I. EXPECTATIONS

- The student is to be seated in their assigned seat when the tardy bell rings. Failure to do so may result in a tardy. Each tardy may result in disciplinary action as outlined by the Linden High School Tardy Policy.
- The student must secure a pass, in their student planner, from the instructor before leaving class.
- The student must place his/her name on all papers which are to be turned in. Papers without a name may not receive credit.
- The student agrees to follow all safety rules and regulations as given by the instructor or substitute teacher and/or student safety leaders.
- The student agrees to cooperate fully with the instructor and other students.
- The student will act responsibly to look for safety hazards.
- The student will notify the instructor of any safety problems or accidents that occur.
- The student understands that a violation of safety rules may result in the loss of privileges and possible disciplinary actions.
- The following supplies need to be obtained and brought to EVERY class meeting:
  - 3-Ring Notebook (provided by instructor)
  - Mechanical Pencils
  - Highlighter
  - Notebook Paper
  - Student Planner
- ALL STUDENT WRITTEN WORK IS TO BE COMPLETED IN PENCIL! Student work completed in ink may result in points being deducted from the student’s assignment/quiz/test score.
- The student is expected to bring their Student Planner to EVERY class meeting and record the assignment(s) and/or agenda for each class period.
- All handouts and graded/returned work should be kept in the student’s notebook unless the instructor indicates otherwise.
- Student Planner and notebook inspections may take place periodically and will count as part of the student’s grade.
- Students may not work on assignments or study for tests or quizzes for other classes without first completing their assignments for this class.
- The student must participate in a minimum of 1 FFA sponsored activity per quarter or complete an FFA related (alternate) assignment as well as maintain a Supervised Agriculture Experience (SAE) Project and an associated Record Book which will be computed as part of each quarter grade.

II. DEPARTMENTAL RULES

- Eating, drinking, or gum chewing in the classroom is not allowed without prior permission from the instructor.
- The possession and/or use of any tobacco product is strictly prohibited.
- The student is expected to behave in an orderly, mature, and cooperative manner.
- The student is to follow the instructor’s directions at all times.
- Violations of any district/school rule may result in appropriate disciplinary action as outlined in the student handbook and/or district conduct code.

III. GRADING PROCEDURE

- Quarter grades are determined based upon points earned and weighted in the following areas:
  - Daily Participation (participation in classroom activities, prepared for class, behavior, etc.) = 35%;
  - Student Work (class/home - planner maintenance, assignments, projects, presentations, etc.) = 35%;
  - IB/TB Activity (quality and implementation) = 22%;
  - FFA Activity Participation = 4%;
  - Maintaining a SAE Project with a Record Book = 4%.
- Grades are based upon these percentages (see course syllabus for details):
  - A = 100 to 90%
  - B = 89 to 80%
  - C = 79 to 70%
  - D = 69 to 60%
  - F = 59 to 0%
- The student, if absent (unable to earn class participation points), will receive a “0” for their “Daily Evaluation” score. A student that misses a portion of a class period will receive credit based on their class participation for that day. Students who participate in school sponsored activities (ie. athletics, field trips, etc.) may receive full participation credit.
- Semester grades will be calculated in the following manner: 1st/3rd Quarter Grade = 40%, 2nd/4th Quarter Grade = 40%, and Semester Final Exam/Project/Presentation = 20%.
IV. MAKE-UP WORK
• The student is responsible for obtaining make-up work or submitting work (that was due on the day missed) on the day he/she returns to class. The assignments are to be obtained before/after class, before/after school, or during break/lunch.
• The student has the number of days absent, plus one, to turn in make-up work. Late work may not be accepted.
• Unless prior clearance was obtained, unexcused absence work can’t be made up.
• “Daily Evaluation” scores can be made up by the student through arrangement with the instructor or at designated times scheduled by the instructor (ie. late start days, after school, etc.). The student must complete the same amount of time that the student was absent from class in order to adjust their score to full credit. Making up missed time may involve the student assisting in Teacher Assistant type activities such as working around the classroom area, assisting with paperwork, etc.
• Students who receive an “INCOMPLETE” as a report card grade because of missing “Assignments” or “Evaluations,” have two weeks to complete the necessary work prior to a grade change. If the work is not complete, the grade, which may be an “F,” will be calculated based on work the student did complete during the grading period.
• Make-up work (ie. quizzes, tests, written assignments, etc.) for other classes should be completed on the student’s own time. Students may not be excused from this class’ regularly scheduled meeting time to make up missed assignments.

V. VIDEO PERMISSION
• On various occasions (ie. substitute teacher, during certain instructional units, etc.), the student may be shown videos that relate to course material. The videos may be footage of events that have actually occurred and/or movies (mostly rated PG-13 or below) that deal with specific topics including leadership styles, politics, cultural differences, goals, dreams, self-image, attitude, teamwork, challenges, compassion, self-improvement, life changes, and making a difference. Titles include, but are not limited to: Lean On Me (PG-13), The American President (PG-13), Dragon: The Bruce Lee Story (PG-13), Mask (PG-13), With Honors (PG-13), Rudy (PG), School Ties (PG-13), Hoosiers (PG), Patch Adams (PG-13), Malcolm X (PG-13), Pay It Forward (PG-13), Remember The Titans (PG), Miracle (PG), Dead Poets Society (PG-13), We Are Marshall (PG), Vision Quest (R - the last 20 minutes). In most cases, the student will be required to answer questions, for a grade, that pertain to the video being shown. By signing below, you are granting permission for the student to view videos as described above.
• You may change your mind, at any time, by rescinding your permission in writing.

VI. PHOTO CLEARANCE
• The Linden High School Agriculture Department & FFA would like permission to use photographs (taken by FFA members, LHS students, professional photographers, or provided by the student) of your child in various capacities: bulletin boards, FFA Newsletter, community presentations, staff training, recruitment, the Linden FFA web site, and social media.
• You may change your mind, at any time, by rescinding your permission in writing.

******************************************************************************DO NOT REMOVE THIS PORTION******************************************************************************

I have read and fully understand the expectations, departmental rules, grading procedures, and make-up regulations for the Agribusiness Management course. In addition, I am granting “Video Permission” and “Photo Clearance” for the student as outlined above. Both parent/guardian and student should read this form together and then sign.
Please return the entire form to the instructor. If you would like a copy of this policy, please contact the instructor at darcher@sjcoe.net or 887-3073.

To be read, signed, and returned by: 

Parent/Guardian Signature: ________________________ Date: ____________________

Parent/Guardian e-mail address (please print): ________________________________

Student Signature: __________________________ Date: ____________________

NOTE: THIS FORM IS WORTH 25 POINTS TOWARDS THE STUDENT’S GRADE