

Welcome

Welcome to LHS and to Algebra 1B, a continuation course that builds on the algebra that you learned in 8th grade. Algebra is the foundation for most of the math and science you will need to use in high school and in life. Some students find it challenging to learn, but I am confident that with a positive attitude and a genuine effort, everyone in our class will be able to succeed. It is also my hope that you will find some of the things we do together to be interesting or fun.

Classroom expectations

- Be on time and ready to learn.
 - Be in your assigned seat when the bell rings.
 - If you need to slip in quietly a minute after the bell because you had a long walk, that will be OK.
 - Any lateness beyond that will be considered tardy and recorded in the school's attendance data.
 - If you are tardy more than 3 times in a quarter, at my discretion, you may be assigned a detention.
 - The school attendance policy has additional penalties for frequent tardiness and/or absences.
- Come prepared to work.
 - Bring your notebook, pens or pencils, and graphing calculator. See page 3 for details.
 - Bring your homework, and have it out on your desk when the bell rings.
- Be a productive learner during class.
 - Your class time is valuable, so use it wisely. Stay on the assigned task. Avoid chatting or wandering.
 - If the teacher asks you to stop doing something, stop.
 - Don't cause distractions. Cell phones must be off and put away. Calculator games are never allowed.
 - If you are disrupting someone else's learning or teaching, as a last resort, you may be asked to leave the room and report to your dean.
- Respect your classmates and the teacher.
 - Raise your hand when you have something to say.
 - Listen silently when it's someone else's turn.
 - When working with a partner or a group, make sure everyone contributes.
 - Be kind to each other, especially when someone is having trouble or makes a mistake.
- Respect our classroom and resources.
 - Treat the furniture as you would your furniture at home. Don't write on it.
 - Don't waste supplies such as paper.
 - No food or drinks, please, except plain water.
 - Put trash in the garbage or recycling before you leave. Don't leave stuff on the floor.
- Be responsible when you need to leave the room.
 - Ask me before you leave.
 - Tell the truth about where you're going.
 - If your trips are too long or too frequent, I'll ask you to make up the time after school.
- Understand that if something is a school rule, we can't negotiate about it.
 - Teachers are expected to enforce school rules in their classrooms. It's part of their jobs.
 - For example, it's a rule that cell phones and music players are not allowed in classes.
 - If you think a school rule is unfair, join Student-Faculty Senate and try to change it.
- Expect some of these consequences if you do not follow the rules.
Repeated offenses will lead to greater consequences.
 - Verbal warning.
 - Meeting with me at 2:30 to discuss the issue.
 - Contacting your parent(s) or guardian(s).
 - Contacting your dean.
 - School-level discipline such as detentions.

Learning and grades

We will have a mix of different activities during class, including full-class learning, group or partner work, and individual work. No matter what we're doing, it's vitally important for your learning that you always be fully involved. The only way to really learn math is by doing it!

Here are the different ways that your math learning will be evaluated and graded:

- Daily assignments
 - There will be homework most nights, due at the beginning of the next class. Homework completion will sometimes be checked. You'll get full credit if you show you have tried all of the problems. (You must show evidence of trying, such as taking a first step, even if you're not sure it's right.)
 - A running list of homework assignments will be kept on our class web site at <http://lhs.lexingtonma.org/Teachers/Kelly/alg1b/> but many of the assignments will be to complete handouts distributed in class, so you'll need to make sure you keep these handouts in your notebook.
 - Don't copy someone else's work, or copy answers from the back of the book. These actions will be considered cheating, which is a violation of the LHS Honor Code, with very serious consequences (school policy is that all violations must be officially reported to the school and to your parents).
 - Occasionally there may be an assignment that is collected and graded, or a longer-term project.
- Tests and quizzes
 - An unannounced short quiz might be given at any time, such as at the beginning or end of class. These quizzes are mainly for practice, and will count for only a few points in your grade.
 - Longer quizzes or tests will be always announced in advance.
 - Most topics will appear on quizzes and tests multiple times during the course. If you get a low score on a test or quiz, you are urged to seek extra help to improve your understanding of the material. Then you will be able to show improvement the next time the same topic is tested.
- Notebook checks
 - About monthly, I will check notebooks (usually on the same day as we have a test).
 - To get credit, your notebook must be *organized* and *complete*. *Organized* means that all of your papers are in a 3-ring binder, arranged in the order that we covered them. *Complete* means that you have all of the handouts, notes, and homework for the several weeks preceding the notebook check.

