

IV. Classroom Grading System

Quarterly Class Grades

*** Scores and grades on individual assignments and assessments will be weighted accordingly in order to determine a student's overall quarter grade. Assignments may include vocabulary, video guides, lab sheets, practice questions, test reviews, etc. The student's average score for assignments throughout the quarter will account for 50% of each student's overall quarter grade. Assessments may include tests, quizzes, and projects. The student's average score for assessments throughout the quarter will account for 50% of each student's overall quarter grade. The combined average of both Assignments and Assessments will determine each student's final grade for the quarter. ***

- Assessments	50%
- Assignments	50%

*Most unit assignments should be turned in the day of a unit, or chapter, test. Everything collected for that unit, or chapter, including the test, will be graded and entered into FOCUS within the next week.

Check FOCUS every other week to monitor grades. Updated grades are usually entered every 2 weeks

Understanding FOCUS Grades

Assignments are considered late if they have not been submitted by the indicated due date. If you see a (0) in FOCUS this means that you did not submit the assignment by the time it was due. If you were present on the due date of the assignment, and your assignment is missing, the grade will remain a (0) until it is turned in for partial credit at the discretion of Mr. Hoffart. All late work, regardless of the situation, must be communicated with Mr. Hoffart before and after submission. If you are absent for an assessment, you will need to make it up the day you return to school. A (0) will be entered into FOCUS for the assessment grade until it is completed.

District Semester Grades for Class Credits

A district wide grading matrix is used to average quarterly scores, in conjunction with exam scores, to determine consistent semester grades for each high school class. The following weighted averages are used to determine final semester grades and GPA calculations:

Semester 1 Grades		Semester 2 Grades	
- First 9 weeks	35%	- Third 9 weeks	35%
- Second 9 weeks	35%	- Fourth 9 weeks	35%
- Semester exam	30%	- Final exam	30%

V. Classroom Policies

- **Have respect for everyone and all school property** – Explanation should not be needed.
- **Be on time** – Tardies are monitored in FOCUS by the Dean's Office. **Four (4) total are allowed per quarter.**
- **No food or drink in the classroom** – Water will be the only exception
- **Use the restrooms between classes** - Students will be granted 3 passes during class time per school day.
- **Cell phones and personal electronics should be put away at all times during my class.**
 - I do reserve the right to allow, or discontinue, the use of some electronic devices **during my class time only.**
 - Excessive electronic device use without my permission will result in confiscation to the phone box and may be returned after class or after school.
- **Make up your work**
 - *It's the student's responsibility* to request make up work in the event of an absence.
 - Google Classroom will be the primary resource for retrieving missing information and documents.
 - CCPS Code of Conduct **allows 2 days for every day absent to make up assignments missed during the absence.**
 - Previously assigned long-term assignments are due upon returning to school.
- **Excused Absences** - There will be no academic penalty for assignments made up within the allowable timeframe.
- **Unexcused Absences** - The teacher may deduct up to 30% from the earned grade for assignments made up within the allowable timeframe.
- **Late Work** - Assignments accepted after assigned due dates, or allowable make-up time, will receive partial credit with an exponential point deduction from the earned grade. Acceptable late assignments are at the discretion of the teacher, and must be discussed prior to turning in.
- **CCPS Code of Conduct** – All class policies align with stipulations set forth by the CCPS Code of Conduct. An online version of the CCPS Code of Conduct can be found on the CCPS webpage under Parents, or at this URL address:
<http://yourcharlotteschools.net/students/documents/1718/CodeOfStudentConduct.pdf?t=1438969904487>.

VI. Earth/Space Course Syllabus & Laboratory Safety Agreement

1. Safety apparel (goggles and aprons) will be worn for as long as you are in the lab when specified by the instructor.
2. When Bunsen burners are being used by anyone in the lab, long hair will be tied back. Long hanging necklaces, heavy jewelry, and bulky jackets and sweaters should be removed. Keep Bunsen burners toward the middle of the lab tables. Use tongs and/or protective gloves to handle hot objects. Never reach across an open flame or burner.
3. There will be no gum, no eating or drinking of any kind in the lab.
4. Never taste chemicals/specimens or smell them directly. Avoid touching chemicals as much as possible.
5. Activities will be done only as instructed with the specified amounts of materials.
6. Proper procedures for handling all equipment and any additional safety precautions, which are discussed for specific labs, will be followed.
7. Never leave an activity unattended unless instructed to do so.
8. Horseplay or other inappropriate behavior will not be tolerated.
9. Report all accidents to the teacher immediately, no matter how minor.
10. Do not remove any materials or equipment from the lab without the teacher's permission.
11. After completing an activity, all equipment should be put away and materials should be disposed of as directed. Remember, the sinks are not trash cans.
12. Before leaving the room, each work area should be clean and organized.

VII. Earth/Space Course Syllabus & Laboratory Safety Acknowledgment Signature

Acknowledgement that you have received, reviewed and understand the course syllabus and lab safety agreement detailing the expectations of a high school student for Mr. Hoffart's Earth/Space Science class will be completed digitally as an assignment in Canvas. This digital signature assignment must be completed within the first 10 days of enrollment in my class.