

Dear Student/Parent/Guardian:

I strongly believe that the classroom should be a place where every student has the opportunity to learn. To insure productive learning time, I expect each student to be respectful of others and show good behavior in my class. The following rules will apply to everyone in the class:

- Follow directions the first time given.
- Be respectful of your teacher, classmates and environment.
- Be on time and prepared for class. Have homework out and ready to be stamped at the beginning of the period.
- Stay in your seat unless you have permission to leave it. To get permission, raise your hand and wait to be recognized.

Homework – Homework will be assigned every night. In order to receive full credit, every homework assignment must be completed on time and in an acceptable format. All homework should be done in pencil. Homework done in ink will not receive credit. NO name – NO CREDIT. No exceptions. Homework will be collected daily. Homework will be posted at the Bonita High School website.

If less than 95% of the homework is not attempted you will not receive credit. All homework must have a numbered answer column on the right hand side and all work must be on the left. In the upper right hand corner the student's name and period should be there. In the middle of the top line, should be the number for the homework assignment. It will be where the homework is posted.

Supplies – All students are required to bring their book, paper, pencils, and erasers to class **everyday** unless notified otherwise.

Make-up work – It is the student's responsibility to make-up all assignments and tests missed. All work must be made up within the same number of days the student was absent. All make-up tests will be essay. There will be no make-up quizzes. Please refer to the quiz and test make-up policy.

Tardy policy – A student is considered tardy if they are not in their seat when the bell rings to begin class. A detention of one hour will be assigned for every tardy after the first one. If a student is tardy four or more times in a single semester, a Saturday school will be assigned for each tardy beginning with the fourth tardy.

Grading policy

In order to give you an approximation of how work is evaluated in this class, the grading scale is the following:

A	100 - 90
B	89 - 80
C	79 - 70
D	69 - 60
F	59 - 0

There will be NO rounding up for the final grade. The student's grade is the two digits before the decimal point.

The final grade is made up of the components listed below. These percentages are approximations, but should give you an indication of how each portion of the class is weighted.

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Homework	10%
Quizzes	35%
Tests	40%
Final Examination	15%

Parents/Guardians - I am always willing to discuss any matter that concerns you and your child. You may send notes with your child, call the school and leave a voicemail, or send me an e-mail. I will get back to you as soon as possible.

My e-mail address is d.shibuya@bonita.k12.ca.us

Preparation for class and good study habits require a commitment from your child and from you. I look forward to all of my students achieving academic success this year.

Sincerely,

David Shibuya

Student Name (please print)

Parent Name (please print)

Student Signature

Parent Signature

Date

Date

Parent e-mail (please print)