

ALGEBRA IB Policy Statement

Last Updated 8/2012 by B. Huffman

Grading

Coursework – 80% of semester grade	Weight
Chapter Tests	40 %
Announced Quizzes/Graded Worksheets	35 %
Classwork, Homework & Note Completion	25 %

Final – 20% of semester grade**Grading Scale**

	100 – 92 % A	91 – 90 % A-
89 – 88 % B+	87 – 82 % B	81 – 80 % B-
79 – 78 % C+	77 – 72 % C	71 – 70 % C-
69 – 68 % D+	67 – 62 % D	61 – 60 % D-
	59 – 0 % F	

Partial versus Full Credit

- **Pencil versus Pen:** Pencil is preferred for neatness (quality) reasons. Work should be free of cross-outs, scribbles and the like. Erasable pens are okay.
- **Tests, Quizzes, Graded Worksheets:** Pencil is required. All work to support answer must be shown to receive any credit (full or partial). Partial credit **will be considered** if the correct formulae and process steps are evident – even if the final answer is incorrect.
- **Homework and Class-work Completion and Quality Considerations:** Partial credit will not be given for any assignment less than 50% complete. With the exception of multiple choice and word problems, each assigned problem should be rewritten and all work shown (quality). No credit will be given if only the answer is provided – even for completion. **To receive full credit, the problem and work must be shown.** For quality purposes, answers should be checked. If you get an incorrect answer, you should ask a question the next class period.
- **Guided Note Completion:** Guided notes will be checked during the class period to assure their completion. The notes will also have to be used as a guide for practice problems. **They are to be used before asking the teacher for help.**

Workload: This class is more difficult than Algebra IA. To be successful, you must take notes, and complete assigned work. Time will be provided in class to work on many assignments. It is expected that you will work on Algebra IB when in class. Work will often be collected during the class period and a class-work grade given. If for any reason you miss class, you must turn in assigned work within the time allotted by the school handbook. **It is very important that you keep pace with the class.**

Notebook: Notes/Handouts, Homework, and Assessments ; You are encouraged to maintain a well-organized notebook. Your notebook should be organized into 3 sections per chapter.

1. **Notes/Handouts:** A 3 ring binder is best. There will be numerous handouts and organization is key. All handouts should be filed sequentially. Loose leaf paper can be interspersed with the handouts for your personal note-taking.
2. **Homework:** Assignments are randomly collected and graded
 - Assignments done in order & clearly labeled by section, page and assigned problems.
 - All work (problem rewritten, all steps shown) is shown, answers are clearly labeled.
 - Evidence that answers have been checked for correctness, e.g. circles versus X. Quality consideration is negatively impacted by incorrect answers and/or work. (In other words, if the answer is correct and the work doesn't match, that's a problem!)
3. **Graded Worksheets, Quizzes and Tests :** These should be kept as study guides for both chapter tests and final exams. As a result, corrections should be made on missed problems.

Due Dates: To be considered for full credit, homework and other assignments must be submitted on the "due" date. The assignment must be submitted during class or electronically submitted on the given due date. Failure to do so may result in no credit.

Absences: Assignments and class notes will be available on Home Access Center. The timeline for completing make-up work is that outlined in the student handbook.

1. Missing a review date? Plan on taking the quiz or test with the rest of the class.
2. Missing a test date? Plan on taking the test the first day back in class – and beware – the test may be slightly more difficult than that given on the previous day. Why? Students talk, and this may give an advantage to those who take the test on a later date.
3. Missing several unplanned days? It's in your best interest to get back on track as soon as possible. Check HAC (or other electronic media) for notes, solutions to student questions.
4. Planned absence? Check the Homework Guide. All assignments are due prior to absence or *immediately* upon return. Any questions regarding the material need to be addressed immediately upon return. Missed quizzes and / or tests need to be taken within 1 - 3 days upon return.
5. Unexcused absence? Zero points on anything completed or collected.

Supplies

- Scientific calculator, TI 30X II
- Paper
- Pencils and erasers
- Textbook

Student Responsibilities:

- ☒ Punctual - that means in your seat when the bell rings
- ☒ Prepared - textbook, calculator and pencil are present at time of bell
- ☒ Respect – teacher and fellow students
- ☒ Compliant with all school rules (no food, no drink other than water, no backpacks)
- ☒ Cell Phone – unless otherwise directed, the phone should be turned off and placed face side down on your desk during class. This should discourage its use during class!

Help:

1. Textbook – yes! It’s very good. Read it!
2. On-Line Textbook Personal Tutor
3. Do your homework – yes, it will help you! Refer to your notes, on-line class notes and on-line worked out solution key to selected problems if your own notes are insufficient.
4. Teacher Help: You are expected to do your part. What does that mean? Before coming in for help, you must have read the book and attempted all the assignment problems in your homework. There is only a limited time available (usually between 2:50-3:15, but not always!); you must use your time wisely. Come prepared with specific questions.
5. After school Tutor Lab

DO NOT expect that you can come in on test or quiz days for help. You should plan to have your questions answered prior to the actual test date!

Contact Information

Phone: 630-463-3882

E-mail: bhuffman@geneva304.org