What to do if…

1. You have a question or want to answer a question?
   1. Silently raise your hand and wait until Mr. Marosy calls on you before speaking.
2. You need to use the restroom?
   1. Silently raise your hand and wait until you are called on. If you receive permission, silently remain at your seat until a bathroom escort arrives at the classroom. EMERGENCIES ONLY!
   2. Students may not leave the classroom during the first 15 minutes of class or the last 15 minutes of class. Students may not leave class during direct lecture or instruction.
3. You need to borrow a pen or pencil?
   1. BEFORE BEGINNING YOUR DO NOW, ask 3 classmates to borrow a pen or pencil.
   2. If none of your classmates can help you, silently take a classroom pen or pencil from the front of the room.
   3. Return the pen/pencil to the appropriate location BEFORE EXITING THE CLASSROOM.
4. You need to sharpen your pencil?
   1. Silently raise your pencil in the air and wait for Mr. Marosy to acknowledge your request AND indicate that you may use the pencil sharpener (head nod, etc.).
   2. Silently proceed to the pencil sharpener, sharpen your pencil, and return to your seat.
5. You finish your work (or test) early?
   1. Check you work and ensure that you have fully answered every question and have written in complete sentences (if necessary). Silently raise your hand to have your work checked. If work is satisfactory, pick up an Extension Article from the folder at the back of the room and silently complete read the article and answer any follow-up questions. Put all supplementary materials away when Mr. Marosy begins talking again.
6. A fire drill, lockdown drill, or unexpected emergency event occurs?
   1. Follow Mr. Marosy’s instructions exactly and remain silent and calm.