***August 12, 2015***

Dear Parent/Guardian:

It is a brand new school year and I am excited to be your child’s mathematics teacher! My goal is to have a classroom that is fun, interactive, and structured. I believe in setting high expectations for students. By doing this, I hope that your student will set high expectations for themselves. Through hard work, determination, and participation, your child can and will succeed in my class.

In order for this year to be successful, it is important that we all work together. I ask that both you and your child take a few moments to read through this explanation of how things work in my class. The information provided here will help your child have a successful year. Because this information is so important, the **first grade** (and only participation grade) your child will receive will be for having returned the ***completed*** signature slip at the end of the packet.

If you have any questions about this information or any other questions or concerns throughout the year, please do not hesitate to contact me. Email is an excellent way to reach me, my address is: leigh.snell@clark.kyschools.us. You may also call the school and I will return your call as soon as possible.

(859-744-6111) ext. 3514.

I look forward to teaching your child this year!

Sincerely,

Mrs. Snell

**Information About Grades**

For the George Rogers Clark High School Mathematics Department the primary purpose of grades is to inform students and parents of progress in the classroom. Grades should reflect classroom achievement on standards. Grades should NOT be influenced by factors such as behavior, attendance or effort. I have set up my gradebook to better reflect these ideas and make students’ grades more accurate, meaningful and supportive of learning.

***What does this mean for you as a student?***

No longer will you receive “participation” points for turning something in. Your grades will reflect what you know. You will rarely receive a grade on homework, as this is practice. You will still need to complete your homework and we will still check to see if you are correct (either through you grading it or I). You will be given the opportunity to ask questions so that we can find out where you are making your mistakes. If you do not complete homework, you will never know where you need the extra help and when it comes time for a test or quiz, your grade will reflect that you weren’t getting the required practice. To help motivate you to complete your homework, we may sometimes have homework quizzes, which will come directly from your homework. Also, some of your test questions may be prior homework problems. There will also be rare occasions where I reserve the right to collect homework for a grade. Please take homework and class work very seriously, as this is your practice for quizzes, tests and projects. If you receive a D or lower on a quiz, you can make arrangements to retake a similar assessment before/after school. Retake quizzes must be taken prior to the unit exam. Unit exam retakes are not permitted.

***What does this mean for parents?***

Parents will be able to view their child’s progress through Parent Portal. Your child’s grade will reflect what they know and will not be altered by participation or behavior grades. Grades that are used to calculate your child’s progress grade will come mainly from tests, quizzes, in class assignments and projects. Your child will be graded on accuracy, or in the case of projects, a clearly defined rubric. I have found that students who continuously fail to complete homework or participate in class have much lower grades on assessments. Through Parent Portal, you can follow how your child is doing on quizzes and we can resolve issues they may be having prior to taking the unit exam. Always encourage your child to do their homework, as it is their practice and beneficial to them. Students who receive a D or lower on a quiz will be given the opportunity to rectify the grade by taking a similar assessment before/after school. This retake quiz must be taken prior to the unit exam. Unit exams retakes are not permitted.

 

**Course Materials -** Students will need the following materials EVERY class:

* Math binder dedicated to math ONLY
* Paper
* Pencils or mechanical pencils (with extra lead), eraser

**Grading – Each nine weeks your grade will be composed of the following:**

* Exams
* Quizzes
* Other Assignments or Projects

**Final grading for year will consist of the following:**

* 25% 1st Nine Weeks
* 25% 2nd Nine Weeks
* 25% 3rd Nine Weeks
* 25% 4th Nine Weeks

**Covered Topics -** During the course of one-year, we will cover the following topics in Algebra 1:

* Relationships Between Quantities and Reasoning with Equations
* Exponents
* Systems of Equations & Inequalities
* Functions
* Descriptive Statistics
* Expressions & Equations
* Quadratic Functions & Modeling

Procedures are a part of life. We follow many different procedures in our daily tasks. Parents and students both understanding and complying with these procedures make daily tasks much easier. The following procedures outline the routine and structure of this classroom. Take some time to read these procedures carefully so that you will feel at home and ready to work in this classroom.

