must seek help. For Regents Earth Science students: I will keep your first 20 or so labs (graded a 13 out of 20 or higher) in a folder in my office, since ***you need to submit 20 of them at the end of the year in order to take the Regents exam.***

MAKE-UP WORK - You are responsible for all work (labs, assignments, etc.) while you're absent from school or class. If you're out, you can obtain class notes and assignments by calling a classmate or at my web site. Don't ask me "what work do I owe?" after you've been absent. ***You*** must determine what work you owe by looking at the Calendar and Lesson Plans. Ask if you need assistance with this process of self-organization. All materials are organized in the bins at the front of my room. Labs or assignments will not be considered late when due to a legal absence. You have one day for each day absent to make up the work.

OFFICE HOURS - If you need to make up a lab or to receive extra help, please make an appointment with me before or after class, and sign the sign-up sheet. In general, I'm available after school in Room 319 on Tuesdays until at least 3:10, and sometimes on other days. I will not be available for extra help during the school day unless you make an appointment.