Here is how your report card grades will be determined.

- Every graded assignment or assessment will be worth a specific number of points, based on size and importance. For example, a completion check of a single homework assignment will be worth 1 point, a shorter quiz might be 10 points, a longer quiz might be 25 points, a test might be 50 points.
- Your quarter grade will be based on the total number of points earned in the quarter. The teacher will set appropriate cutoffs each quarter for how many points are needed to earn each letter grade.
- The year grade will be formed from the four quarter grades (20% each) and the final exam (20%).

Make up work, extra help, and accommodations

- When you are absent, it is your responsibility to ask about what you missed, and then I will help you get caught up. Generally, if you are absent for a certain number of days, you will have the same number of days to make it up.
- It is very important to ask questions and get help if you are having difficulty. You might find you need only a little help, or a lot of help, so there are many kinds of help available to you.
 - There will be time to ask me questions during class.
 - I am available nearly every day after school, usually in the math teacher office (room 713); if not, check our classroom (room 819). To be sure I can help you on the day you want, make an appointment.
 - Drop-in math help by community volunteers is often available during the school day in room 828.
 - Tutoring by a senior student can be arranged through the Peer Tutoring Organization. Ask me for details.
 - For more extensive help, you may be able to add a Math Skills course to your schedule for 1 or 2 blocks per week, with another teacher who specializes in giving extra support. Ask your guidance counselor.
- Students entitled to extended testing time under an IEP, ICAP, or 504 Plan will receive 50% additional time, unless a different amount is established either by the Plan or through a Special Education team meeting. The extra time must be completed on the same school day or the next school day, but no later.

Supplies you'll need

- Things you'll need to bring to class
 - pens or pencils
 - 3-ring binder notebook (can be a large binder for multiple classes, or a smaller binder just for math)
 - notebook paper
 - graphing calculator: any of these from Texas Instruments: TI-83, TI-83 Plus, TI-84, TI-84 Plus

The school strongly encourages you to purchase a calculator this year, which you will be able to use throughout your 4 years at LHS. Try office supply, electronic, or online stores. *Good sale prices spotted at Staples 8/25/08: \$70 after rebate for TI-84, or \$100 for TI-84 Plus. You might be able to get a TI-83 (older model but perfectly fine) from ebay.com for around \$30–\$35.*

The school also loans calculators to students whose families are not able to get a calculator. To borrow a calculator, pick up a borrowing form from the math office, room 711, and return it by September 2 (don't delay, the supply of loaner calculators isn't unlimited).

By September 10, everyone must have a calculator and start bringing it to class everyday.

- Things you can keep at home
 - textbook (*Algebra 1: Applications, Equations, Graphs*)
 - graph paper
 - 12-inch ruler

For more information

- Information about the class, including a copy of this Course Guide and a running list of homework assignments, will be posted on the class web site:
<http://lhs.lexingtonma.org/Teachers/Kelly/alg1b/>
- Students and parents may contact me in these ways.
 - Best method:* e-mail to kkelly@sch.ci.lexington.ma.us
 - Alternate method:* leave a message at (781) 861-2320 ext. 7020, and I'll return the call
 - Parents should feel free to write or phone with any questions or concerns.
 - Parents are encouraged to attend Back-to-School Night (October 2, 2008).
 - Parent conferences may be scheduled on conference day (January 5, 2009), or other times if needed (e-mail or call to make an appointment).

Dear student and parent(s)/guardian(s):

Please sign below to confirm that you have reviewed this Algebra 1B course guide together. Then cut on the dotted line, and return only this slip to class no later than Tuesday, September 2. Feel free to contact the teacher if you have any questions (see above for contact information).

Student signature: _____

Parent/guardian signature: _____