

## **Geography @ HSPVA: Student/Family/Teacher Agreement<sup>1</sup>**

In order to ensure that everyone (students, family & instructor) has no misunderstandings about the class, its nature and requirements - this document is offered (one copy to be maintained by the students/family and one by the instructors).

### **Instructors Commitments;** we agree to:

- ⤴ Help the student see the short and long term relevance and value of the course to students.
- ⤴ Make success in the class understandable and achievable.
- ⤴ Communicate the standards required to achieve a given grade on all assessments and present the skills, strategies, concepts and resources the student may need.
- ⤴ Maintain the course pacing as outlined in the College Board Pre-AP guidelines.
- ⤴ Conduct the course so that an engaged student is prepared for state testing & AP classes next year.
- ⤴ Ensure that all class resources are available on the Internet (class web site) for download
- ⤴ Maintain an accurate class calendar available on the class web site.
- ⤴ Provide a class environment that offers the best possible opportunity for learning.
- ⤴ Support students in a variety of ways (after school tutoring, email contact, retesting, unit plans) to make a successful transition to college level demands.

### **Family Commitments;** the student's family agrees to:

- ⤴ Realize that good grades in previous classes do not necessarily indicate academic success at the Pre-Advanced Placement 9<sup>th</sup> grade level. Greater effort will be required.
- ⤴ Encourage your student by helping them see the benefit of rigorous course work in school.
- ⤴ Understand that the transition to college level work will be at times frustrating and difficult.
- ⤴ Provide a quiet workspace for your student.
- ⤴ Understand that the standards for this class are set by the College Board (Nationally) and are the same regardless of the teacher.
- ⤴ Understand that the course includes diversity of opinion and multi-cultural viewpoints about many aspects of human activity. Understanding is the goal, not conversion!
- ⤴ Regularly discuss and engage with your student on the content, skills and requirements of the class.
- ⤴ Make the Internet available to your student daily so that they may keep up with course resources and assignments.
- ⤴ Regularly check the class calendar and on-line grade book (GradeSpeed) to monitor your student's success. Please check the email account you provide often, (several time per week).
- ⤴ Support your student to miss as few in-class learning opportunities as possible (attendance).

### **Student Commitments;** the student agrees to:

- ⤴ Set aside a minimum of three hours per week outside of class to prepare and study.
  - ⤴ Find BinghamPlace.com and bookmark the site. Check it often.
  - ⤴ Understand that cheating or plagiarism will result in a grade of zero. (Academic Integrity Statement below)
  - ⤴ Check the class calendar at BinghamPlace.com, and your email daily and act appropriately on that information.
  - ⤴ Understand that “reading” does not equal understanding. Active engagement with the reading is required in order to be successful at this level. The same is true of listening.
  - ⤴ Understand that the course includes diversity of opinion and multi-cultural viewpoints about many aspects of human activity. You may encounter new ideas & practices, that doesn't make them dumb!
  - ⤴ Take personal responsibility to catch up missing class work or assignments when absent using the resources available regardless of the reason for the absence (it is not the instructors' responsibility to remind students). Make up tests are held during lunch on the 2<sup>nd</sup> Gray day of the week. There are no exceptions for extra curricular activities. Attend tutoring when you don't understand a topic or skill
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or need any other assistance (don't wait until you do poorly on a test or essay before seeking assistance.)

- ▲ Follow the in- class rules:
  - **Listen** when someone is talking (instructors or students.) That means you can't listen when you are talking.
  - **Engage** your mind with what is going on in class; stay focused.
  - **Bring** your supplies, notes, etc. and be ready to begin immediately when class begins.

### Academic Integrity Statement <sup>2</sup>

Violations of academic integrity include but are not limited to:

**CHEATING:** Using crib sheets; using notes, cellular phones or books during a closed book exam.

**COPYING ON A TEST:** Looking at other unsuspecting students' exams and copying; copying in a complicit manner with another student; exchanging color-coded exams for the purpose of copying; passing answers via notes; discussing answers in an exam.

**PLAGIARISM:** Fabricating information and/or citations; copying from the Internet or submitting the work of others from professional journals, books, articles and papers; submitting other students' papers or project reports and representing the work as one's own; fabricating, in part or total, submissions and citing them falsely.

**ACTS OF AIDING OR ABETTING:** Facilitating academically dishonest acts by others; unauthorized collaboration of work; permitting another to copy from exam; writing a paper for another; inappropriately collaborating on home assignments or exams without permission or when prohibited.

**UNAUTHORIZED POSSESSION:** Buying or stealing exams; failing to return exams on file; selling exams; photocopying exams; any possession of an exam without the teacher's explicit permission.

**SUBMITTING PREVIOUS WORK:** Submitting a paper, case study, or any assignment that had been submitted for credit in a prior class without the knowledge and permission of the instructor.

**TAMPERING WITH WORK:** Changing one's own or another student's work product such as, papers, or test answers; tampering with work either as a prank or in order to sabotage another's work.

**GHOSTING or MISREPRESENTATION:** Having another student take a quiz, an exam, or perform an exercise or similar evaluation in one's place.

**ALTERING EXAMS:** Changing incorrect answers and seeking favorable grade adjustments when instructor returns graded exams for in-class review and subsequently collects them, asserting that the instructor made a mistake in grading. Other forms may include changing the letter and/or the numerical grade on a test.

**COMPUTER THEFT:** Electronic theft of computer programs or other software, data, images, art, or text belonging to another.

Student Name: \_\_\_\_\_

Guardian Name: \_\_\_\_\_

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

Guardian Signature: \_\_\_\_\_

Student email: \_\_\_\_\_

Guardian email: \_\_\_\_\_

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

Teacher's Signature: \_\_\_\_\_

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<sup>2</sup> "Position Statement on Academic Integrity." *Penn State Erie*. The Pennsylvania State University, 11 12 2009. Web. 21 Mar 2010. <<http://behrend.psu.edu/faculty/academics/integrity.htm>>.