

**Teacher: Mrs. Burns**

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**Phone: (940) 274-2708**

Policies/Procedures – Algebra 1

**General Information**

Course Name: Algebra 1

Conference Time: 3rd Period: 10:06 am – 10:53 am

**Classroom Materials**

It is the responsibility of each student to be prepared for class. The following is a list of supplies needed throughout the school year.

|  |  |
| --- | --- |
| - Pencils - Paper- Expo markers |   |
| - Dividers |   |
| -1” 3 Ring Binder |  |

**Binder Organization:** Students need to keep an organized binder at all times. I do have a shelf in my room for them to keep their binders on. If notes or reference sheets are needed to complete homework they may take them home and return to class the next day.

**Course Information**

The study of high school Algebra 1 centers around the fundamentals of Algebra.

*The units of study include:* Linear equations, Linear functions, Equations of linear functions, Linear Inequalities, Systems of Linear Equations and Inequalities, Exponents and Exponential Functions, Quadratic Expressions and Equations, Quadratic Functions and Equations, Radical Functions and Geometry, Rational Functions and Equations, and Statistics and Probability

**Expectations\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

\*Be Prepared \*Be Focused \*Be Respectful \*Be Willing

**Participation\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

We will be using different approaches to learning. Some days will be filled with individual work. Some days we will do cooperative learning. Other days will be partner work. You will be expected to work appropriately whether you are working alone or with others. Use your time wisely, I try to give plenty of time in class to work on assignments (or at least begin on them).

**Classroom Management Plan**

First offense: Teacher warning

Second offense: Call to parent(s)/guardian(s)

Third offense: Teacher assigned detention

Fourth offense: Office referral

**Tardiness**

Students are required to be inside the classroom, and seated in their assigned desk, before the tardy bell rings. When the bell rings my door will be locked and the student will have to go get a pass from the office before coming to class. **3 tardies = 1 unexcused absence** which will affect their exemptions from finals.

**Freshmen and Sophomores may exempt from two exams; juniors and seniors may exempt from all (if they meet the exemption qualifications).**

1. No unexcused absences.

2. Must have an 80 or above average for the SEMESTER

a.90-100 can have 4 excused absences

b.85-89 can have 3 excused absences

c.80-84 can have 2 excused absences

3. Three tardies in one class will count as one unexcused absence for exemption purposes which results in no exemptions in ANY class.

4. No more than one office referral.

5. No time spent in ISS or DAEP.

6. (Students with special circumstances can go before the attendance committee)

**Grading**

Daily Assessments such as class work, quizzes and homework, will account for **50%** of the student’s total grade. Major Assessments such as tests and projects (when assigned) will account for **50%** of the student’s total grade. You will have a minimum of 2 Major grades (tests and/or projects) each 6 weeks, and a minimum of 10 total grades each 6 weeks.

Late Work: Work will be excepted late with 10 percent deducted **per school day** and will **not** be excepted after 3 school days. After 3 days the paper is a 0 and will stay a 0.

Corrections: Students can do corrections on daily grades they failed that were **NOT** late to receive a maximum grade of a 70. You will have 3 **school** days from the time you receive the graded paper back. You will need to do the work on a separate sheet of paper, staple to original paper **AND** you must show all work. **No work = No credit**.

If a student fails a test they will have the opportunity to take a retest after attending a tutorial session with me. Students have 3 school days to attend a tutoring session and complete the retest. Students may **NOT** retest if they have not attended a tutorial session with me or a teacher in learning center. After three days if these steps have not been completed, their grade will stand as is.

**Cheating**

I do not tolerate cheating! If you are caught cheating on an assignment you will receive a zero for that assignment. The zero will stand without the option to correct or resubmit.

**Make-up or Missed Work**

If a student is absent, then it is the **student’s responsibility** to obtain any missed handouts. They will be given adequate time to complete the missing work. Students will be given a minimum of the number of class days absent plus one to make up work missed. So, a student who was absent one **class** day will be given two **school** days to turn in the make-up work. There will also be a folder by the student center in the classroom and they are responsible to pick up their work the next day they are in class. Students can also find the assignments they missed on canvas.

**How to Help Your Child Succeed in Math Class**

1. Make sure your child is studying each day’s notes or completing the homework assignment.
2. There are also very good instructional videos online at [www.khanacademy.org](http://www.khanacademy.org) and https://student-tutor.com/blog/top-10-math-websites in case they are absent or just want to have the material presented again.
3. If your child is having difficulty, encourage him or her to come in for tutorials or after school. I will stay Mondays and Wednesdays after school for tutoring from 3:45 to 5:00.
4. Help your child to organize his or her time and prioritize tasks.
5. Please contact me right away with any concerns you might have about your child’s performance.

With all of us working together, we can help to ensure that your child has the best possible learning experience.

I’m looking forward to the year and having your son/daughter in my class.

Ashly Burns

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Parents please sign below indicating that you have read the syllabus and guidelines for the year:

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

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