



# Hortonville Middle School and Fox West Academy



## Ms. Miller's

### Classroom, Library, and Lab Expectations

	<b>Be Honest</b>	<b>Exceed Expectations</b>	<b>Accept Responsibility</b>	<b>Respect Others</b>
<b>Entering Classroom / Library / Lab</b>	<ul style="list-style-type: none"> <li>★ Enter quietly and sit in assigned seats.</li> <li>★ Record all learning targets and assignments.</li> <li>★ <b>BYOD</b> – Set devices to <i>silent</i> / vibrate and place them <i>face down</i> on tables.</li> </ul>	<ul style="list-style-type: none"> <li>★ Greet teacher and classmates appropriately.</li> <li>★ Arrive early, <i>prepared</i>, and ready to learn.</li> <li>★ Walk on <i>right</i> and use Voice Level 0 or 1.</li> </ul>	<ul style="list-style-type: none"> <li>★ Take out all required homework / materials.</li> <li>★ Sign Accountability Logs for missing work / supplies.</li> <li>★ Check board / class Web site and <i>read</i> daily tasks.</li> </ul>	<ul style="list-style-type: none"> <li>★ Be positive, helpful, polite, and kind.</li> <li>★ Sharpen pencils <i>before</i> class begins.</li> <li>★ Organize materials at tables <i>neatly</i>.</li> </ul>
<b>Learning in Class</b>	<ul style="list-style-type: none"> <li>★ Complete all tasks according to <i>instructions</i>.</li> <li>★ <b>BYOD</b> – Use mobile devices for <i>learning only</i> on HASD Public Network.</li> </ul>	<ul style="list-style-type: none"> <li>★ Participate actively in learning and have fun.</li> <li>★ <b>BYOD</b> – Use mobile devices on / above tables with <i>all</i> screens <i>visible</i>.</li> </ul>	<ul style="list-style-type: none"> <li>★ Ask questions to ensure understanding.</li> <li>★ Access <i>class Web site</i> as main learning resource.</li> <li>★ Use gum responsibly.</li> </ul>	<ul style="list-style-type: none"> <li>★ Keep chairs in <i>locked</i>, upright positions.</li> <li>★ <b>BYOD</b> – Protect and safeguard <i>all</i> digital learning devices / technology.</li> </ul>
<b>Working Independently</b>	<ul style="list-style-type: none"> <li>★ Complete assignments <i>honestly</i> / cite all sources.</li> <li>★ Borrow <i>student designated</i> materials only.</li> <li>★ <b>BYOD</b> – Practice good <i>digital citizenship</i>.</li> </ul>	<ul style="list-style-type: none"> <li>★ Remain engaged in the learning process.</li> <li>★ Study, learn, or read after finishing assignment.</li> <li>★ <b>BYOD</b> – Share technology tips and tricks.</li> </ul>	<ul style="list-style-type: none"> <li>★ Stay on task at all times until work is complete.</li> <li>★ Collaborate in pairs / small groups as directed.</li> <li>★ <b>BYOD</b> – Innovate and use <i>creative</i> solutions.</li> </ul>	<ul style="list-style-type: none"> <li>★ Allow peers to learn and work free from distractions.</li> <li>★ <b>BYOD</b> – Use <i>ear buds</i> to listen to music / view videos <i>with teacher permission</i>.</li> </ul>
<b>Leaving Classroom / Library / Lab</b>	<ul style="list-style-type: none"> <li>★ Plan to complete any unfinished assignments.</li> <li>★ <b>BYOD</b> – Ensure that all assignments are recorded in device / notebook.</li> </ul>	<ul style="list-style-type: none"> <li>★ Throw away all trash.</li> <li>★ Recycle when possible.</li> <li>★ Clean <i>all</i> table / floor areas <i>before</i> exiting room.</li> </ul>	<ul style="list-style-type: none"> <li>★ Push in <i>all</i> chairs <i>neatly</i>.</li> <li>★ Store <i>all</i> supplies <i>neatly</i>.</li> <li>★ <b>BYOD</b> – Pack up all mobile devices <i>securely</i>.</li> </ul>	<ul style="list-style-type: none"> <li>★ Lock or <i>log out</i> of all computers / devices.</li> <li>★ Turn in / <i>plug in</i> all school devices carefully.</li> </ul>
<b>Exiting Classroom / Library / Lab</b>	<ul style="list-style-type: none"> <li>★ Exit classroom in a quiet, <i>orderly</i> fashion.</li> <li>★ Take only <i>personally owned</i> materials.</li> </ul>	<ul style="list-style-type: none"> <li>★ Inform teacher of planned absences.</li> <li>★ Walk on <i>right</i> and use Voice Level 0 or 1.</li> </ul>	<ul style="list-style-type: none"> <li>★ Schedule help from teacher as needed: i.e. <i>ELT</i>.</li> <li>★ <b>BYOD</b> – Carry all devices / materials <i>safely</i>.</li> </ul>	<ul style="list-style-type: none"> <li>★ Wait <i>seated</i> at tables for teacher dismissal.</li> <li>★ Depart slowly and orderly <i>after</i> bell rings.</li> </ul>