

ADVANCED ALGEBRA COURSE POLICIES and GUIDELINES

1) **You are required to have:**

- A 3-ring binder **for Advanced Algebra only**. This should be **at least 1-1/2 inches** thick. The binder will include clearly labeled sections for:
 1. this policy sheet (up front)
 2. completed assignment record sheet (up front or in front of HW/CW section)
 3. a section for dated class notes, LFLBs, review/warm ups
 4. a numbered homework section (assignments in numerical order)
 5. a returned assessment section, in order, **with corrections on a separate sheet of binder/graph paper attached to each.**
 6. Miscellaneous section including projects, practice for STARS, HSEE, etc.
- **Required supplies:** binder paper, graph paper, pencils, and pens (do not do your HW in red), and access to a scientific or TI83+/TI84 graphing calculator.
- Please, **NO ELECTRONICS**. They **WILL** be taken away. These include cell phones, MP3 players, iPods, iTouch, iPad, Wi-Fi, headphones, etc.

2) **There WILL be daily assignments.**

- Write your name, date, period, assignment #, and description of assignment. If you have more than one sheet for the same assignment, staple them together.
- **All graphs are to be done on graph paper.** Otherwise, assignments can be done on binder paper or graph paper.
- You have an assignment every day; please set aside time to complete it before the next class meeting. Whatever work not finished in class is considered to be homework. Assignments include reading the text, doing the assignments, reviewing your notes and previous work. This is a fast paced course. It is your responsibility to do your homework nightly since each day's work builds on the previous night's assignment. Homework is vital to your success!!
- LATE HOMEWORK WILL NOT BE ACCEPTED for unexcused absences. In case of an excused absence, your work is due the next collection day. You are responsible for correcting and making corrections to your HW. HW will be collected or checked off.
- **** If you do not have at least a 75% in the HW category, you will not receive a grade higher than a B+.

3) Students will be given assessments regularly. Please do not miss them! If you miss an assessment due to an excused absence, you must make it up by the next SMART period. There are no retakes on assessments. If you are having difficulty with the material, it is your responsibility to come in for extra help before the assessment date. **DO NOT WAIT, COME IN EARLY!!!**The Redwood High School testing schedule will be followed.

4) This class does not stop because you are not here. Schedule your vacations and appointments during non-school time. It is **your responsibility** to get all notes and assignments before you return to class in the event you are absent. Do not expect the teacher to do this for you!

5) You can check the Redwood website to get the assignment. Assignments are also posted on the whiteboard in class. You/your parent/guardian can contact me by e-mail (preferable) at lsugilouie@redwood.org . You could also leave a voice message at 945-3600 ext.6260.

6) The Academic Honesty Policy is adhered to in this classroom. Please familiarize yourself with this policy as consequences could be damaging to your future. **Copying homework is definitely considered to be cheating.**

7) ****PLEASE NOTE**** As in any college preparatory class, students are expected to work at a **C level or better**. A grade of C (not C-) or better **is required** before a student can go on to Pre-Calculus. A grade of C- or better **is required** in order to go on to Statistics. **If** a grade of C or better is not earned in Advanced Algebra, students may have to go to Summer school (where one would have to earn a grade of C or better).

8) Please ask for help as soon as you find yourself having trouble. Do not wait because you may run out of time!! Take advantage of the help that is available so this year is a successful one! I am available for help during lunch on Mondays through Thursdays, as well as during SMART period. Help is also offered everyday after school except Thursdays (meeting day). **However, to guarantee that I will be available, arrangements must be made ahead of time!!**

9) You are considered “tardy” if you are not in your seat when the tardy bell rings. Have your calculator and your materials ready. In order to promote promptness, students with zero (0) unexcused absence and up to 2 tardy may drop one weight 1 assessment score at the end of the semester. You must come to class everyday prepared to work hard and learn. Coming to class everyday, however, does not guarantee you will pass.

10) I will not tolerate, and neither should you, rude behavior, insulting remarks, or offensive language. Please listen when someone else is speaking, do not cheat (do your own work), and do not use class time for grooming. Please adhere to the dress code. You may not eat, chew gum, or drink during class except for bottled water. If it should become necessary for me to suspend you from the classroom for any reason, you will be able to make up work missed so that you may practice the concepts covered, but not for credit.

11) Your progress grade will be based on these weighted categories: Assessments will count for 85% of your grade, all other homework and assignments will count for 15%. Progress grades are cumulative from the beginning of the semester and will have a weight of 80% for the semester grade. A cumulative final will be given at the end of the semester and will weigh 20%.

<u>GRADING SCALE:</u>						
	89-87	B+	100-94	A	94-90	A-
			86-84	B	83-80	B-
	79-77	C+	76-74	C	73-70	C-
	69-67	D+	66-64	D	63-60	D-
					59 and below	F

Good Luck with your year!! Don't be afraid to ask questions!!