

COLLEGE and CAREERS
Mrs. Wagner
Office hours are before school or with a pass. 507-477-3235 ext 242

*YOU WILL do everything possible to allow
yourself to learn,
your classmates to learn
your teacher to teach.*

COURSE DESCRIPTION and OUTCOMES

This course is all about YOU and your future as an adult. During the semester we will explore your post-secondary and career options by using multiple computer programs and websites. Compare colleges and schedule visits to those that may offer what you are looking for. Fill out applications, explore financial aid possibilities, write scholarships and college essays and review study habits. Listen to college students as they share their experiences and advice on roommates, extra-curricular fun, and what to save from high school.

CLASSROOM POLICIES

1. All students are expected to be in their desks when bells ring.
2. Students must come prepared with *their own materials*. Necessary materials include a writing utensil (pencil, blue or black ink pen) and any assigned work or handouts. If students do not bring the necessary materials, they can borrow from a friend or sit and accept the consequences. Notebooks, pencils, and pens may be bought from me prior to class.
3. There will be NO locker passes issued.
4. Please do not comb or play with hair.
5. Food and drink are allowed ONLY during cooking labs. Chewing gum is allowed IF it is properly chewed and disposed of.
6. Please bring a box of Kleenex for all to use in the classroom.

GRADING

1. Grading is done on a point basis. The lowest percentage to receive the given grade is listed below.

A 94%	B 84%	C 74%	D 64%
A- 90%	B- 80%	C- 70%	D- 60%
B+ 87%	C+ 77%	D+ 67%	F 59% and below
2. Summative Assessment (test scores, chosen projects, research, etc) will be 90% of your grade.
 - A. Students will have one opportunity to re-take summative assessments and will have five school days to do so. Re-takes will cover the same content but may be in a different format. Students will be expected to initiate a re-take according to the teacher's schedule and must have all formative assessments completed prior to a re-take. A student's re-take score will be add to the score of the first assessment and these two scores will be averaged to serve as their final score for the assessment in question.
 - B. Students in violation of the district's academic dishonesty policy will have 5 school days to complete an alternative assessment. Time and location of the alternative assessment will be set by me. Choosing to not do the alternative assessment will result in a zero.
 - C. I suggest keeping your research and assignments throughout the semester. It will more than likely come in handy when doing your final.

3. Formative Assessments influence 10% of your grade.
 - A. Due dates along with any pertinent class information will be posted after 3:00 at my website *and* daily on the assignment board. Links are located at the school's webpage (www.hayfield.k12.mn.us) under high school teacher websites or under student resources.
 - B. It is your responsibility to turn in your work on time. I will not take class time to collect your homework. Place work in the top file on my desk. Many assignments and tests can be emailed to me.
 - C. Make sure your name is on all assignments. If I cannot *easily* figure out whose assignment is missing a name, I will place on the shelf located below the file under the turned in assignments. It will be your responsibility to claim it, put your name on it, and return to the top assignment bin for grading.
 - D. Assignments turned in by the
 - Due Date** = full credit
 - Deadline** (5 school days after the due date) = 90% credit
 - 8th Week Credit** (before the 8th week of the quarter) = 50% credit
 - E. Two days will be given for make-up work if absent from class. You will *need* a make-up slip to be given any work missed.
 - F. Missing assignments will be reflected on JMC as LI which means it is late and calculates as a zero in your grade percentage.
 - G. Extra credit will not be given. You may see some bonus points on tests.
4. Responsibility grades are not included in your academic grade. However, working toward a high level in each area will in turn aid your academic grade.
 - A. Practice – Assignments will be complete, done well, and handed in on time.
 - B. Behavior – Have a positive attitude toward class. Act and speak appropriately. Please stay within your personal space. Remember YOU will do everything possible to allow yourself to learn, your classmates to learn, and your teacher to teach.
 - C. Engagement – Participate in class, be on time, and bring all needed materials to class.

I understand the grading policy and classroom rules used in Mrs. Wagner's class and will do my best to see they are followed.

student signature

parent signature