CONTACT ME:

Shelby.Steward@houstonisd.org
281-920-8000 ext. 036056
The HUB
14201 Briar Forest Drive
Houston, Tx 77077

CLASS MATERIALS

Required:
☐ 2 college rule composition notebooks (200 sheets)
☐ Pencils
☐ Black or Blue pens
☐ 1 three prong folder
☐ Pack of 12 colored pencils
☐ Highlighters

Recommended:
☐ Multiple Post-It notes
☐ One pair of earbuds
☐ AP Human Geo Study Book
☐ Hand sanitizer (extra credit)
☐ 1 Box of Kleenex (extra credit)

ROOM S236 CLASS PROCEDURES

Unlock the M.A.G.I.C
• Make eye contact (all eyes).
• Accept failure and learn from mistakes.
• Get off your seat- stand to answer questions.
• There is no “I” in team.
• Celebrate and empower others.

1. Enter the room with everything you need.
2. Respect your classmates, the teacher, and yourself.
3. Food and gum are not allowed without permission. Only water is permitted.
4. Be tolerant of other people’s opinions.
5. Stay in your seat during instruction.
6. Leave the classroom better than you found it.

EXPECTEDS

GRADES

Class progress reports will be sent home weekly via e-mail, so please have an updated e-mail address on file with the office. Parents and students are strongly encouraged to check the Grade speed Portal on a weekly basis to view the most current grades for EVERY class.

NORMS

1. Warning: The teacher provides a verbal reprimand/reminder to student.
2. Kiva Meeting: Discussion with teacher to address conduct.
3. Parent Contact: Parent will be contacted and notified of misconduct.
4. Referral to Administration: Student will be immediately referred to administration of offense.
LATE / INCOMPLETE WORK

* My expectation is that ALL assignments be completed to a level of proficiency (70% or higher) and turned in on time.
* If proficiency is not demonstrated, the assignment will be returned to the student and the work must be completed / redone. *(Grade will not be given until the assignment is proficient).*
* Parents will be contacted every time an assignment is late or receives lower than a 70%.
* Printer/Internet issues, leaving school early, nor field trips are an excuse for late work.
* Late work will not be accepted after two days. 20 points will be deducted from the final grade each day it is late.

ABSENTEE POLICY

* It is the student’s responsibility to check the HUB to find any assignments missed.
* A student has two extra days to turn in any work assigned on a day a student was absent. If a quiz was administered on a day a student was absent, the quiz must be made up on the first day the student returns. If previously assigned work was due on the day of the absence, the work is due on the first day the student returns.
* Students are responsible for any notes missed while absent.

TECHNOLOGY

Laptops will be used daily, but not all the time in AP Human Geography. A portion of class assignments, projects, and assessments will be completed digitally through Google or online via the HUB. The textbook for this course is online via the HUB. Students are expected to abide by all school and district digital safety rules and guidelines. Failure to do so will result in said student being banned from technology while in this course.

Remind code for class announcements: Text ____________________ to 81010

RETNAKE POLICY / TUTORIALS

Students may retake any major grade if they receive less than a 75. In order to qualify for the retake, students must:
* Attend a tutorial session to review material
* Parent signature on failing grade.
* Complete the retake within one week. The highest grade given for a retake is a 75.

My official tutoring times are Tuesday and Friday during lunch, but tutoring is ALWAYS available. Please do not hesitate or wait until the day of the test or the end of the six weeks to let me know they need help.

CHEATING

* The teacher will notify the administration and contact parents if cheating / plagiarism is suspected.
* The student will be given a zero for that particular test or assignment.
* The student will receive a written referral.

I have read and understand the rules and expectations for class. I acknowledge that it is my responsibility to contact my teacher if I have any questions or concerns. I know that this syllabus, assignments, calendars, and resources are available to me on the HUB / WHS Website at any time. I know that assignments can be submitted digitally at any time (unless it is specified that the assignment must be a hard copy) and that printer/computer/flash drive issues are not an excuse for late work.

*See the Parent and Student Overview for more information about the course.

Log onto the HUB and submit a picture of you and your Parent/Guardian reading the syllabus. Due September 3rd