

Thank you for:

- being responsible for your behaviors and respectful at all times
- exhibiting exemplary classroom behavior the entire class period and semester – raise your hand to speak, stay focused during class lectures and when given class time to work on homework.
- being on time and in your seat when class begins and in complete uniform.
- turning all homework in on time – this means stapled and finished. Remember, homework is due at the beginning of class, on the due date, in my hand. If homework is late, you receive a zero. Period. Do not leave papers on my desk; always turn homework in to me.
- turning in an assignment before it is due if you are missing class. If you are in attendance in school that day but miss physics class for any reason (nurse's office, early dismissal, field trip, counselor meeting, etc.) your assignment is still due at the beginning of your physics class.
- contacting me when you have questions. I check my email all the time, during the day, at night from home. The latest I usually check is 9pm. If you have any questions about an assignment then write to me! If I hear from you I have a chance to help you understand the problem before it is due. If I don't hear from you I don't know you are having problems. Coming in the morning of for help may be too late for you to truly learn.
- seeing me after any kind of absence in order to set deadlines for the work missed. It is your responsibility to find out the assignments and get them turned in. If you put this off, you may miss your opportunity to make up work.
- having your pre-lab prepared the day before the lab is scheduled. Late pre-labs constitute a zero on the lab. Each individual must type up their own pre-lab.
- turning in labs the day after we finish a lab. Any lab extra credit is also due at that time.
- writing your header as required. 2 points will be deducted if written incorrectly. Follow the same format you have used all year.

Other important information:

I will be in the physics room to help you out before school at 7:30. I will be available for tutoring after school in the physics room or in my office. Between 8 and 11 I will be in the classroom, free second period to help out if need be. From 11 till 2:45 I will not be available to answer physics questions. I may be at my desk but I have other responsibilities. Your best bet is always to email me.

As per handbook, any cheating receives a zero.

My email address is: klee@vischool.org

My Phone number at school is 651-683-1714