

This class is designed to prepare you to take the ACT. You will learn about general test taking skills and skills specifically related to each part of the test.

# Class Fee - $30 This covers the cost of the textbook and access to additional online resource, which you will be able to keep.

**Students will receive 2 hall passes per quarter**

Once a student has used their hall passes they will not be permitted to leave the classroom unless there is an emergency. Students who choose to use their hall passes during class will be required to provide the hall pass and their cell phone before leaving the classroom

# Hall Passes

ACT Textbook, Paper, Writing Utensil

A scientific calculator is suggested, but not required.

## Required Materials

# Introduction

# Class Rules

1. **Be Respectful** – I expect everyone to treat their classmates, teacher, and the property of others with upmost respect. This will allow us to have a positive, successful learning environment.
2. **Be Responsible –** You are the only one responsible for you. Make sure you bring the correct supplies to class, that you are on time, and that you are staying on task in class. Put your education first, not your cell phones.
3. **DAB (Do your Absolute Best)–** In case you didn’t know, dabbing stands for confidence, accomplishment and pride. I want you to be proud of who you are and what you can accomplish in this class. In order to succeed, bring a positive attitude every day and try your hardest.
4. **No Food or Drinks –** Water is okay.

If you have any concerns or questions please feel free to contact me.

**Phone**: 801-567-8530 ext: 77248

**Room #**: Portable 4

**Email:**

[alexis.shurtleff@jordandistrict.org](mailto:alexis.shurtleff@jordandistrict.org)

**Class website:**

<http://ashurtleff.weebly.com/>

**Tutoring Hours:** M, W, Th 7-7:30 am

M-F 2:30-3:00 pm (unless there is a school scheduled meeting, in which case I will notify you ahead of time)

# Contact Information

**Our Purpose and Vision:** We are dedicated to providing students with a high quality education and preparing them to thrive in a dynamic society as caring, creative, and responsible adults.

*Quality Students today…dynamic leaders tomorrow.*

Welcome to ACT PREP

Ms. Shurtleff

## Attendance

District and Classroom Policies

# Grading Scale

When classroom policies or rules are violated, some consequences may be necessary. These may include:

* Individual communication about appropriate behavior and behavior essay
* Loss of privileges
* In some cases, a parent or guardian will be called or an administrator will be involved
* Dress Code violations will be referred to the office so that the student can make a change in clothing

Students who follow rules and meet expectations will enjoy the following positive consequences.

* Earned rewards as individuals and a class
* Positive praise
* I will call or email your parents and tell them just how incredible you are

## Discipline Policy and Consequences

**TARDIES**

Please be on time. You **must** be in your **seat** when the bell rings or you are tardy, and you will lose participation points for the day.

**ABSENCES**

While students should make every effort to be in class, sometimes absences are unavoidable. When a student is absent, and an assignment is due they will be given 5 school days after the return to school date to turn in any missed work for full credit. After that time the assignment becomes \***late.** If you have trouble completing the work, **Contact me via email or you may see me before class on the day of your return.** In cases of extended illness, it is the **student‘s responsibility** to make arrangements with the instructor if more time is needed.

Please label ABSENT before turning in make-up work. Students who are present when an assignment is given, but absent on the due date, are required to have the assignment on the day they return to class or it will be late.

Please use my website as a resource for getting assignments when absences are necessary, or come before or after school to make up work.

**\*Assignments that are submitted late will only only be accepted up to one week after the original due date and will be deducted 50%.**

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#### Attendance and Participation

A= 93-100% C = 74-76%

A-= 90-93% C- = 70-73%

B+ = 87-89% D+ = 67-69%

B = 84-86% D = 64-66%

B- = 80-83% D- = 60-63%

C+ = 77-79% F = 59% or below

Grades are determined by total points acquired from all assigned work. This can include pre and post/test scores, practice activities, and a score for improvement in each quarter of the semester.

Cell phone use or any other electronic device during classroom time, instructional activities, and field trips is prohibited. Cell phones and other electronic devices must remain off during these times. After your first warning the phone or electronic devices will be taken by the teacher and returned at the end of class. Anything beyond this the phone or electronic device will be sent to administration.

# Cell Phones (District Policy)

We are excited to have your student here at Herriman High School and look forward to being a part of their educational career. Please sign below acknowledging you have read and understand the policies and procedures of Ms. Shurtleff’s classroom. Thank you.

Ms. Shurtleff

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Administrative Approval

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Student Name Period

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Student Signature

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Parent Signature Date