1. **General Guidelines:**
   a. Be courteous.
   b. Be on time.
   c. Be prepared & on task.
2. **Behavior:**
   a. School rules apply in the classroom.
   b. Take care of bathroom business outside of class time.
   c. Food, drinks, skateboards and/or sports equipment are not permitted in the classroom.
3. **Attendance:**
   a. Be on time, in your seat when the bell rings.
   b. Clear your absences upon your return.
   c. If absent, check the website so you're aware of what is happening in class, and/or check with a classmate.
4. **Classroom and Assignments:**
   a. Bring everything you need with you to class.
   b. All assignments have a posted due date/time. Pay attention, just because it is due on a particular day doesn't mean there is enough time on that day to do the entire assignment: some work may take more than one period.
   c. You are responsible for your actions. Remember to check for when work is due.
   d. Label work properly.
   e. Assignments late due to an absence may receive extended time if the absence is cleared and excused within three days of your return to school. See me on a case-by-case basis.
   f. Late work is accepted within two weeks of the due date/time in most cases. Details are on the class website.
5. **Grades:**
   a. Grades are based on a point system. A missing assignment equals zero points.
   b. Students caught cheating, or helping another to cheat, will receive a zero on that assignment. Repeat offenders may receive a Fail for the semester.
   c. Grades earned may be modified according to participation and/or other factors at my discretion.
6. **Computer Specific Policies:**
   a. You are expected to share these rules with your parents. Not sharing them or stating that you have not read/agreed to them, does not excuse you from these rules.
   b. The District's RAUP is enforced as a part of these class rules.
   c. Use only your own account(s), don't let anyone else use your account(s). Share documents only as instructed.
   d. Leave your work area clean and organized: return the keyboard, mouse, and chair to their non-used positions when leaving the room.
   e. Do not unplug any part of the computer.
   f. Do not use a computer for entertainment purposes: this includes games, videos, and/or browsing not related to class.
   g. If you have a problem, ask me, don't try to fix it yourself.
   h. If you see a problem when you arrive, let me know, or take the blame.
   i. Save early and save often. Many of the programs we use do not have an auto save feature. Various problems can and do occur that can cause the loss of unsaved data/work.
7. **Electronics:**
   a. The safety and security of devices that a student brings into class such as: phones, cameras, flash drives, etc, are solely the student's responsibility.
   b. Personal electronics are to be used only as permitted in the class description, or the FAQs of the class website.
   c. There are not any power outlets available in the class for student use.
8. **Additional Guidelines / Rules**
   a. See the course syllabus for additional guidelines, rules, and suggestions.
   b. Anything on the Syllabus is hereby incorporated as a part of the class rules.

- -

Tear Here

	Parent/Guardian	*Student*
Printed Name:		
Signature:		
Home Phone:		
Email:		
Period:		

Welcome to my class:

On the other side of this page are the rules for my classes: Please read these rules. If you have any questions, please contact me.

Parental Grade Access:

I use Schoology for posting and collection of assignments along with grades. Many other teachers also use this system allowing you to keep tabs on your child(ren)'s progress in their classes.

If you are interested in having on line grade access, please complete the request form at: https://parentportalapp.lausd.net/parentaccess/, or scan the QR code for access on your phone / tablet.

Contact Information:

George Burdo
Personal Website: www.burdo.net
School Website: www.Panoramahs.org
Grades & Assignments: LMS.LAUSD.NET
Email: gab2349@lausd.net
voice mail / text: 805.768.4229

2018-9 Classes:
- AP Computer Science Principals AB
- Programming 1AB