

Algebra Course Information

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Welcome to Algebra! Algebra is exciting because it lays the foundation for all your future math classes from Geometry to Calculus and beyond. It may not always be the easiest subject, but with hard work and perseverance anyone and everyone can be successful. Do not fall behind with coursework — it is vital that you keep up in Algebra as the concepts build upon each other (note: this is true for all math classes). We will work both individually and in groups (determined by me), and it is imperative that you stay on task, work hard in class, and help one another.

Required work:

You will be expected to keep a notebook in this class as well as complete homework assignments, classwork, quizzes, and tests.

Notebook: Your notebook will contain almost all the work you do for this class. Take good/thorough notes and review them while completing homework and preparing for quizzes and tests. If you are absent from school you will want to copy a classmate's notes and make up the homework as quickly as possible.

Homework: Homework will be corrected every day and no credit will be given if no work is shown. Homework will be corrected at the beginning of class and will be marked late if it is not on your desk when I come to record it. Your grade will be based upon completion and effort (5 pts./assignment).

Classwork/Activities: Expect to have a few investigations or activities between each quiz or test. In addition, warm up problems/exit slips may also be scored in this category. Classwork/activities will be graded on either a rubric or correct answers. Note: not all class work will be graded. Refer to the assignment board to know what will be entered in the grade book.

Quizzes: Quizzes will be completed independently. Each chapter will consist of one or two quizzes before the test. These, in addition to homework and classwork, are designed to keep you on track with practicing material and identifying where you need further assistance in the learning process. Each quiz will be scored out of 50 points. Retakes will not be offered for quizzes.

Tests: Tests will be completed independently. Each chapter will have a test that is scored out of 100 points. You may retake tests.

Final Exams: There will be a final exam for each semester that will make up 15% of your semester grade.

Your grade is determined by:

Homework and classwork/activities will both make up 10% of your grade, quizzes will make up 20%, and tests will make up the remaining 60%. Tests may be retaken. Grades will be posted to your Skyward account on the school's website and will be regularly updated. You may also ask me questions about your grade.

Retake Policy

If you wish to retake a test please let me know; you will be allowed one opportunity to retake any test. Quizzes and tests may not leave the room, so you must find time to come in to review your assessments outside of class. We will follow the process outlined below:

1. Come in to correct the problems that you got wrong on the test. These corrections should be made on a separate piece of paper with the new, correct answer clearly labeled. All work must be shown. These corrections are to help you understand where you were making mistakes and identify areas for improvement: corrections will not be used to earn back points.
2. You must provide EVIDENCE of additional learning (note: saying “I looked over my notes” is not sufficient). You may do additional, unassigned homework problems to practice skills; worksheets; or use online resources (screenshot/print what you have done) to learn the material. You must provide tangible evidence of this additional, out-of-class learning before you can retake. If you need help identifying adequate resources for further review, please ask for assistance.
3. Meet with me – outside of class – to discuss both your sheet with corrections from step 1 and evidence of further learning from step 2. I will look over them with you and corrections will be made as needed. If you are still making mistakes at this point we will do more additional practice. If adequate corrections and further studying have been completed, we will arrange a time for you to retake.
4. Come in – on your own time – to retake. Retakes must be done in one sitting: plan accordingly.

I encourage you to retake tests as it can and will improve your grade dramatically. I will help you with identifying resources and studying the material, but ultimately it is your responsibility to learn the content.

Scoring of retakes: The score you receive on the retake will replace the original score in the grade book, regardless of whether it is higher or lower. Make sure you fully understand the material before attempting to retake.

Grading scale: We will use the standard school grading scale.

Cheating: Anyone caught cheating or helping someone else cheat will receive a zero for that work.

Cheating/academic misconduct is a serious offense and will not be tolerated under any circumstances.

Makeup work:

A chart listing the assignments for each week can be found in the classroom. When you are absent, it is your responsibility to find out the assignment, complete it, turn it in, and then pick it up from the return basket. All makeup homework for a unit is due two days after the unit test. Deadlines for retakes and make-ups will be set as the end of the grading period approaches.

Guidelines/Expectations

In addition to the rules established by the school, this class will have one basic, additional rule regarding behavior: RESPECT. This means you must show respect for each other, yourselves, myself, and the education process in which we are involved. This also means you will respect the physical property within the classroom; namely, the computer hardware and software, desks, chairs, etc.

Some ideas of what respect means:

- Only positive comments made to fellow classmates (constructive criticism is allowed: there is a big difference between respectful, productive discourse and bullying)
- No profanity
- No cell phones
- One person speaks at a time and I (the teacher) can decide who that is
- Raise your hand and wait to be called on to speak

- Be in your seat ready to learn when the bell rings
- Leave only when dismissed by me (not the bell); do not stand around or crowd the door
- Be committed to trying your best (no heads on desks, talking, sleeping, etc.)
- Work productively – on math – for the entire period (one-minute rule)
- Etc.

In short, be a good person, try your best, and do the right thing.

As the school rules state you may not eat or drink in class (except for water).

Deciding not to follow this set of rules will generally have the following consequences in the order given:

1. Warning
2. Detention/parent phone call
3. Detention/parent phone call
4. Referral to office

I reserve the right to skip any or all the steps listed above depending on the severity of the action.

What you can expect from me

- I will respect you as an individual
- I will be available to provide extra help before school, at lunch, and/or after school (unless school responsibilities make me unavailable)
- I will take the time to answer your questions, and I will respect where you are in the learning process
- I will be at school whenever physically possible and I will be prepared to teach
- I will correct and return tests and quizzes promptly
- I will do all I possibly can to help you learn the material and thus be successful
- I will communicate frequently with you and your parents about your success in this class
- I will be open to your feedback on how to be a more effective educator

We can only be successful in this course if we all respect one another and are willing to work together. If you have questions about the material or structure of the classroom, please do not hesitate to ask. I will not be offended by respectful, constructive criticism, and I will try to justify my ideas with research and/or theory. It is my job to help you, the student, effectively learn the material. As a student, you must be an advocate for yourself to ensure that you are successful. Math isn't always the easiest subject, but with hard work and perseverance anyone and everyone can be successful. If you need something, please ask.

By signing below, you are verifying that you have read and understand the course information sheet in its entirety. Information regarding required work and grading is subject to change, but any alterations will be communicated thoroughly. Please feel free to leave a message for me, Mr. Ditter, at the school or write a note if you have any questions.

Student

Parent/Guardian