

**Mr. Bernhart - Room 105**  
**www.mrbernhartslair.weebly.com**

Dear Students and Parents,

Welcome back to the QVMS GT Academy! I am extremely excited about the upcoming year. In the first nine weeks, we will begin a comprehensive semester long study that blends fiction reading, expository writing, annotating, and understanding author's craft with research and a social action plan to make the world a better place.

Make sure you've completed the summer reading and the corresponding assignment. The assignment is due on Friday, August 28<sup>th</sup>.

My contact information is as follows:

Email: Joe.Bernhart@fortbendis.com	Phone: (281) 634-0923.
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If you need to meet with me, my conference and planning time is period 5. My website address is listed above. Please visit it often. I am looking forward to an incredible year!

**Keep this letter for future reference.**

Sincerely,

Mr. J. Bernhart

Supplies: lined filler paper, 1 ½ inch binder (any color), 5 binder dividers, pens (blue or black) Tissue is also appreciated. DUE: Tuesday, September 1, 2015.

## **POLICIES AND PROCEDURES**

### **GRADES**

A = 90-100  
B = 80-89  
C = 75-79  
D = 70-74  
F = 69 or lower

### **Late Work**

1 Day Late = 10 point deduction  
2 Days Late = 20 point deduction  
3 Days Late = 30 point deduction  
More than 3 days = 50 if turned in

*\*Students will be assigned ZAP (Zeroes Aren't Permitted) if they do not turn in an assignment on the day it is due.*

### **Makeup Work**

It is the student's responsibility to obtain and complete any work missed because of any absence for any reason. Students should ask about missing work BEFORE or AFTER class (not during instruction). Students should ask for makeup work on the day they return to class.

## **Retesting**

Students **must** retest if they fail a major grade assessment. Before retesting, they must first attend a review tutorial. Students may elect to retest if they make lower than a 75 on a major grade assessment. The highest grade possible on a retest is a 75.

## **PROCEDURES**

### **Entering the Room**

Students will go directly to assigned seats (throw away any gum, candy, or food BEFORE entering class). Take care of personal needs *before* the bell rings.

Students read the “OBJECTIVE” of the day.

Students copy “HOMEWORK” from the board into planner or notebook.

Students complete “DO NOW” in appropriate section of 3-ring binder.

Students quietly do all of the above.

Students should be working as soon as or before the bell rings.

Students must be on time to class. As per school policy, tardy students will not be allowed into the classroom without a hall sweep pass. Habitual tardies will result in disciplinary action. Students who are late in the morning before 1<sup>st</sup> period must report to the attendance office before coming to class.

### **During Class**

Students will quiet down when teacher raises his hand or Packers banner 😊. Stop, look, and listen when this happens.

Students will stay in assigned seats. Assigned students will distribute and collect materials.

Students will follow established procedures for paired and grouped work (as taught in class).

Students will follow CHAMPS procedures for varying classroom scenarios (as taught in class).

Students will throw trash away at the END of class.

Students will bring materials (planner, pen, binder) each day. *Asking for a pen or paper is NOT a valid reason to talk during beginning procedures or quiet work time.*

Students will remain in class except in EMERGENCY situations. Use the restroom *before* coming to class. Hallway and restroom passes will not be issued as a general rule.

If granted permission, students must sign out on the log and return expeditiously.

For fire drills, students will line up as taught in class and proceed quietly to designated area in a single file line. Students will return in like fashion.

### **Dismissal**

Students will wait for the teacher’s permission to leave the room.

Assigned students will collect materials and assignments before the bell rings.

Students will clean the area surrounding their desk and their section of the room.

Students must be in seats and quiet before they will be dismissed.

These are the basic classroom policies and procedures. Students will be informed of other classroom policies and procedures in class as needed.