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**Classroom Information**

**Ms. Clem**

***My goal is to ensure that all grades are an accurate reflection of student progress and ability. All classroom policies and procedures are guided by this goal.***

GRADING

 Class work and assignments will be divided into categories that are weighted as varying percentages in the calculation of quarter grades. Semester grades may be calculated using the average of the two quarter grades; or as a compilation of the two quarters.

EXTRA CREDIT

 I do not offer extra credit. At my discretion, opportunities may be given to re-do class work

or tests. Re-do tests will need to be completed in Homework Room after school.

LATE WORK

 Late work interferes with learning for both you and the class. Late work will only be accepted at the teacher’s discretion. Late or missing work may result in being assigned to Homework Room after school.

COMPUTER USAGE

 Using computers has become an integral part of learning. Textbooks and assignments are available on-line, and some assignments may require a computer for completion. If computers with internet access are not available in the home, computers are accessible on campus before school, after school and during the lunch period. In addition, computers may be used at the public library.

COMMUNICATION

 There are many ways to communicate with me. My class website is <http://www.msclemsclassroom.weebly.com>. In addition, I can be reached at 222-6600 or Christine.clem@ksd.org. I check email throughout the day, and try to return phone calls in the afternoon. I am regularly available for drop in meetings most days in the classroom after school until 3:00, or a one-on-one conference time can be scheduled. I ask that these conferences and meetings involve you, the student.

 Please contact me if you have questions or concerns—or any other information that would help me as your reading teacher.

Christine Clem