

# *Podium Power*

## Course Policy

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### Attendance

- All classes meet once a week.
- Students are expected to attend class, to arrive on time, to have prepared reading, writing and/or oral assignments, and to participate in all in-class discussions.
- Attendance is expected at every class; illness being the exception. All courses cover a lot of material in a short span of time. Some assignments are group projects, which means other students are depending on you to contribute your share of the work.
- Parents should make every effort to arrange other activities around class schedules. One or two students absent from one class can totally alter activities for that class day and cause the class to get off schedule. An absence also means missed opportunities for the absent student.
- If you must miss a class please notify the instructor; ahead of time when possible.
- Missed work is due when you return as well as the assignment that is due on the day you return.
- Students who are in class but unable to give an oral presentation because of medical reasons must have a note from the parent. Otherwise the assignment will be considered late.

### Grading Policy

- The following grading system applies to all classes.

A + = 97-100	A = 94-96	A - = 90-93
B + = 87-89	B = 84-86	B - = 80-83
C + = 77-79	C = 74-76	C - = 70-73
D + = 67-69	D = 64-66	D - = 60-63
F = Below 60		

- All assignments must be turned in at the time they are due.
  - If there is a problem meeting the due date the student should discuss this with the teacher in advance.
  - I will penalize late work according to the following schedule:
    - First late assignment-- 5 point deduction
    - Second late assignment --10 point deduction
    - Third late assignment --15 point deduction
    - All future late assignments – automatic "0"
  - This schedule is for any assignment given with a minimum of two weeks notice. Any assignment with less than two weeks notice that is late will only be excused with a note from a parent.
  - There is no makeup of in-class work.
- For information on specific course evaluation and requirements refer to the course syllabus.

### **Podium Power Course Web Site and Yahoo User Group**

- The Podium Power course web site requires a user ID and password. All students must sign up to use this web tool. Students will have access to a forum where they will post responses to assigned questions. We will also be able to share class information. This web site is similar to Blackboard used by most colleges.
- Debate students will also join a Podium Power Yahoo debate group.
- Parents are also welcome to join. Please request an invitation.
- All sites are members only. Instructions on how to join will be given during class.
- All students will be required to post on these group sites. More information is in each course syllabus.

### **General**

- Cell phone use is not allowed during class. Turn off the ringer before you come to class. I reserve the right to take possession of a student's cell phone for the duration of the class if the student uses the phone during class time.
- When there is a group assignment, each student is expected to contribute equally.
- Be respectful of other's ideas and opinions.
- Be sure to clean up your work area at the end of class. This "school" does not have a paid janitor!
- NO GUM CHEWING or EATING DURING CLASS and NO SODAS! Planned parties are an exception.
- Bring all required materials, including paper and pen/pencil to each class unless otherwise notified. You will need a binder or folder to keep notes, handouts, etc. Debaters will receive a binder, dividers, flow pad, and post-its which are included in the registration fee.
- Parents, you are welcome to observe and/or take pictures of your child's presentations if your presence does not interfere with their performance. Please discuss this with your child before the presentation.

### **Communication**

- If you have questions please ask. If you are unable to ask before, during, or after class you may e-mail me at [learn@podiumpower.net](mailto:learn@podiumpower.net). For a quick response, please call.
- Email is the official means of communication. Please notify me if your e-mail, mailing address, or phone number changes.