

Dear sub:

October 3, 2016

Here are the dos and don'ts of teaching my class.

### General

no electronics allowed

no gum, candy, food or drink (water ok with a secure lid)

AVOID hall passes unless a student is currently in danger. If they choose to use one of the two passes for the year, please collect it back from the student and leave it for me.

no one at or behind my desk with computer or at my podium

no one is to leave or get out of seat until the bell sounds

for fire, exit the room to the hallway, turn left and left down stairs and then out the door and across the lot-take role

for lock down, lock door, turn out the lights and sit quietly—Place the green map under the door if everything is ok, the red if someone is hurt and no map if someone is in the room threatening the class.- Red/Green are hanging on the bulletin board near teacher's desk.

for tornado, students are to proceed downstairs to an inside room, 1414– FOLLOW CARRENO.

**If problems occur with any of my students, document the incident and leave it for me to handle. Send only to office if situation escalates or if the student fails to correct action.**

### Role information

Use the seating charts I have left. Turn in absences to the office please.

### Miscellaneous Information

I do not have any teacher's editions you will need. Lunch room is the last room on the left as you leave this wing of the building. No one eats there. Lunch is at 12:36-1:06 M-Th or 12:44-1:14 on Friday.

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## Monday's Lesson Plan

I prepped the students Friday for what would happen today, so today's lesson is nothing totally brand new to them. Some students may be back today who were absent Friday, and I have already assigned them to a group created Friday. They were given explicit directions to be on task or quietly working on something else. **They were sternly forewarned to stay off your radar; they are not to be engaging other groups or out of their seat without a good purpose. Today is a gift as this work would normally occur outside of class.**

Take role – will you email or text absences to me, and I will enter them on my end instead of having you send them to the office. Occasionally they do not get to them, and I cannot enter them tomorrow.

Students are expected to bring *The Sniper* by Liam O'Flaherty and collaborate as a group on what elements of fiction to annotate within the story. This is not the first time, but they might find it handy to have ready past annotations and literary analysis work from previous stories. When a group thinks it is finished, go through it again looking for anything else that can be found.

If anyone forgot a copy of the story, he or she can simply take notes on a piece of paper and annotate on the story later as only the story is allowed during the test Wednesday or Thursday.