

Expectation: A belief that someone will or should achieve something

To be POSITIVE means jī jí xiàng shàng
积极向上

- To be empathic
- To be respectful
- To be kind
- To have a good-attitude
- To be open-minded

To be Kind means yǒu hǎo shàn liáng
友好善良

- To help whomever needs
- To reach out to whomever struggles
- To comfort whomever feels hurt
- To celebrate with whomever succeeds

To be SAFE means bǎo zhèng ān quán
保证安全

- To think before you act
- To follow the rules
- To control yourself
- To have a good relationship with your peers

To be SUCCESSFUL means zǒu xiàng chéng gōng
走向成功

- You have a goal
- You have tried your best
- You have overcome obstacles to achieve
- To have a good relationship with your peers

Classroom Rules: *One of a set of explicit or understood regulations or principles governing conduct within a particular activity or sphere.*

1. Charge your Chromebook every night.
2. Be in your seat before the bell or when the bell rings with all required Chrome book, Notebook and pen.
3. No going to your email or other websites in class without permission
4. Raise your hand before you speak or get up from your seat.
5. Have permission to have your cell phone or other electronics out.
6. No chewing gum and eating food except drinking water in class.
7. Follow the directions the first time they are given.

Classroom Routines: *the steps that you take to follow the rules.*

1. Come to the class before the bell or when the bell rings.
2. Sit down, turn on your Chrome book and go to the Google Doc Calendar in Google Community and find daily assignment
3. Go to Quizlet in the google community and study or review the vocabulary
4. When the bell rings, do the beginning class greetings.
5. Write the Chinese date in your note book following the teacher
6. Do pāi 拍 pāi 拍 shǒu 手 to review the vocabulary
7. bào 报 shù 数 count off
8. Follow teacher's instruction with the use of your Chrome book

Procedures: *a particular course or mode of action, namely the ways how you do things.*

1. Procedures for getting your attention

When the teacher raises her hand, all eyes are on her, all ears listen to her, all mouths close.

2. Procedures for entering and leaving the room

- 1) Enter the room quietly.
- 2) Place your homework in the homework tray if it is required to be collected.
- 3) Take the handouts in the trays
- 4) Go to your seat quietly, take out your materials and supplies, and practicing writing the vocabulary.
- 5) When the class ends, the teacher dismisses you, not the bell.
- 6) Line up in four rows and exit the room column by row. If you need to talk to me for a minute, step out the row and wait.

3. Procedures for Starting the class

- 1) 老师(teacher): 上课(class begins)!
lǎo shī shàng kè
- 2) 班长 (class president, or monitor): 起立(stand up)!
bān cháng qǐ lì
- 3) 老师(teacher): 同学们好 (Hello class)!
lǎo shī tóng xué mén hǎo
- 4) 学生 (students): 老师好 (Hello, teacher)!
xué sheng lǎo shī hǎo
- 5) 班长 (class president): 请坐(sit down, please)!
bān cháng qǐng zuò

4. Procedures for ending the class

When you hear the bell, you need to check the floor, put your desk back in place, and pick up the trash

- 1) 老师(teacher): 下课(class ends)!
lǎo shī xià kè
- 2) 班长 (class president, or monitor): 起立(stand up)! Immediately, the class line up in four rows.
bān cháng qǐ lì
- 3) 老师(teacher): 同学们再见(Good-bye, class)!
lǎo shī tóng xué mén zài jiàn
- 4) 学生 (students): 老师再见(Good-bye, teacher)!
xué sheng lǎo shī zài jiàn
- 5) Walk out row by row.

5. Procedures for dealing with dead Chrome book

- 1) Charge your Chrome book in a safe place.
- 2) If there is not any outlet in the room, share your classmate's chrome book
- 3) If there is inconvenient to share with your classmate, use paper and pen instead

6. Procedures for movements in the classroom

- 1)  ^{wǒ yǒu wèn tí}
you say, “我有问题。” (I have a question).

- 2)  When the teacher sees your fingers, you say, ^{qǐng bāng wǒ} “请帮我!” (Please help me)”

- 3)  you say, ^{wǒ kě yǐ jiè yī zhī qiān bǐ ma} “我可以借一枝铅笔吗 (May I borrow a pencil)?”

- 4)  you say, ^{wǒ kě yǐ qù hē shuǐ ma} “我可以去喝水吗” (May I take a drink of water?)”

5). You should throw away your trash on the way out of the room at the end of the class.

7. Procedures for going to the bathroom

Go to the bathroom before you come to the classroom. Bathroom pass is issued only in emergency. Do the following when you are in an emergency.



a. Raise your index finger and wait for the teacher to see you.

b. When the teacher sees you, you say, ^{qǐng wèn cè suǒ zài nǎ r} “请问厕所在哪儿?”
(May I ask where the bathroom is?)

After hearing ^{cè suǒ zài nǎ ér} “厕所在那儿(the bathroom is over there)”, you can go.

8. Procedures for taking tests and quizzes

- 1) Wait quietly for the test or quiz to be distributed.
- 2) Take the test or quiz in silence.
- 3) If you finish your test or quiz early, put it in the homework tray, and do the assigned work.

9. Procedures for being late: *If you are not in the room when the bell rings, you are late.*

- 1) Enter the room quietly.
- 2) Stand by the door, bow, and say, ^{duì bù qǐ} “对不起(sorry)!”
- 3) Go to your seat and sit down quietly

10. Procedures for being absent and missing work

- 1) Email the teacher about your absence the night before your absence.
- 2) Set an appointment to meet with the teacher about the missing work upon your return.
- 3) Make up your missing work including lab, test or quiz **in a week**.

11. Procedures for having a substitute teacher

- 1) Be respectful, polite, and kind to the substitute teacher.
- 2) Do everything according to the routine and the substitute teacher's instruction.

12. Procedures for Code Red

- 1) Take all your belongings with you.
- 2) Sit in the designated location with absolute silence until a policeman comes to open the door.

13. Procedures for Severe Weather

- 1) When hearing the siren, exit the room row by row quickly and quietly.
- 2) Sit in the designated location quietly

14. Procedures for Fire alarm

When hearing the siren, exit the room row by row quickly and quietly.

Note: I encourage you to bring a sweater with you at all times during the winter. This way, you will not be frozen when you are out in the cold.

15. Procedures for breaking the rules

- 1) The First and Second Time- Verbal Warning
- 2) The Third Time- Fill out My Action Plan that the teacher emails you and cc to your parents

If you constantly talk in class, you, the teacher, and your counselor will have a meeting.

Grading Policies:

Grade is the evidence of your mastery of the content.

Homework is the practice for your mastery.

1. Homework is for practicing as a formative assessment which will not count as 1 point.
2. Your quizzes and tests are summative assessments which count as your grade.

3. The grading scale

A = 93-100	B+ = 87-89	C+ = 77-79	D+ = 67-69	
A- = 90-92	B = 83-86	C = 73-76	D = 63-66	E = 59 or less
	B- = 82-80	C- = 70-72	D- = 60-62	

First quarter grade = 40 %
Second quarter grade = 40%
First semester exam = 20%

Third quarter grade = 40%
Fourth quarter grade = 40%
Second semester exam = 20%