



In Pursuit of Excellence

UNITY CENTER FOR URBAN TECHNOLOGIES

Department of Education of the city of New York

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Fausto de la Rosa

Principal

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Adm. Support

Ira Simmonds &

Grace Villalona

Assistant Principals

PARTICIPATION IN GOVERNMENT 2008-2009

Ms. Poultney

Dear Parent or Guardian:

I am very happy to welcome you and your child to a new year of learning at Unity Center for Urban Technologies. Below you will find basic information about my class policies for Participation in Government. I hope you will join me in supporting your child's progress toward his/her greatest potential.

Expectations

I expect every student to pass this class, which is a required credit for graduation, and meet the standards set by the Regents of New York State for civics and government. Your child's best efforts will not only result in a good grade in the class, but also will empower him/her with the understanding to become an active and savvy participant in the United States' democratic system.

Class Rules and Procedures

1. Follow directions the first time they are given.
2. Raise your hand and wait for permission to speak.
3. Stay in your assigned seat unless you have permission to move.
4. No cursing, teasing, or offensive language.
5. Take care of class materials and keep the room neat and clean.
6. Always show respect to yourself, your classmates, and your teachers.

Grades

Grades will be based on class work, homework, projects, quizzes, tests, and a final exam in accordance with the Unity Center for Urban Technology's official grading policy. Because this course is a required course for graduation, it is vital that each student study regularly and complete all required projects. For each marking period, students will receive a grade, and the final grade will be a cumulative (semester long) grade that will appear on the official transcript. Cheating will not be tolerated and will result in serious academic and disciplinary consequences.

Cutting Class and Absences

Any unexcused absences will result in a grade of "zero" for any work missed that day, including class work, quizzes, tests, homework, or projects. An absence will be excused if the student provides a note from a doctor or a parent.

Required Materials for Class

- A notebook and a folder for handouts or a loose-leaf binder notebook with pockets for handouts
- Pens (blue or black ink) and pencils

I encourage you to regularly check your child's notebook and folder and/or binder for evidence of their progress. You can expect to find substantial daily class work and notes, along with graded assessments. Please encourage your child to keep these resources organized and updated throughout the semester. If you should have any questions or concerns, please feel free to contact me at (212) 343-8038 or by email at MPoultney@schools.nyc.gov. Thank you for your ongoing support.

I understand the policies and expectations of Participation in Government.

Student

Parent or Guardian

Teacher

Print name

Print name

Ms. Poultney
Print Name

Signature

Signature

Ms. Poultney
Signature

Telephone Number