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Infinite Campus: *Please refer to Infinite Campus to stay up to date on missing projects and grades.*

Course Objective: This course is designed to encourage students to problem solve using engineering design techniques to plan, draw, build, test, report, evaluate, and modify real-world projects in a **hands-on workshop and a computer lab.**

Course Rules: **RESPECT, BE ON TIME, BE PREPARED, PARTICIPATE, NO HATS/HOODS, NO FOOD OR ELECTRONIC DEVICES, FOLLOW SAFETY RULES & ALL INSTRUCTIONS, USE TOOLS & EQUIPMENT FOR INTENDED PURPOSES ONLY, WEAR SAFETY GLASSES!**

Disruptive or Inappropriate Behavior: **You are in control of your own behavior and your own CHOICES!**

Discipline policy: 1) A verbal warning, 2) Phone call or letter/email home and lunch/after school detention, 3) Written referral, 4) Loss of work and/or removal from the classroom for the day or the remainder of the year & a written referral.

Rewards: Praise, Extend a Project, Extra Credit, Engineering Friday (s), Raffle Tickets, Colonial Cash etc.

Grading Policy: Electronic Gradebook is Used

60% Projects, 15% Tests/Quizzes, 15% Written Assignments, 10% Participation/Do Now

COVID: 50% Participation, 50% Assignments

Daily Class Grade:

Every day your performance with respect to the classroom rules and policies with particular attention to your work ethic will be assessed in a pass/fail format created as either a zero or 100%. In other words what you put in is what you get out. Should you **CHOOSE** to not participate in a lesson, work on a project or engage in behavior which is inappropriate and against classroom/school policy you **will receive a zero for the day in addition to any disciplinary action.**

Extra Help: is available as needed. If you are absent from class or have music lessons, it is YOUR responsibility to find out what you missed.

Required Daily Materials: ***ALL Supplies are left in the classroom: Pen & pencil Daily, A dedicated Notebook & Folder.***
Additionally (throughout course for projects): 3-4 empty cereal boxes, 3-4 empty tissue boxes, 4 bottle caps of the same size among other materials.

** The teacher is able to document behavior issues with video/audio enabled technology if behavior warrants burden of proof/evidence**

Grade Improvement

Any student who wishes to improve his/her grade may do so by making ALL corrections to ANY graded assignment during extra help periods, or for homework. Any student who wants to do grade improvement must inform Mr. Ferrara BEFORE the improvement is to be done. All assignments are eligible for improvement during the marking period it was assigned only.

THIS DOCUMENT IS A COURSE REQUIREMENT

By signing you are agreeing that you have read and accept the class policies and grading procedure.

Student (print name): _____ Date: _____ Student Signature: _____

Parent/Guardian (print name): _____ Date: _____

Parent/Guardian signature: _____

Parent Best Email: _____ Required: Parent Phone Number: _____

Technology Education Safety Agreement

Students must understand and comply with safety rules to make sure that all avoid injury while participating in classroom activities. Failure to follow these rules will result in a loss of points, loss of work privileges, or removal from the class depending on severity. A 100 is required on the safety exam.

1. Always wear some type of eye protection (safety glasses) when anyone is working in the room.
2. If you spill a liquid on the floor or bench clean it up immediately using paper towels or rags.
3. If your teacher is not in the room, do not enter the class. If your teacher is absent and a substitute teacher is in, you may not work.
4. Machines and tools are not to be used until you have been instructed on their safe use. If you are not sure how to use a machine or tool after a lesson ask your teacher for help.
5. When you are finished using a machine, turn off the power and remove "chunks" of wood or metal. Place them in the garbage can, not on the floor.
6. If you hurt yourself, report the accident to your teacher right away.
7. Any tool or machine must be checked BEFORE it is used. Look for loose handles, blades tight and pointing in the correct direction, damaged power cords, loose parts, dull points, and cracks in handles.
8. Use tools and machines for their intended purpose. Don't crush pens in vices.
9. When adjusting power tools, unplug them first.
10. When you are finished using a tool return it to the tool cabinet so that others will be able to find it. Tools left on machines or benches may fall or be knocked to the floor.
11. Gloves are used when handling hot materials or when handling materials that are rough/sharp.
12. Long hair and jewelry that can get caught in machines should be tied behind the head.
13. Shoes or sneakers must be worn. Floppy sleeves must be rolled up. Jackets or other loose clothing should be removed.
14. TAKE YOUR TIME!
15. Debris that is left on benches or machines should be cleaned off with a foxtail brush. Don't use hands to clean debris from tabletops or machines. Don't blow sawdust with your mouth. Use the vacuum cleaner, or dust pan.
16. If you decide that you would like to make a project other than those assigned, check with you teacher first. Your teacher will advise you as to the safe way to make the project.
17. If you do not clean up you will lose points for the day and may not be able to work the next day.
18. Electricity and water should never be mixed!
19. Sawdust from sanding or cutting operations can irritate your nose and eyes. Make sure to turn on the dust collector before starting machines or hand sanding. If you need them dust masks are available.
20. Friction causes materials and tools to get hot. Sometimes hot enough to cause a serious burn if you touch it. Belt sanders create a great deal of friction, which makes materials HOT. Drill bits get hot when a hole is drilled, so does the metal being drilled. If you do burn yourself and the skin is not broken go to the sink and run COLD water over the burn area. Then ALERT TEACHER ASAP!
21. I don't like the term "fire drill." Whenever the fire alarm sounds you are to assume that there is a real fire or emergency in the building and stop what you are doing immediately. Go to the nearest exit and line up QUIETLY. Listen for instructions from your teacher QUIETLY. Move out of the building QUIETLY. Line up outside QUIETLY so your teacher can take attendance.
22. For our health, and safety no book bags are to be placed on the floor.
23. Professionalism and high-quality effort are expected at all times.
24. All projects and notebooks should be placed in their appropriate and designated areas.

Date: _____

Student Name:	Parent Name:
Student Signature:	Parent Signature: