

## Mr. Franco's Expectation Addendum for Parents/Guardians:

**Tardies:** It is extremely important for students to realize that punctuality is an important component of classroom behavior. I do not try to decide who was running into the class as the bell rings. It is also important to create an environment that reflects the value of education. That's why **a student is considered tardy if they are not in their seat** when the tardy bell rings. They should not be standing at a friend's desk or socializing across the room. **Focus should instead be on turning in homework and preparing for the day's activities.** In addition to enforcing the Palo Verde tardy policy, there are also some immediate consequences for tardiness in class. **Homework is considered late** for the day (half credit), and a student will not be allowed pass privileges during class (If it is an emergency, the student will have to serve 20 minutes of detention). One or two late assignments are not critical to determining an overall grade due to the numerous assignments given throughout the quarter. These consequences **can become** detrimental to a student's grade if they have a chronic tardy problem.

**Absences:** This is a Laboratory oriented class and attendance is extremely important for a student's success. I understand some absences are unavoidable, and I try to allow students to make up all absence work, but there are some labs that students can't make up. Sometimes there is no substitute for the lab experience itself, and since this is a laboratory-based class, students are held accountable for the experience gained in each lab. If the equipment or materials are still available for the student upon their return from an absence then they can make up the lab after school with me, if not then they will have to miss the points for that lab experience unless the absence has been excused by the attendance office. Once again this is not usually detrimental to a student's grade unless they have a chronic attendance problem.

**Late Work:** Homework is **due within the first few minutes** of class. Assignments turned in late due to tardiness will count as late. Students have been instructed on how organizational skills will prevent late work from occurring and one way to evaluate this skill is through the occurrence of late/tardy work. In fairness to all students, being seconds late or looking for it in your backpack still makes the assignment late.

**Make-Up Work:** Students must see me before or after school to get work missed during absences. It is the student's responsibility to get their absence work from me immediately on their return. They will have three school days per absence to return all work to me. Tests or quizzes missed must be made up before or after school. **Unexcused (UNX) or Unverified (UNV) absences will count against make-up work.** So make sure your student gets a **note turned into the office within 3 days of the absence. Work that was due the day of the absence needs to be turned in immediately upon return.**

**Electronic Devices:** As a parent I understand the security that providing your student with a cell phone provides. However, as a teacher cell phones and other electronic devices are a huge distraction to the learning environment. Therefore, please discuss with your student that the use of electronic devices in the classroom will not be tolerated. Also, please understand that to avoid discussion of the topic during class time the offending device will be confiscated and **turned in to the dean's office.** If getting in contact with your child is urgent, please call the office and they will get in contact with your student. If an electronic device must be brought to school, make sure your student knows it should be turned off and out of sight during class time.

**Website and Parentlink:** My webpage is <http://www.fmfranco.com>

Parents, please visit my webpage often. I have my lesson plans posted for at **least 2 weeks** ahead of time. You can see what assignment your student is working on in class and can also see the homework assignments. Infinite Campus will allow you to see what is in my gradebook and is updated daily. Please contact me via email at **francfm2@nv.ccsd.net**