

Honors Algebra II

Policies and Procedures

Mrs. Ash

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Welcome to Honors Algebra II! This is a skills-based course. Algebra skills are crucial for success in all other branches of math and most branches of science. The purpose of this course is to raise the level of your algebra skills in order to equip you for success in other STEM courses throughout high school and college. I look forward to a great year of getting to know each other, strengthening our math skills, and hopefully having some fun while we do it!

Materials needed for this class:

- 1½ inch (or bigger) 3-ring binder
- Pencils, grading pen
- TI-84+ graphing calculator

Conference period - 2:46 - 3:35 (8th period)

Tutorials

- Mornings: 7:30 - 7:55 AM. If you need to take a makeup test, we need to make the arrangements in advance to meet here at 7:15 AM.
- Afternoons: 3:40 - 4:15 (by appointment)

Canvas

I will post classroom announcements, assignments, and lecture videos on Canvas. If you miss class due to illness or extra-curricular activities, you will be able to access the documents that I handed out during class as well as watch the lecture over any new topic being introduced. Be sure to check Canvas daily! In the event of an emergency shutdown (such as for COVID), I will communicate with you through Remind and Canvas. Lecture videos and homework documents will be accessible that way.

Grading

- Daily grades - 30%
- Major grades - 70%

Daily grades

- **Homework** will be assigned with each new lesson, and I will provide some class time to work on it. *Note: As per GRHS math department policy, late homework is not accepted in honors classes.*
- **Quizzes** - Each unit will contain several quizzes prior to the unit test. Each quiz grade will be entered in Skyward twice, giving them more weight than daily work. If you are dissatisfied

with a quiz grade, you have **one** opportunity to retake that quiz (an alternate form) to try and bring up the grade. Quiz retakes need to be done in a timely manner. I will not allow a student to wait until the end of the six weeks before deciding to retake a quiz that was given earlier in the grading period.

- We will take a minimum of 10 daily grades per six weeks. The number of daily grades is usually much higher than that. At the end of the six weeks, I will drop the two lowest daily grades in the grading period.

Major grades

- **Unit tests** - There will be a major test at the end of each unit we cover.
- **Quiz average** - At the end of each six weeks, I will average the quiz grades for that grading period. This average will be entered as an additional test grade.
- There will be a minimum of 2 major grades each six weeks. More often than not, there will be at least 3 major grades. I do not drop test grades from the six weeks average.

Retesting is permitted only under the following conditions:

- Student received a failing grade on a test on the first attempt. There will be no retesting to bring up a passing grade.
- Student has consistently participated in class (as in listening, taking notes, using the time provided to work on homework).
- All daily assignments that pertain to the test must have been completed and turned in on time.
- An optional test review is given prior to each test. If you do not turn in the review (completed) prior to the test, you will not be permitted to retest.
- Student must attend a tutoring session outside of class (before or after school) to go over problems missed on the first test. Please schedule this session with me.
- Retest must be accomplished within one week of notification of the failing grade on the first test.
- The retest will NOT be the same test taken the first time around. It will have new problems over the same content, possibly of a different format.
- The highest possible replacement grade on a retest is 70. A grade of 70 is not, however, guaranteed. You will receive a 70 only if you get at least 70% of the retest correct.

Makeup work

- Students who miss class due to illness will be given the same number of days missed to turn in makeup work; for example, if a student misses three days due to illness, he/she will be given three days upon returning to school to turn in all missed work.
- Students who miss class for school-related activities are expected to stay caught up with the rest of the class on all daily work. If you miss class for school activities, check Canvas for the work you missed. You will also be able to watch the video of the lecture. Missed work is due when you return to class (other than missed quizzes or tests).

Use of electronics in class

This is a pencil and paper class. You will be required to keep your cell phone put away during class, unless directed by me to use it for some specific purpose. Keep the phone on silent and put it in your bag or purse, not your pocket. Laptops need to be closed and off your desk. You are welcome to charge either your phone or your laptop during my class. I have charging ports available on both sides of the room.

Cheating

During these quizzes and tests, no phones, notes, or talking to other students is allowed. Students caught cheating will have their paper taken up and will receive a zero for the grade.

Class procedures

- Upon entering the room, take your seat and put away your electronics.
- If an assignment is due, have it on your desk and ready to grade.
- After grading homework, listen and take notes during the lecture time.
- After the lecture, use the remaining class time to work on the assignment. I encourage talking to each other while working. Peer tutoring is a great thing!

Classroom rules

- Bring all needed materials to class.
- No cell phone use during class.
- Treat others—and their property—with respect.
- Do not talk while I'm talking. It's just rude.
- Smile and believe in yourself! I'm here to encourage and help you. I want you to succeed!