

# Routines and Expectations

Bronx Early College Academy

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2023-2024

# Begin class on time

Sign in when late

0.1 Thursday 7 September

Expectation: On your desk, every day, start of class

1. Notebook, pencil/pen
2. Pocket folder, lined paper (no spiral notebooks)
3. Tools: laptop computer (charged)

Supply list: Composition book, folder, looseleaf, pencils & pens, ruler (calculator)

# Take class notes in a composition book

## Use this notebook format (required)

1. Outside cover: "CFM", your first and last name
2. First page: your name, my contact info, your passwords  
Dr. Huson / chuson@schools.nyc.gov / 917-648-5632

3. Each page in the top left corner:

*I can open a checking account*

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4. Copy definitions using your own words
5. Write down example diagrams and problems

## Follow routines to increase efficiency and reduce stress

### Write name on work immediately

1. First and last name in upper right corner

### Bathroom / breaks are limited

1. Request breaks only during allocated time
2. Do not interrupt instruction

### Work until told to begin dismissal routine (3 minutes)

1. Stay seated and quiet until dismissed
2. Straighten desks, check for garbage, push in your chair

# Computers are your responsibility

## Use only for school work

1. Playing games or surfing is *off task* and earns a poor participation grade
2. "Lids down" when the teacher or a student is presenting
3. Charge at home each night  
(4:75%, 3: 50+%, 2:20+%, 1:0+, 0:dead)
4. BECA computers are not private (GoGuardian)

# Upper classmen have privileges and responsibilities

I expect a lot from you

- ▶ You are role models for the younger students
- ▶ These last high school years can be fun, but also...
- ▶ There is a lot of serious work this year