

Dear Parent(s)/Guardian(s),

I am looking forward to working directly with your student to facilitate their exploration, discovery and learning of mathematics. Below I have outlined notable classroom policies and procedures.

### **Organization**

I believe that it is very important for students to stay organized. It is required that each student has a spiral notebook for class. I will run all handouts and foldables half-size so that students can glue them into their interactive notebook. In the past students have found this system beneficial, especially as they review by unit and for preparation of the EOG.

### **Homework Policy**

Every effort should be made to complete posted homework assignments, as they are a review of material learned and studied in the classroom. Students will have approximately 5-10 homework questions each night (Monday through Thursday), as well as a Sunday Letter that is to be completed by Sunday of every week.

### **Grading Scale**

A	B	C	D	F
100-90	89-80	79-70	69-60	59-0

Grades have 4 basic categories and grading weights: independent practice (25%), quizzes (25%), tests (25%), and projects (25%).

### **Procedure for Remediation**

All students will be allotted the opportunity to participate in test corrections. The format is as follows:

1. Write out the missed question.
2. Write out all answer choices.
3. Write out why the correct answer is correct, noting thought process and mathematical procedures.
4. Write out why each incorrect answer is incorrect, noting thought process and mathematical errors.

Students who complete test corrections according to the specifications will be allowed to retake the unit test. If higher, the grade the students scores on the retest will replace the original test grade.

### **Classroom Rules**

1. *Be Prompt!* Students are expected to enter the classroom quietly and immediately begin working on the posted warm-up.
2. *Be Prepared!* Students should have all materials ready for the day's lesson. This includes sharpened pencils.
3. *Be Polite!* Students should be respectful of their classmates' ideas and questions, even though they may differ from their own.
4. *Be Positive!* Students should enter the class with a positive attitude and remain optimistic throughout the period.
5. *Be a Participant!* Students should contribute during group assignments and class discussions.

### **Consequences for Negative Behavior**

1. Warning/Redirection
2. Lunch Detention with written behavior reflection
3. Parent Contact
4. Administrative Contact

Thank you for your commitment to you child's education and success and I look forward to getting to know you and your child! If you have any questions, please feel free to contact me via email at [ajackson5@wcpss.net](mailto:ajackson5@wcpss.net).

Sincerely,  
Alyssa Jackson

Student Signature: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_