

**The Villages Charter High School**  
**2020 – 2021**  
**Digital Information Technology**

Mr. Jamie P. LaCourse, MSMOB

Room 115

**Behavior Standards**

This classroom is a workplace, and a learning environment that requires a business-like atmosphere. The goal is to create a place and atmosphere where you, your fellow students, and I can work and learn together. Each student shares in the responsibility for maintaining a climate where everyone's work and efforts are respected, supported, and encouraged, and where everyone respects the need to concentrate in order to create quality work and meet high standards.

As a student in our learning community, you are expected to:

1. Help create a courteous, cooperative atmosphere where everyone can concentrate on his/her work.
2. Share in making decisions regarding your work.
3. Keep your mind focused on your work and work hard all of the time.
4. Be polite, courteous, and considerate of one another and one another's space at all times.
5. Support, encourage, and assist your fellow students in their learning.
6. Come to class on time every day and be prepared to participate actively.
7. Use behavior and language at all times that is appropriate for school.
8. Talk in a respectful, conversational tone and listen courteously when other students are speaking or when the teacher is addressing the class or asking questions.
9. Respect the speaker, whether it is the teacher, another staff member, or another student. Do not talk while another person is addressing the class.
10. Do everything possible to ensure that classroom furniture, equipment, and materials are properly conserved and cared for, displaying good stewardship.
11. Do not eat in the classroom. Drink only bottled water.
12. Turn off your electronic devices before coming to class and put them away in your backpack.
13. Comply with VHS dress code policy.
14. Comply with all district and school expectations and regulations.

## Class Procedures

The following classroom expectations will help students to understand specific class procedures:

### ***What do I do when I enter the room?***

#### ***Before the bell rings...***

- All electronic devices must be turned off and placed in your backpack. If there is an emergency, you are to be reached via the main office, not your phone.
- Check to be sure you are in dress code; i.e. shirt tucked in, belt on, shorts at least finger-tip length, closed-toe shoes.
- Login to the computer / Moodle as soon as you arrive.
- Place your backpack under your desk so that the aisles are clear of obstructions.

#### ***When the tardy bell rings...***

- Immediately begin the bell ringer/warm-up. This is expected to be a quiet time. *Every class will begin with a bell ringer. As soon as the bell rings to signal the start of class, look to the board and front of the room for any written or verbal instructions to begin your work. Bell ringers will count for 10 compliance points in every class period.*
- Remain in your seat for the entire class period, unless specifically directed otherwise.

### ***What do I do if I am tardy?***

- If you arrive tardy to school after the bell rings, you should report to the front office for an admit slip. If you are more than a minute late, you will be categorized as being somewhere in the building without permission or be documented for a class cut. If you arrive to class one second after the bell rings to signal the start of class, you are considered tardy. The following is a breakdown of how tardies will be handled:

#### ***How many tardies can I have?***

- **Students tardy to class (including 1st period):** (students receive a clean slate at the semester) 1st and 2nd Tardy = Warning, 3rd Tardy = parent contacted by teacher, 4th-9th Tardy = assignment to after-school detention, and 10th Tardy = referral to administration. Each additional tardy will also result in referral. \*All unexcused Tardies will result in a Zero (0) on daily bell ringer.

### ***If I am absent on the day of a test, when can I make up that test?***

- Tests and quizzes are to be made up. It is the student's responsibility to make an appointment to make up the test or quiz. Please make arrangements before or after class. A missed appointment or failure to make up a test or quiz within the allotted time, will result in a zero.

- ***What do I do before I leave the room at the end of class?***

Stay seated until you are dismissed. Always leave your workspace the way you found it or better. Be sure to pick up and clean up after yourself before leaving the classroom.

### **Consequences**

This behavior management plan will be consistent with the disciplinary policy of The Villages High School. Students will be held accountable for their behavior and are expected to:

1. Be on time and where you are supposed to be.
2. Be prepared and on task
3. Ask for the help that you need.
4. Strive for excellence and always do your best.
5. Respect the rights, responsibility, and property of others.

### **Remember and Practice our Core Values: Hard Work, Creativity, Stewardship, and Hospitality**

If you choose to not follow any of these behavior standards or class procedures, there will be consequences to accept for your own actions. Of course, severe behaviors will warrant a referral to administration immediately. Lower level disruptions or violations can be handled with detentions and/or parent contact (see below). I reserve the right to use my discretion in choosing how to handle infractions when possible but will adhere to school policy and procedures when making these decisions.

### **SCHOOL WIDE VHS BEHAVIOR MANAGEMENT PLAN**

#### **Classroom Behavior: (Level 1 infractions)**

Teachers in the classroom will incorporate the following Classroom Behavior Management Plan steps: when students choose to disregard classroom/school rules, disrupt the learning environment, or any other Level 1 **infractions**: such as cell phone, headphones, dress code, food/gum/candy/beverage, inappropriate display of affection, refusal to work, etc.

#### **Intervention Steps: Clarify this is not daily; this is cumulative for semester**

1. Private conference with the student - warning
2. Private conference with the student – warning, next step will result in parent contact.
3. Parent Contact – warning that the next occurrence will result in an assigned after-school detention.
4. After-school detention. **Room 220 - 2:45-3:25**

**Detentions will not be rescheduled, unless a parent/guardian calls, provides written documentation, or if a student is absent on the day of detention. A missed detention will result in a Saturday School**

5. Parent Contact and Referral - See progression below

- **1st Referral** = Documentation of referral on behavior/discipline record and After School Detention.
- **2nd Referral** = Saturday School.
- **3rd Referral** = ISS.
- **4th Referral** = ISS.
- **5th Referral** = Out of School Suspension (OSS) & Behavior Contract/Parent meeting. A student that breaks the behavior contract will face possible dismissal from VHS.

**STUDENT'S DO NOT ATTEND AN ASSIGNED SATURDAY SCHOOL WILL BE PLACED IN ISS (In-School Suspension) THE FOLLOWING WEEK.**

**ALL REFERRALS ARE CUMULATIVE DURING THE SEMESTER WITH THE EXCEPTION OF THOSE WRITTEN FOR TARDIES.**

**Mr. LaCourse**

**Digital Information Technology**

**Classroom Management Plan (PDF is located on teacher connection page),**

**Please sign this document as indicated below and return it to the teacher**

**NO LATER THAN, Monday – August 10, 2020**

My child and I have reviewed the 2020-2021 Classroom Management Plan for Mr. LaCourse, and understand the behavior standards, class procedures, and disciplinary consequences that will be applied in his classroom.

**Print Student Name:** \_\_\_\_\_

**Student Cell Phone Number:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_

**Print Parent / Guardian Name:** \_\_\_\_\_

**Parent / Guardian Signature:** \_\_\_\_\_

**Parent Cell Phone Number:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Should I need to contact the parent I will use the phone and/or email addresses provided by the parent to the school on the emergency contact form. It is important that the school have the most up-to-date email and phone number on file. Please contact the main office should you need to update this information. Thank you.

**Returning this document completed will be a compliance assignment grade for your child.**