**Mrs. Kubu’s Policies and Expectations:**

**The Golden Rule: Treat others the way you want to be treated.**

1. Be on time. A 4th tardy will result in a home contact. A 5th will result in a referral.

2. Hall passes will be issued with teacher permission. Sign out, take the hall pass and sign back in. One person at a time, for 5 minutes or less. Students who abuse this privilege may have it revoked.

3. Cell phones are not allowed during teacher daily announcements, introduction or demonstration of a project, class discussions/critiques, tests/quizzes, etc. However, cell phones may be used to research art, take photographs of your artwork, listen to music while working on projects (only one ear bud may be used), etc. If students are uncertain about this policy, they can ask me for clarification. Students will receive a verbal warning for a first offense, a contact home for a second offense and a referral for a third offense.

4. Food is not allowed in the classroom. It is a health hazard when working with art materials and it's a hazard to technology when working in a lab. Drinks are allowed only if they have a lid/cap that closes. Students will receive a verbal warning for a first offense, a contact home for a second offense and a referral for a third offense.

5. Computers are to be used for educational purposes only. Games are not allowed. If a student finishes an assignment early, he/she may work on homework or read. Students will receive a verbal warning for a first offense, a contact home for a second offense and a referral for a third offense.

6. Students are expected to clean up after themselves by putting back anything they used during class. This ranges from rinsing out paint brushes to pushing in their chairs. Students will receive a verbal warning for a first offense, a contact home for a second offense and a referral for a third offense.

7. Certain areas are off limits to students in the art room. These areas include the teacher's desk, all storage rooms, the art library room, the kiln room and the mezzanine. Students will receive a verbal warning for a first offense, a contact home for a second offense and a referral for a third offense.

8. Students may line up at the door one minute before the bell rings. However, they must stay in the classroom. If a student moves into the hall or leaves early, this privilege will be revoked for the entire class.

9. Plagiarism, cheating and doing other student's work for them are serious offenses and will all result in a referral.

10. Be in communication with me. If you have a question or an issue, please ask me about it. I am still learning about you and you are still learning about me.