**Kell High School Career Technology Dept.**

**Intro to Drafting Survey of Engineering 3D Modeling PLTW IED**

**Mr. Kunberger (Mr. K) Team Norms:**

1. Treat all teammates, staff, and school equipment with **RESPECT**.

2. Use **PROFESSIONAL**, appropriate language and behavior at all times.

3. No food or drinks in the classroom.

4. Maintain a clean and safe work space. Clean up!

5. Adhere to all school rules and policies listed in the student handbook.

6. Computer settings should NEVER be changed.

7. Games, e-mail, downloads, or unauthorized internet use are prohibited.

8. Teammates will arrive to class, prepared and **ON-TIME**. When the bell rings you are at **WORK**.

9. **SAFETY** is a priority for yourself and those around you.

10. Provide constructive feedback

11. Adhere to all deadlines. Late work will not be accepted and will receive a ZERO, unless there is an excused absence. It is your responsibility to contact your teammates or Mr. K to obtain missed assignments. You will be given the appropriate days to submit your work.

13. All communications will be through e-mail bill.kunberger@cobbk12.org or my office before and after school.