

The Expectations of My Classes

Kevin G. Smith, Instructor

1. Personal responsibility is of the highest priority. Please do what you say you are going to do and be where you are supposed to be. Expect negative consequences if you choose to avoid your responsibilities.
2. I cannot abide a liar. If you lie, you betray my trust in you and I will be forced to treat you accordingly. My advice is to be honest at all times. Honesty may cause anger, but such anger usually disappears rather quickly. An honesty-based relationship remains strong even through temporary periods of upset.
3. **Course Calendars** will be distributed for your convenience. Please save these documents and consult them frequently enough to know what is expected of you – and when. Assignments are usually due on the day that they first appear on the calendar.
4. Classroom **Blog Pages** are updated weekly. Check them for current information, weekly assignments, etc.
5. It is the **student's** responsibility to initiate any make-up work, missing assignments, and the like – after all, it is the student's education that is at stake. *Please read through this statement again.*
6. A student will be marked absent when he/she is not present when attendance is taken. Students who arrive without a pass after attendance is taken will be marked tardy.
7. Please sit in your assigned seat whenever you are in the room. This speeds the attendance-taking process and guarantees you a place for this excursion into knowledge and understanding.
8. Place your chair back under the table when you complete the class period each day. Collect paper shreds, dried-up pens, used Kleenex, and stuff like that and dispose of each properly. No one particularly enjoys picking up others' trash.
9. Sit in chairs, not on tabletops. Each has been designed to serve a unique function.
10. Please wait to be dismissed before bolting for the door. Hovering around the classroom door waiting for the last seconds of the period to tick by provides a poor impression to anyone walking by, and I hate it.
11. There is no reason to ever mark on tabletops, cabinets, or the walls of the classroom. Don't do it. It looks terrible and lingers forever!
12. Please avoid the temptation to handle the pictures, masks, props, etc. used to decorate the classroom. In addition to the risk for damage to the item, you could also put yourself at risk should an item fall on or poke you.

13. Personal cell phones must be out of sight and set to *vibrate* or *silent* during class. It's really embarrassing when they "ring" during class; avoid the humiliation by taking care that your cell phone is properly set before class.
14. Use staples on assignments of two or more pages in length. Staple in the upper left-hand side of the page, as Nature intended. No paper clips, overfolds, or glue sticking are acceptable. Provide your own stapling prior to your arrival in class. Doing so provides subtle evidence of your advanced preparation – a smart move that is certain to impress your teacher!
15. Keep your hands to yourself! Speak words of encouragement! Be courteous to each other -- and to me – at all times, particularly during discussions, lectures, student-led presentations, or during occasional video screenings. This courtesy includes, but is not limited to, respectfully listening to points of view different from your own, tending to others' property, and responding in Christian love during difficult circumstances.
16. Be genuine in all you say and do. Learn how to be tactful when disagreeing.
17. Persons on a pass from me are my *ambassadors*. Do not make me look bad! Go to your intended goal quickly and efficiently and then return directly. Carry your pass in your hand so that everyone can see it. And walk proudly.
18. During emergency drills, keep your voices low and your attention high. I will be giving important information that you will need to hear. Once we arrive at our designated location, stand quietly as I take attendance. I'll want to know if I have to arrange to attempt something heroic!
19. The fear of failure results in mediocrity, one of the greatest crimes against humanity that I can imagine. Take a chance, this year, to excel! There are always back-up plans available to you if you do not, initially, meet your goals. My own philosophy is that temporary failure is God's permission to dream exceptional dreams and to experience an extra measure of inspirational creativity.
20. We are members of this class together – each of us. We each have a responsibility to make it work. The teacher is not necessarily the only "policeman" within the classroom, but will take the lead in outlining appropriate expectations for behavior.

It's a new year of new opportunities! Pray frequently, forgive without keeping track, and embrace the uniqueness God has placed within each of us. Our year together will be fantastic!

Together, with you, in His service,
Kevin G. Smith
Instructor