

EAGLE STEM Mentorship Program (SeaPerch)

Independence Seaport Museum

Fall 2019 / Spring 2020

Thursday 3:00-5:00PM

Cohort Instructor: Joy O. Ude, STEAM Educator / jude@phillyseaport.org

Cohort Mentor: **????**

Attendance / Teamwork

Expectations

Regular weekly attendance is required as part of the mentorship program. Your presence is important in this class for you and for your classmates. As a team, we rely upon each other for feedback and criticism. In addition, time in class is comprised of many important activities: discussions, demonstrations, field trips, brainstorming, presentations, and work in class, to name just a few. Since it is not possible to replicate these team experiences outside of class, consistent weekly attendance is required.

Guidelines

Absences for sports activities confirmed with the instructor prior to the weekly EAGLE session are counted as *excused* (games and meets only). Emergency events are also *excused*; please contact the instructor as soon as possible, and provide a note from a doctor, parent, or guardian. Absences not confirmed, by phone or email, with the instructor by noon on the session day will be counted as *unexcused*. Each *unexcused* absence counts as 1 point. At 5 points, the student must meet with the instructor to discuss recurring *unexcused* absences and create a plan to address attendance issues. At 10 points, the student is no longer considered an active participant in the mentorship program.

Punctuality

Expectations

Students are expected to arrive on time (at or before the 3pm session begins). EAGLE meets once weekly, for two hours—we have to make every minute count! Out of courtesy for your fellow teammates and instructors, please arrive on time and prepared to work.

Guidelines

Late arrivals confirmed with the instructor prior to the weekly EAGLE session are counted as *excused*. As with absences, emergency events are also *excused*; please contact the instructor as soon as possible, and provide a note from a doctor, parent, or guardian. Late arrivals not confirmed, by phone or email, with the instructor by noon on the session day will be counted as *unexcused*. Each *unexcused* late arrival counts as .5 point. At 3 points, the student must meet with the instructor to discuss recurring *unexcused* late arrivals. At 6 points, the student must create a plan to address attendance issues. At 10 points, the student is no longer considered an active participant in the mentorship program.

Preparedness

Expectations

- Arrive prepared to work.
- Cell phone use during class is not permitted without express permission from the instructor. Students that are frequently asked to put away their phones will have points added to their

attendance tally.

- Students are responsible for signing the attendance sheet upon entering the MakerSpace. Students are not allowed to sign in for friends.
- Wear sensible clothing, including footwear. Loose clothing should be secured, so they are not caught in equipment. Closed-toe shoes should be worn on work days, when tools and equipment are in use.
- Leave your work area clean and in good order before leaving the studio.
- Follow all instructions provided by your instructor.
- No eating or drinking in the studio; snacks should be eaten in the museum lounge. Closed/capped drinking containers can be used in the studio.

Guidelines

The *basic studio* rules and *active attendance* rules (*see *Syllabus*) are in place to ensure a safe and successful workspace for EAGLE activities. Students are expected to follow the rules detailed in a positive, productive, and professional manner.

****Expectations and Guidelines are subject to change****