

Yearbook/Video Productions

Mrs. Meyer
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WELCOME

Welcome to Yearbook/Video Productions. I am truly eager and excited to be teaching you this 2007-2008 school year. We are going to learn so many exciting and interesting things in class and work hard in class every time we meet, but we will enjoy ourselves along the way!

MATERIALS

The following items are required every day in class. You will NOT be allowed to go to your locker for forgotten items.

1. Binder
2. Pen/Pencil and paper: You must bring a pencil, blue or black ink pen.

EXPECTATIONS

I have very high expectations for each and every one of you. This is a professional workplace in which important business is conducted on a daily basis, your education! Please remember the following at all times!

1. BE RESPECTFUL.
 - a. At all times be respectful to yourself, your classmates, your teachers, and your school.
2. BE PREPARED.
 - a. Everyday bring with you, your textbook, binder, pencil, pen, paper, and planner.
 - b. Be in the classroom and in your seats before the bell rings.
3. BE ORGANIZED.
 - a. Take notes.
 - b. File all papers properly in your binder.
 - c. Write down all assignments in your planner.
4. BE WILLING TO LEARN AND TRY NEW THINGS!
5. HAVE A POSITIVE ATTITUDE!

GRADING POLICY

You will be graded in a variety of different ways. All assignments are to be turned in on time. Assignments turned in late will be penalized.

1. Tests/Quizzes/Papers
2. Homework: When it is expected that you complete your homework to the best of your ability in a timely manor.
3. Participation: It is based on verbal responses, volunteering, working well with partners and groups. Your participation is recorded daily.
4. Projects. These may include long-term assignments, multi-media presentations, etc.

HOMEWORK

1. Homework is due the following class period in which it was assigned (unless special instructions are given by the teacher).
2. Late homework will not be accepted, but you are expected to do it, and I need to review your work once it is finished!
3. If you are absent, you have as many days as you were absent to make up ALL missing work from your absence.

I have an individual interest in all of your academic and personal achievements. Know that I am here to help you. If you have problems with the material or have questions please do not hesitate to come see me during Tutorial for extra help. You may also email me with your questions, comments, concerns if that is more comfortable for you. My email is Lauren.Meyer@eu.dodea.edu. Get help as soon as you need it. Don't wait until it is too late!

I know we will have an excellent school year! Welcome to my class!

Sincerely,

Mrs. Meyer

I have read the guidelines outlined above will do what is expected of me and following these guidelines the entire year.

Student name: (print) _____

Student signature: _____

Period: _____