**Entering the Classroom:**

* Pick up your calculator after entering the classroom. Please don’t wait until class has started to get your calculator.
* You will be assigned a calculator number and you must pick up and use this specific calculator each class period. You are responsible for this calculator during your class time. If there is a problem with your calculator (broken, missing, etc), please see the teacher at the beginning of class.
* When being utilized, log into the Navigator system before class begins.
* Every day you should come to class prepared with a pencil, paper, and your notebook. (Please sharpen your pencil ***before*** class begins)
* I recommend that you use a pencil when doing all math work. A pencil allows you to erase mistakes. Sloppy work is unacceptable. Grade for an assignment may be lowered or the work not accepted if it is not done neatly. A pencil will help ensure your work is neat.
* After getting your calculator and sharpening your pencil, go directly to your assigned seat and begin working on the opener.
* I will take attendance while students work on openers. Please make sure you are in your assigned seat or you will be marked absent.
* You should be seated and working on your opener when the class bell rings.

**Video Homework:**

* Throughout the year, I will assign video homework. Students will watch a short video (5 – 15 minutes) that teaches a topic.
* These videos will help a student have a better understanding of the skills they will be using in the next class.
* Students AND Parents can rewind or pause a video so that they can master the material.
* Videos will become more frequent as the year progresses.

**If you are Absent…**

The removal of homework/practice from the overall grade calculation will allow makeup work to be a much easier process. However, if there is a graded assignment, the following procedures should be followed.

* **Make up work is** **YOUR responsibility**. **I will not ask you to complete make up work, so make sure you stay on top of things when you are absent**.
* If you are absent and there were notes or an in class assignment, you’ll find those on the site for the class.
* Make up work is to be completed in the number of days you were absent plus one. For example, if you are absent 2 days, you will have 3 days to complete your missed work. Late work policies will apply after the allotted time.
* Work assigned PRIOR to the absence is due the day that you return to school.
* Make up tests or quizzes can be taken after school or before school. Please make arrangements with me as soon as you return. Making up a missed assessment during class time forces you to miss valuable instructional time.
* If you are only absent the day before an assessment (review day), yet are present for the assessment, you will be expected to take the assessment.
* Once again, **make up work is YOUR responsibility**. Do not interrupt class to ask about make up work. You can find information on the class site and if you have questions, see me before or after class.

**Leaving the Classroom:**

* You must use the hall pass. If another student has the hall pass, you are not permitted to leave the room. If you are leaving the wing, I must call your destination prior to your leaving.
* No student is permitted to leave the classroom the first or last 10 minutes of class.

***Note about Restroom Breaks:***

* + You have 6 minutes between classes and most of your classes are located within a central area. The restrooms in our wing are ONLY open during class change. You are expected to use your time wisely and take care of restroom breaks during this time.

**End of Class (Dismissal):**

* The teacher dismisses the class, NOT the bell, NOT the clock. All students will stay in their assigned seats until they are dismissed.
* All supplies, including calculators, must be accounted for before class is dismissed.

**Class Rules:**

* Be respectful and gracious
* Be kind and giving
* Be fair and honest
* Work hard, Try harder
* Participate and smile
* **Leave electronic devices off and out of sight unless permission is given to use them.** I will not allow these disruptions and failure to follow my rules will result in an office referral for defiance.

**Discipline:**

* Failure to follow any school rules or procedures listed in this syllabus may result in the follow (but are not limited to):
	+ Warning
	+ Parent Emails & Phone Calls
	+ Loss of points for daily assignment or Loss of privileges
	+ Teacher/Student Conference
	+ Office Referral

**Remember***: You have the freedom of choice, but every choice has consequences.*

*“50% of success comes from the knowledge we have obtained but the other 50% deals with how we play the game…..”*  - **Choose wisely!**

*Please send the portion below back with your child.*

**My child and I have read this syllabus together. (PLEASE PRINT LEGIBLY)**

Parent/Guardian Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Day Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Cell Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Home Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PARENTS: Help me get to know your child!**

Tell me 3 things I should know about your child (or three things you would like me to know).

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3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Remind 101 Text Alerts:**

I send a text messages often to remind students and parents of upcoming assignments or announcements. I have had nothing but positive responses from both parents AND students. Please sign up for text alerts by texting this number 81010 with the message @\_\_\_\_\_\_\_\_\_\_\_\_\_\_.