



## General Expectations for Students and Teachers

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### **General Expectations for Students:**

1. **On-time Attendance and Active Participation at All Class Sessions.**
2. **Respect for Self and Colleagues.** Classrooms must be safe academic spaces where, at all times, everyone actively demonstrates social and academic respect for self and others, so that all participants (students, teachers, guest presenters) can voice their opinions, discuss controversial topics, form debatable theses, learn new content and skills, and do their very best work. Out of respect for self and others, students must: a. respect the opinions of and protect the rights of other members of the class (peers and instructor) to freedom of expression and "classroom confidentiality by refraining from ad hominem attack and/or reporting the words of others (students and instructor) on any social media platforms, etc.; b. consistently and generously give peers and faculty the benefit of the doubt; c. demonstrate respect for their instructors by sharing relevant concerns with them first, before speaking to others; d. exercise active, generous collegiality and collaboration with peers and instructor; and e. uphold Lab's honor codes by strictly and consistently adhering to the History Department's Academic Integrity policies.
3. **Completion of All Assigned Readings.** Student must complete all assigned readings, and come to class ready to share their knowledge and perspectives, based on a thoughtful and thorough reading of the assigned texts. Students should expect pop quizzes on the assigned readings, especially if the previous class session indicated a lack of student preparedness.
4. **Preparedness.** Students must come to class fully prepared in order to optimize their learning and avoid wasting their time. They must bring all necessary materials (notebooks, pens and pencils, syllabus, and assigned readings) to class each day. If this is a challenge, students must seek the teacher's help to develop organizational strategies. Students are expected to take notes in class each day and may be asked to submit the notes from a given class to the teacher for review and grading.
5. **A Positive and Proactive attitude.** Students will do well in this class if they maintain their curiosity, focus, and optimism, and resist the sometimes understandable temptation to hate the book, teacher, parents, counselors, administrators, primary source authors, etc.; if they always come prepared, and if they quickly seek the help of others (teacher, parents, librarians, etc.) when they need it.
6. **Timely Completion of Assignments.** Students must submit all assignments on time. Late assignments lose credit (see syllabus for specifics), but assignments turned in 24 or more hours in advance earn extra credit.
7. **A Daily Desire for Excellence.** Excellence isn't a one-time achievement. Rather, it is earned incrementally in consistent, daily attempts to do our best on smaller tasks that might seem inconsequential but have a powerful cumulative effect. Carpe Diem!

### **General Expectations for Teachers:**

1. **On-time Attendance and Active Participation at All Class Sessions**
2. **Respect for Self and Colleagues.** Classrooms must be safe academic spaces where, at all times, everyone actively demonstrates social and academic respect for self and others, so that all participants (students, teachers, guest presenters) can voice their opinions, discuss controversial topics, form debatable theses, and do their



- very best work. Out of respect for self and others, the teacher must: a. equally respect the opinions of and protect the rights of all members of the class (self and students) to freedom of expression and “classroom confidentiality” by refraining from ad hominem attack and/or reporting the words of students on any social media platforms; b. consistently and generously give students and other faculty the benefit of the doubt; c. demonstrate respect for students by sharing relevant concerns with them first before speaking to parents, counselors, administrators, etc.; d. exercise active, generous collegiality and collaboration with students; and e. uphold Lab’s honor codes by strictly and consistently enforcing the History Department’s Academic Integrity policies.
3. **Completion of All Assigned Readings.** Teachers must complete all assigned readings, as well as all supplemental and enrichment readings, in order to help students understand and interpret the material they are asked to read.
  4. **Preparedness.** Teachers must come to class fully prepared and organized in order to maximize and optimize students’ learning and avoid wasting their time. They must bring all needed learning materials (laptops, notebooks, syllabus, and assigned and enrichment readings, etc.) to class each day.
  5. **A Positive and Proactive Attitude.** Like students, teachers must also: maintain their curiosity, focus, and optimism; resist the sometimes understandable temptation to hate the book, students, other teachers, administrators, and primary source authors, etc.; must always come prepared; and must quickly seek the help of others (parents, students, administrators, librarians, etc.) when needed.
  6. **Timely Completion of Assignments.** *Student homework, once completed, becomes teacher homework.* Since careful evaluation and timely feedback are essential components of optimal learning, they are an important part of teacher responsibilities, so teachers must evaluate and return student work in a timely fashion.
  7. **A Daily Desire for Excellence.** Excellence in teaching, as in learning, is earned incrementally in consistent, daily attempts to do one’s best and help students to do their very best. Excellent students deserve excellent teachers. Carpe diem!!