

Mulholland Middle School **Classroom Rules/Procedures**

Ms. Martinez - Room #28
Technology Classes

- Students must abide by the MMS & LAUSD Codes of Conduct, Dress Codes, and the Acceptable Use Policy.

Before Entering

- Use the restroom before class starts – no restroom passes during class.
- Students will enter & exit classroom in an orderly manner.
- All students should have proper materials before entering class, including agenda books, lined paper, 3-ring binder, & pencil or pen.

Inside the Classroom

- No food, drinks, gum, or candy allowed in the classroom at any time.
- All trash is to be put in the trash cans, not left on floor, chairs, or on the computer tables.
- No profanity will be used in the classroom at any time.
- No throwing any items in the classroom.
- No toys, trading cards, cell phones, mp3 players, etc. in the classroom.
- Students will not touch anyone else's personal property.
- Students will use all equipment & materials in an appropriate manner, as instructed by the teacher.
- Students will treat each other & the teacher with respect.
- One person talking at a time – raise hand silently & wait to be called on - do not shout out in the classroom.
- No writing on any of the equipment or furniture, including the mouse pads. If you need paper, please ask for it from the teacher. Do not take paper from the classroom printers.
- All chairs should be pushed in & mice left on their mouse pads at the end of class time.
- Computers should be left at the home screen at the end of each class session. The last period of the day will shut down the computers at the end of the session.
- Teacher's office & computer are "off limits" without special permission.

-Thank You For Your Cooperation.-