

LAST NAME:

FIRST NAME:

PERIOD:

Students will learn how to properly organize their study skills as well as learn responsibility. Activities will involve the use of a **SCHOOL ISSUED TABLET/LAPTOP** to properly **monitor** all activities while in class.

**YELLOW PASSES AND BATHROOM PASSES MAY NOT BE ISSUED THE FIRST AND LAST 10 MINUTES OF CLASS**

Materials needed:

<b>School Issued Tablet/laptop (no personal tablets or laptops allowed)</b>	<b>Earbuds/headphones</b>	Lined 8 ½ x 11 paper & Pencil
<b>Wireless/bluetooth keyboard &amp; mouse (for students who receive a tablet instead of a laptop)</b>		Notebook, binder NOT NEEDED

## STUDENT SECTION:

THINGS TO DO within 5 days of entering this class

DUE DATE: \_\_\_\_\_

*(Signature indicates completion)*

Student Signature | Parent Signature

1. \_\_\_\_\_

\_\_\_\_\_ 1. **Student** Download the [REMIND](#) app on your cell phone.

Use the code below to **join** your class.

Period 1 → @322a6g

Period 3 → @ekc8c6

Period 5 → @4ge2c2

Period 7 → @87683

Period 2 → @cfba6a

Period 4 → @3f8e2e

Period 6 → @4k7af7

Period 8 → @kgeag7

*(Signature indicates completion)*

Student Signature | Parent Signature

2. \_\_\_\_\_

\_\_\_\_\_ 2. Sign up to [turnitin.com](#) -

Use the CLASS ID below to **join** your class.

**ENROLLMENT KEY: reagan**

Period 1 → 16335218

Period 3 → 16335278

Period 5 → 16335339

Period 7 → 16335378

Period 2 → 16335395

Period 4 → 16335431

Period 6 → 16335455

Period 8 → 16335492

*(Signature indicates completion)*

Student Signature | Parent Signature

3. \_\_\_\_\_

\_\_\_\_\_ 3. Fill out the Contact Information Form Sheet

\_\_\_\_\_ 4. KHAN Academy – Join a class

Period 1 → **PGQTP8UX**    Period 3 → **P6YTPCHX**    Period 5 → **F6J4KDYZ**    Period 7 → **7J5A2H2W**  
Period 2 → **UDNGCK4K**    Period 4 → **4WFU4SGD**    Period 6 → **TTJE2T85**    Period 8 → **RKT885HM**

<i>(Signature indicates completion)</i>	
Student Signature	Parent Signature
4. _____	_____

\_\_\_\_\_ 5. INSTALL MICROSOFT OFFICE (home computer)  
(If needed)

<i>(Signature indicates completion)</i>	
Student Signature	Parent Signature
5. _____	_____

\_\_\_\_\_ 6. READ: ONENOTE setup  
(How to setup ONENOTE from your home computer)

<i>(Signature indicates completion)</i>	
Student Signature	Parent Signature
6. _____	_____

\_\_\_\_\_ 7. SYLLABUS – Student & Parent must SIGN

<i>(Signature indicates completion)</i>	
Student Signature	Parent Signature
7. _____	_____

\_\_\_\_\_ 8. **PARENT** Download the [REMIND](#) app  
on your cell phone.

<i>(Signature indicates completion)</i>	
Student Signature	Parent Signature
8. _____	_____

**(Method of communication between parent & teacher)**

When prompted to type your name, **DO NOT REGISTER WITH THE PARENT'S NAME**

In the **LAST NAME** box: **Type the word *PARENT***

In the **FIRST NAME** box: **Type your child's *Last, First***

Use the code below to **join** your class.

Period 1 → @322a6g    Period 3 → @ekc8c6    Period 5 → @4ge2c2    Period 7 → @87683  
Period 2 → @cfba6a    Period 4 → @3f8e2e    Period 6 → @4k7af7    Period 8 → @kgeag7

\_\_\_\_\_ 9. UPLOADING DOCUMENTS to ONENOTE  
(Parent must **watch** the student **UPLOAD** the syllabus  
to ONENOTE & **acknowledge** student is **able & knows**  
how to upload documents to ONENOTE)

<i>(Signature indicates completion)</i>	
Student Signature	Parent Signature
9. _____	_____

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**STUDENT RESPONSIBILITIES:**

- **Turn in all assignments by the due date posted on the teacher's website. (All DUE DATES for CW/HW will be posted on the teacher's website.)**
- **Assignments are due on the due date.**
- Rare exceptions for unexcused late assignments will be agreed upon by the teacher and subject to receiving a lower grade (70%)
- Excused Absence with Parent Note – Students will have 3 days upon return to school to turn in the note to the attendance clerk (main campus) during lunch or from 2:20-2:40pm. Attendance clerk will issue an official Admit to class for you to present to the teacher.
- You will be allowed a total of 5 Parent Notes (cleared by the attendance office) in a grading period.
- After the 5<sup>th</sup> absence the school will only accept official documentation (i.e., court document, medical note, etc.)
- **Students are responsible to check my website for MAKE-UP work.** All work is submitted online therefore student is able to submit work on the due date as stated.
- Check REMIND messages sent by the teacher. (allow notifications on your phone to be alerted)
- **ALL ASSIGNMENTS ARE SUBMITTED ELECTRONICALLY via ONENOTE.**

**Student Disciplinary Responsibilities:**

- Students will turn **OFF** their cell phone **before** entering the classroom.
- Students must have their phone on hand upon entering the classroom and ready to: (see next bullet)
- Place their cell phone in the assigned number slot in the cell phone holder **upon entering** the classroom. **(NOT AFTER)**. Failure to do so will result in confiscation of cell phone and turned in to administration. Parents are allowed to pick up cell phone 24 hours later.
- RESPECT your classmates and teacher.
- Follow instructions given by your teacher. Attempting to engage in a verbal discussion with the teacher is subject immediate disciplinary action (at the discretion of the teacher).
- Not signing a detention is subject to disciplinary action (at the discretion of the teacher). The act of signing a detention is ONLY AN ACKNOWLEDGEMENT OF RECEIPT OF SUCH. Failure to sign detention is an act of defiance and subject to immediate disciplinary action. Failure to serve a detention will also result in further disciplinary action by the teacher. You may appeal your detention by seeing the teacher after school ONLY (not during or between classes).
- Students will charge ANY electronic devices OUTSIDE OF THE CLASSROOM. For your convenience, set up a calendar reminder on your cell phone that will notify you to charge all electronic devices the night before each class.
- **School Policy: STUDENTS MUST WEAR THEIR SCHOOL PICTURE ID EVERY DAY ! (Result in Disciplinary action)**
- **School Policy: HOODIE SWEATERS MAY NOT BE WORN AT ANY TIME ! (Result in Disciplinary action)**

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*Signature indicates ACKNOWLEDGEMENT of the CLASS SYLLABUS:*

Student Signature

Parent Signature

DATE \_\_\_\_\_

DATE \_\_\_\_\_