# 

# Seminar

**Contact Information:**

**Instructor: Ms. Micaela Simonsen**

**Phone: (775) 356-1166**

**Email:** [**msimonsen@AlpineAcademy.net**](mailto:msimonsen@AlpineAcademy.net)

**Course Description**

Seminar is a study hall designed to allow students to complete homework during the school day. Students must be academically productive the entire class period.

**Required Materials**  
Homework, study materials, or a book to read.

**Class Expectations**

Student must be prepared everyday with their homework and study materials. Students will not be allowed to leave the classroom to check out books from other teachers or collect work from other classrooms, as this disrupts the other classes. On Tuesdays and Thursdays, the students will have the opportunity to work together in groups on their homework, upon requesting to do so from Ms. Simonsen. On Mondays, Wednesdays, and Fridays students will have silent, independent work time.

**Character Expectations (in addition to school-wide character education)**

1. **Readiness** – Punctual, prepared, and purposeful
2. **Safety** – Physical, intellectual, and emotional
3. **Attitude** – Constant character improvement
4. **Respect** – Yourself, others, and your school
5. **Language** – Positive, productive, and professional

**Grading Policy and Scale**

Students will receive a pass/fail grade for the Seminar class. If a student is failing another course with a letter grade F, they will not receive credit for this class.

**Class Procedures and Expectations:**

* All school-wide rules apply at all times.
  + Only water allowed in the classroom, in a water bottle with a good lid.
  + A student is tardy if they are not in their seat with materials ready AS CLASS BEGINS (Ms. Simonsen closes the door to signal class is starting). Tardiness results in a 15-minute detention, as per school policy.
  + Refusal to work will result in disciplinary actions.
* Everyone should be in their seat ready to begin before class starts.
  + This means sharpening pencils, getting a laptop, getting out homework and materials for the day, and socializing finished before class starts.
  + If a student is not prepared, they will be counted as tardy.
* Students must bring their necessary materials to class every day.
* Be respectful of the learning environment.
* Class time is for school work only.
  + Leaving the classroom without a pass will result in disciplinary detention.
* The classroom must be clean and orderly before students will be dismissed.
  + All tables and chairs arranged correctly.
  + Floor clean—trash must be in the trash can, not on the carpet.

This form serves as a contract between the student, parents/guardians, and the teacher for the school year. It must be signed and returned by Friday, August 24, 2018. Please feel free to contact me with any questions.

**STUDENT NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**COURSE NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TEACHER NAME: Simonsen**

**My signature below indicates that I have read and understand what is expected of me in Ms. Simonsen’s class.**

Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_