**Procedure for Getting the Teacher's Attention**

* Raise your hand and wait quietly until called on.

**Three Chips Procedures – PBIS**

* Students will be given three chips at the beginning of each school day.
* Students will lose a chip for minor misbehaviors like talking when the teacher is talking, not staying on task, unfinished homework, etc.
* If a student loses all three chips before the end of the day, the student will receive an RTC.
* Students who maintain all of their chips for the week will receive a pink ticket for weekly school and biweekly grade drawings.
* Students will receive three or more tickets and has less than three RTCs will be allowed to attend the PBIS Event at the end of each marking period.

**Procedures for Guided Learning**

* **S**it up
* **L**isten + Look
* **A**sk + Answer Questions
* **N**od + Take Notes
* **T**rack the Speaker

**Organizational Procedures**

* All papers have a "home" in their correct folder.
* All of your personal school materials will be kept in your bag which you will carry with you to each class and home at the end of each day.
* All folders will be kept in your bag.
* Bags will be placed on the floor next to the inside leg of your desk or table.
* Keep 2 sharpened pencils and 1 eraser with you at all times.
* Keep pencils, pens, erasers, sharpeners, etc. in a pouch in your bag.
* Keep only your coat, hat, gloves, boots, gym shoes, and lunch in your locker.
* No school supplies will be kept in your locker.
* Treat your vinyl folders well and they will last all year.
* Desks will only be used to write on. You will not store anything in your desk. All of your school materials will be kept in your bag.

**Homework**

* Use the red folder.
* Left side pocket = homework to complete
* Right side pocket = completed homework
* Put the completed assignment in the correct box before class begins.
* Homework and daily assignments are worth 20% of your final grade.