**Contact information:**

* Email address: mostrin@alpinedistrict.org
* Website address: mostrin.weebly.com

**Assignments/assessments:**

* Due dates, homework, and the class agenda will be posted at the back of the classroom each day. I will announce homework in class, but it is the student’s responsibility to record homework and be aware of due dates.
* Assignments are due ON TIME. Students may turn in an assignment early if they know they will not be in class on the due date. However, any late work will be worth 50%. Please make the necessary arrangements to bring the assignment in on time if you are not going to be in class on the due date. You may also email any assignments to me, if the need arises, at mostrin@alpinedistrict.org

The following schedule is a list of cut-off dates for late work. Any assignment due before each date will no longer be accepted after each cut-off date.

|  |  |  |  |
| --- | --- | --- | --- |
| TERM 1 | TERM 2 | TERM 3 | TERM 4 |
| **Midterm Deadline:**September 22nd**End of Term:**October 11th | **Midterm Deadline:**November 21st**End of Term:**December 12th | **Midterm Deadline:**February 6th**End of Term:**March 9th | **Midterm Deadline:**April 27th**End of Term:**May 24th |

NO LATEWORK WILL BE ACCEPTED THE LAST WEEK OF SCHOOL!

* In my class, I believe that we don’t always get it right the first time, and so I welcome students to re-do assignments for a better score.

**Class remediation:**

* **Mondays** will be our class remediation days and students will be given class time to work on missing assignments, remediate assignments, and/or re-do assignments for a better score. Work is considered late if it is not done the day it is due.

**Attendance and Skills:**

* This class will adhere to Westlake High School’s Attendance Policy. Please refer to the Student Handbook for an updated version of the Attendance Policy.
* It is the student’s responsibility to come get missed work from the teacher or to go on the website to see what he/she missed and what was handed in during class.
* All students are expected to actively participate in class. Advanced discussions, questions, and debates will take place in class and all students will be expected to participate.
* Skills includes **coming to class on time**; having **assignments neat, presentable, and turned in on time**; having the needed materials for class; **taking active notes**; and **participating** in class discussions.

**Cell Phones:**

* Cell phones will not be allowed in the classroom except for emergencies or classwork (I will let students know when it is appropriate for them to use their phones).
* Cellphones must be turned off and in students’ bag during class.
* If students expect an important call or text, they need to let me know. They will be allowed to have their phone with them and to step out of the classroom quietly to answer it.
* **If students are caught using their cell phones without authorizations, and/or if it disrupts the student(s)’ learning*,* the cell phone will be confiscated for the rest of the class and put in a box. Parents will be contacted! If this behavior continues, the phone will be taken to the front office where students or parents will be able to go pick it up at the end of the day.**

**Cheating:**

* Any act of cheating, including plagiarism (in any form), copying or allowing classmates to copy, inappropriately using notes, or submitting work of a parent, classmate, or friend as student’s own work will automatically result in an ZERO.



Please read, sign, and return ONLY this part of the disclosure. Keep the rest of it for your records.

I have read and understand the content of this disclosure document.

Class Period\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Name (please print) Student Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Name (please print) Parent Signature

**Any special concerns I need to be aware of?**