

AP ECONOMICS CLASS RULES AND EXPECTATIONS

MR. LIEBERSON

I. Work Ethic

Since the objective of school is to prepare us for a successful post secondary life including effective employment skills & attitudes, students will be expected to interact and function as one would in the work place.

Therefore, all students & teachers are expected to work and interact with one another in a manner of **mutual respect** for each other's right to work and learn in an environment conducive for education and work. The following types of expectations will be required by all:

Expectation	Reason For Expectation
Students are expected to arrive in class, sitting in their seats and ready to begin work by the ringing of the 2 nd bell.	We are all expected to be at our jobs at a certain time and not a minute late. If we are consistently late, we may ultimately be terminated from employment.
Students are expected to make certain their work area around their desks is clean of all trash and debris.	Neatness and cleanliness is extremely important for successful job development. No employer desires his/her staff to work in an unclean & unsafe environment.
Students are expected to be honest & not make any statements that are intended to be misleading or misrepresentative regardless if it is concerned with a major or minor issue.	Honesty is crucial for success in the work place. Employees who are found to be dishonest in any manner will usually be immediately fired from their job.
Students are expected to remain focused on the task at hand & not act in any manner which will disrupt the class-work environment (e.g. talking, asking irrelevant questions, getting out of seat without permission, throwing of any item in class any distance, getting involved in other student's affairs with teacher, etc.)	Effective workers remain focused on their jobs in a serious manner. If they have a problem or situation that needs to be resolved, they will know the appropriate time & place to discuss it with their supervisor (after class or school)
Students are expected to remain in their seats until the teacher dismisses them. No student is to be standing at the door prior to dismissal.	As important as coming to work on time, making certain one does not leave work early without permission of their employer is as critical to job success. One who leaves work early (even a minute) could risk job termination, docking of pay, etc.
Students are expected to communicate using appropriate inoffensive language.	Effective workers know how to speak in the work place in a manner so as not to offend anyone. Workplace language is totally different than what one would use in a social situation.
Students are expected to respect school, teacher's & other student's property. This includes but is not limited to touching of another's books or possessions without permission.	If a worker is found to be disrespectful to the business' property, tools or any other item, that worker will almost be immediately fired. Further, if a worker is found to be disrespectful to their colleague's property, they will most certainly lose their trust & respect.

NOTE: The above list is a selection of expectations. All rules & procedures set forth in Student Guidelines apply. Teacher reserves the right to deal with other circumstances, as he feels appropriate as they develop.

II. Absences

If a student is absent from school, it shall be student's responsibility to contact the teacher to determine what work was missed. Students are responsible for any work assigned or due a particular day absent.

- It shall be student's responsibility to speak with teacher at an appropriate time (e.g. after class or school) to determine what work was missed. ***The teacher will not tell the student unless asked first!***
- If a student is absent from school on a day an assignment is due, that student must submit the assignment on the very first class he/she returns.
- If a student is absent from class due to a school activity (class trip, assembly, etc.), it shall be student's responsibility to make certain assignment is submitted on the actual due date.

III. Passes From Class

A. Number of Passes Allowed Per Marking Period

At the beginning of each marking period, each student will be given three (3) special tickets. Each time student needs to leave class (being called out by the office or some other administrator is an exception), that student will forfeit one of their tickets

All unused tickets at the end of the marking period will be returned to the teacher with the student receiving 500 points towards the point contest plus 1/3 percentage point added to final marking period average per ticket. If, on the other hand, a student uses all of their tickets, then he/she will not have any pass privileges for the remainder of the marking period. Conditions of tickets include the following:

- Students are only allowed to use their own tickets
- Students are responsible for their tickets. If lost or stolen, **they will not be replaced and student will lose pass privileges until new tickets are given out.**

B. Students will only be allowed to leave class for use of the lavatory or some other purpose deemed appropriate by the teacher. Teacher has the right to revoke all pass privileges if student abuses this privilege. Teacher also has the right to allow a student to leave class without a lav pass if deemed necessary.

IV. Due Dates

Unless given prior permission by the teacher, all assignments must be completed by the required due date. Assignments to be submitted at teacher request during assigned class period. Any assignment submitted after that point, shall be considered late. No assignment will be accepted beyond the due date. . If a student is in school on a day an assignment is due but not in class (i.e. field trip, testing, meeting, etc.), assignment must still be submitted on that date.

If special circumstances develop in regards to a particular assignment student must discuss this situation with the teacher after class or school **prior** to the due date. If an extension is granted, student will be issued a "homework extension pass" to be attached to the assignment when submitted.

V. Early Submission

With selected major assessments, students will have the option of submitting the assignment prior to the due date. With the submission, teacher will review the work and return it to the student with a preliminary grade along with comments. Student will then have the number of the school days the assignment was submitted prior to the due date to revise the work based upon teacher's commentary and resubmit it.

VI. Extra Credit

Students who are missing any assignment during each marking period will not be eligible for any extra credit opportunities during that marking period.

VII. Use Of Technology

With the exception of film facts/categorizations, journal sheets and any other assignment specifically labeled as such, all submitted work is to be typed and/or computer generated. Any assignment submitted not typed will not be accepted and subject to the late deductions mentioned under "Due Dates" above.

Failure or malfunction of computers will not be acceptable justifications for not submitting any assignment when due. This includes but is not limited to hardware, software and e-mail issues. Some suggestions regarding potential technological problems:

- Do NOT wait until the evening prior to a due date to complete an assignment
- If a computer problem develops, student has option of
 - Submitting assignment on a CD, flash drive or some other external device
 - E-mailing assignment (*student assumes all responsibility for e-mailed assignments being received by teacher*).

VIII. Cell Phones/Mobile Devices

Recent studies have indicated the use of cell phones and other mobile communication devices during class instruction is not only a distraction for students and teachers but results in significant reduced learning.

"In this study, we examined the impact of mobile phone usage, during class lecture, on student learning. Participants in three different study groups (control, low-distraction, and high-distraction) watched a video lecture, took notes on that lecture, and took two learning assessments after watching the lecture. Students who were not using their mobile phones wrote down 62% more information in their notes, took more detailed notes, were able to recall more detailed information from the lecture, and scored a full letter grade and a half higher on a multiple choice test than those students who were actively using their mobile phones." ("The Impact of Mobile Phone Usage on Student Learning", Communication Education; 2013)

Consequently, unless specifically allowed by the teacher for specific educational purposes, the use of cell phones or any other mobile devices is strictly prohibited during the class sessions. Any cell phone or other mobile device observed and/or visible (even if not being used) by the teacher will be confiscated and sent to the office per school policy.

IX. Academic Honesty

All work is to be the original work of the individual student. Students submitting assignments found to be duplicated in full or in part or similar beyond coincidence will not receive any credit for that particular assignment as well as forwarded to school administration for their action. These sanctions will be given to both the person doing the copying as well as the person whose work was copied.

All assigned work is considered to be an individual activity and not cooperative. All group/cooperative work will be specifically labeled as such.

X. Length Requirements

Many assignments will entail a minimum length requirement in terms of number of pages or lines. The following definition of each will be applied to submitted work.

- Unless otherwise specified, pages are to have 1" margins on all sides (top, bottom, left and right), double spaced with a font of not greater than 12.
- A line shall be 1" margins left and right and must contain a minimum of 10 words with a font of not greater than 12.