



Class Policies - Mr. Maksymchuk - Room 204 - 2026 / 2027 Academic Year

Rationale: Welcome to Room 204 at the Swan Valley Regional Secondary School. The purpose of this document is to give you, the learner, an opportunity to understand my expectations of you from my perspective as the course instructor. Please familiarize yourself with these policies, as they will likely play an important role in determining your success this semester. Again, welcome, and my most sincere wishes toward your success as a learner.

Contact information:

School telephone (classroom extension): (204)-734-4511, extension 2204

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1. Texting / cell phones / portable internet devices, etc. (DIGITAL CITIZENSHIP)

As of September 2025, there simply will not be ANY PERSONAL TECHNOLOGY allowed in room 204 during instructional time. This includes, but is not limited to: recording devices of any kind, cellular telephones, tablets, personal computers, ear buds, music players, smart watches, smart glasses, etc. Period. PLEASE CONSIDER THIS MESSAGE TO BE YOUR ONE AND ONLY WARNING. The instructor assumes no responsibility whatsoever for any personal technology.

As of this writing, the only known exception to the above will involve the use of personal technology as a monitor for health (for example: diabetic student monitoring blood sugar via smart phone app). Arrangements can be made to accommodate this need with me.

A space / receptacle may be employed to allow students to deposit technology devices within the classroom at their own risk. If students cannot / will not comply, the student will be removed immediately from the learning space to the main office of the school, a discipline report will be recorded and logged, and it will be at the discretion of the instructor as to when and if a student can be welcomed back into the learning space.

NOTICE: Any audio / video recording and / or still photography within the teaching / learning space without the express permission of the instructor is absolutely prohibited, at all times.

2. Test taking / Major assessments. In the courses that I teach, there are often assessments that are 'a big deal' with regard to calculation of course grades. Students will be given ample time to be aware of dates/times in order to prepare. As such, if a student were to miss an assessment FOR ANY REASON, it will be then my discretion

as the instructor to determine the specific details regarding an alternate assessment. Students should not necessarily expect to write the same assessment as the class as a whole, but THEY SHOULD be prepared to write said assessment immediately upon their return to school.

3. **Washroom breaks** - Unless otherwise instructed, students need permission to leave my classroom. A maximum of one (1) student at any one time may leave the classroom at any given time. Students MUST LEGIBLY record their name and times in and out of my classroom using the recording document by the classroom door. Failure to adhere to this protocol will result in a loss of this privilege during instructional time.

4. **Attendance** - The attendance policy of the school and the school division will be followed.

5. **Internet Acceptable Use Policy** - The policy of Swan Valley School Division will be followed.

6. **Sign-outs / extra-curricular involvement** - The following two requirements MUST BE MET in order for a student to be considered 'in good standing', and subsequently be allowed to participate in extra-curricular activities:

a) student's attendance is perfect (or close enough to satisfy the instructor)

b) student's level of academic success is not below instructor expectation

***note that any student NOT MEETING minimum expectations will NOT be allowed to participate at all in athletic / extra-curricular situations. STUDENTS ARE EXPECTED TO ASK PERMISSION OF THE INSTRUCTOR FOR EACH AND EVERY INSTANCE OF MISSING INSTRUCTIONAL TIME DUE TO EXTRA-CURRICULAR COMMITMENT.

7. **Lates** - Lateness is rude and unnecessary, most of the time. In the event that a student is late for class, a protocol for entering the classroom will be established and demonstrated. Chronic lateness will be referred to school administrators as a violation of the code of conduct.

8. **Class Dismissal** - Students will be dismissed by the instructor, not the school's bell system. Students are required to remain seated prior to dismissal. Students who leave class early (for any reason) will have their attendance changed to 'DEPARTED EARLY'.

9. **Summative Assessment** - (as per SVSD policy) It is intended that all summative assessments that will influence a student's grade will be supervised directly by instructor / school staff. The possible exception to this policy may include long(er)-term project work that will require the creation of some end-of-learning product, and the course assessment value for that assignment will never exceed 20% of the value of the course grade.

10. **AI policy** - Students can and should expect to have their work checked for plagiarism against AI programs. Plagiarism will result in immediate parent meetings and academic dishonesty could result in removal from the course. Plagiarized assignments MUST be redone, but course credit may be withheld.

11. **Microsoft Teams** - A Microsoft Teams presence exists for all courses. Please familiarize yourself with expectations for submitting work for scoring.

12. **Instructor Communication** - Any / all communication with the instructor will only be done through SVSD email / phone and / or Microsoft Teams if it cannot be completed in person.

13. **Hydration** - Students are encouraged to bring personal water bottles to class with them. As such, students are discouraged from leaving the classroom to seek hydration.

Classroom Rules: (There are only two, so I think it's pretty simple)

1. My job is to teach. I get paid by the people elected by your caregivers to teach you important skills that society deems necessary. I will teach uninterrupted by the actions or behaviours of students. NO STUDENT SHALL IN ANY WAY OBSTRUCT THE PROCESS OF TEACHING.

2. The job of the student is to learn. Countless studies and mountains of research generally agree that academic success correlates well with 'quality of life' / 'happiness' measurements in later life. Every student should have the opportunity to learn. NO STUDENT SHALL IN ANY WAY OBSTRUCT THE PROCESS OF LEARNING.