

# Algebra Concepts 1A Syllabus and Expectations

## Mrs. Wege

### Course Description:

Algebra Concepts IA will focus on basic algebra skills through a variety of instructional methods. Emphasis will be on complete understanding of all numbers and their properties, solving equations and inequalities, probability and odds, data analysis, functions and graphs, and systems of equations.

### Supplies:

Students are expected to bring all supplies to class each day. Supplies include:

- Textbook with book cover
- Pencils
- Grading pen
- Basic Calculator
- 1" binder with 5 divider tabs and loose-leaf paper
- 6" ruler
- Kleenex

### Assignments:

Students should expect at least one assignment per day. Most days, **two** assignments will be assigned. The first assignment must be turned in within that class period and will not be accepted otherwise (unless the student has an excused absence). The second assignment will be considered due the next class period but will be accepted the same day if completed. If two assignments are assigned, they are worth 5 pts each. If only one assignment is assigned, it is worth 10 pts.

### 5-Minute Check:

At the beginning of every class period, each student is to complete a 5-Minute check. This is a worksheet of several questions which should take no longer than 5 minutes. The students must complete the worksheet individually but may use their resources (book, notes, etc). Every five 5-Minute Check grades will be compiled as one grade worth 10 pts.

### Assessments:

Assessments include, but are not limited to, grading the students' notebook, quizzes, tests, and projects.

*Notebook:* The students will be required to maintain a notebook. The notebook must be divided into five sections in this order: Chapter Notes, Reference, Assessments, State Assessment Practice, and Paper. The students will keep their individual work in the appropriate sections placing the most current pages in the back of each section.

The notebook will be collected and graded periodically and dates may or may not be announced so an up-to-date notebook must be brought to class each day. If a student misses a day, it is the student's responsibility to immediately get what was missed so to have a completed notebook. The notebook will only be graded on the day it is due (unless the student has an excused absence), it will not be accepted late.

*Quizzes:* In each chapter, at least one quiz will be given. These quizzes are intended to give the students an indication of how well they understand the material from the chapter. The students should use these quizzes to better prepare themselves for the chapter test.

*Tests:* At the end of each chapter, an assessment will be given that covers the entire chapter along with a section of questions from previous chapters and questions covering state assessed materials.

Every student has the opportunity to retake the chapter test outside of class. In order to retake the test, the student must have had 100% of the assignments completed prior to the chapter test and then the student must complete a second review sheet for that chapter. The retake must be completed by the posted deadline (typically within one week of the in-class test). The better of the two scores on the test will be recorded.

*Projects:* Project due dates will be given the day the projects are assigned. If the student is at school during any part of the due date, the project must be turned in that day to avoid late penalties. If the student is absent on the due date (and the absence is excused), the project must be turned in next day the student comes to school, even if not a day the student has the class. 10% each day the project is not turned in (even for unexcused absences) will be deducted from the final grade.

### **Make-Up Work:**

The student can only make up work missed during excused absences (and 15% deduction on tests missed on unexcused absences) and has the number of days missed to make up the work. It is to the student's benefit to see the teacher immediately upon returning to school (or to check the website while away from school).

During suspensions from school, the student will be able to turn in assignments that were due during the suspension and assigned prior to, but no assignments that are assigned during the suspension. Tests taken during the suspension must be made up within two days (not classes) of returning to school and a 15% deduction will be taken from those scores.

If a quiz or test is missed, **it is the student's responsibility** to schedule a time to take it immediately before or after school or during advisor period.

### **Late Work:**

Late work will not be accepted for credit unless it is accompanied with a late work pass (see next section). Though not for credit, late work must still be turned in to receive test retake privileges.

### **Multi-Pass**

The student will be given three multi-passes per semester. The passes may be used to turn in late daily assignments or as a hall pass (along with the student's agenda) to leave the room. Once the three passes are used, the student will not be allowed to leave the room unless requested by the office, counselor, or another teacher. If the passes are not used, they may be turned in the last day of the semester for 5 extra credit points each.

### **Tardy Policy:**

You will be marked tardy if you are not **in your seat** when the bell rings. You will also receive a tardy if you have to go back to your locker to get any materials needed for class that day (so come prepared!). Please note the school tardy policy.

### **Getting Help:**

Please feel free to ask any question in class. Asking questions not only can help the student, but also is generally for the good of the rest of the class. If a student has a question about a certain topic, it is quite likely that other students in the class have the same question.

In addition, there is tutoring in the Media Center before school. Feel free to get help there from the school tutor or by seeking help from the teacher before or after school.

**Extra Credit Attendance/Behavior/Preparedness Policy:**

Because I believe it is important to come to class prepared everyday and behave in such a way as to add to the learning environment, I offer extra credit at the end of each quarter based on attendance, behavior, and preparedness. I will take 3% of the total points offered that quarter and use that as a base. From that value, I will subtract two points for each tardy and unexcused absence and one point for each excused absence, unprepared day, or misbehavior (including whining, sleeping, disruptive behavior, etc.).

---

**Website:**

I will do my best to post homework assignments and other important information on the school website: [www.rockcreekschools.org](http://www.rockcreekschools.org). The web page for this class can be found under RCJSHS teacher directories.

---

**Online Resources:**

[www.algconcepts.com](http://www.algconcepts.com): User Name: ALGCA06

Password: ad35ex9n

**BOOK ONLINE!**

[www.rockcreekschools.org](http://www.rockcreekschools.org): class website offers chapter notes, assignments, and more!

## Criteria for Credit

All assignments are to follow these guidelines. Failure to adhere to these requirements will result in your paper **not** being graded for credit.

- Standard size paper – no fringes
  - Use only pencil
  - Turned in on time
  - Label paper in upper right corner with...
    - Name
    - Date
    - Section/Page/Problems
  - Write problem – unless word problem
  - Show ALL work
  - Work vertically – divide paper into two columns
  - Do problems in order
  - Skip 1 or 2 lines between problems
  - Circle your final answers
  - If 2 or more pages, staple together in upper left corner
- 

Dear Parents/Guardians:

I would like to take this opportunity to welcome your student to my Algebra Concepts class at RCHS this year, and give you some important introductory information about the class.

I realize that our communication and mutual support are vital to the success of your student in my class. I do welcome any questions or concerns that you or your student may have about the class. Please, feel free to contact me at any time at

- Phone the school at 494-8591
- Via e-mail at [wegea@rockcreekschools.org](mailto:wegea@rockcreekschools.org).

The e-mail is probably the most efficient way of contacting me, but don't be afraid to call.

This sheet is one of the first grades for your son or daughter. To receive full credit, your son/daughter must bring the following items to class on or before August 19, 2008:

Your signature on the form below; indicating they have discussed the class with you and you have read the syllabus

All materials listed in the required materials section

If you have any questions or comments about anything mentioned on this form, please don't hesitate to call or e-mail me. Let's work together to have a great year!

Ashley Wege

---

*Please fill out the bottom, cut off, and return to teacher.*

Student Name: \_\_\_\_\_ Class: \_\_\_\_\_

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

Phone Number: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

Parents E-Mail Address(s): \_\_\_\_\_