

Dear Student and Parent / Guardian:

Hello! My name is Brian Klee. I am in my 11<sup>th</sup> year as a teacher and 4<sup>th</sup> year at Coloma High School. The following syllabus outlines some of the general information regarding expectations and procedures necessary for successful learning. If you have any questions, comments or concerns at any time, please feel free to contact me via my website, e-mail or by phone.

Thanks,

*Brian Klee*

Brian Klee, Coloma High School Mathematics Teacher

### General Expectations

- 1 – Please quickly follow directions the 1<sup>st</sup> time.
- 2 – Please respect each other by keeping hands, objects and unkind words to self.
- 3 – Be prepared to start class each day (book, sharp pencil, paper and calculator).
- 4 – Stay on task learning and working until dismissed by the teacher.

### Required Courses

The State of Michigan and Coloma High School require all students to pass Algebra I, Geometry and Algebra II in order to graduate.

### Materials Needed

Students need a **3-ring binder or folder** to keep assignments and notes organized, notebook paper and pencils with erasers for mistakes. Students will also be assigned and expected to return the text: *Larson, Boswell & Stiff (2001). Geometry. Published by McDougal Littell.*

### Grading

The standard grading scale will be used:

100%-94%	A	4.00	86%-83%	B	3.00	76%-73%	C	2.00	66%-63%	D	1.00
93%-90%	A-	3.67	82%-80%	B-	2.67	72%-70%	C-	1.67	62%-60%	D-	0.67
89%-87%	B+	3.33	79%-77%	C+	2.33	69%-67%	D+	1.33	59%-0%	F	0.00

Grades will be categorized and weighted as follows:

5% on Writing Assignments

15% on any daily classwork or homework assignments, daily math problems, and notes

80% on assessments (40% from quizzes, 40% from chapter tests)

**STAY ORGANIZED!** Please keep all papers organized and in a binder or folder until the end of the semester as the best way to prepare to for a quiz, test or exam is studying prior notes, warm-ups, and assignments often practicing problems from those resources again until you can do them correctly.

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**Writing (5%)**

*John Collins Type 1, 2 or 3:* In an effort to help students continuously improve their writing skills, students will be expected to write on a variety of topics about 2-3 times per chapter.

**Daily Math Problems / Practice (15%)**

*DMPs:* Each day you will complete an “entry ticket” or “exit ticket” daily math problem at the start or end of class. All daily math problems will be recorded on a handout and turned in at the end of the week. Entry tickets do not have to be made up in the case of an absence, but all exit ticket problems must be completed when you return as the count as quiz grades.

*Daily Assignments:* Assignments worth up to 10 points each will be assigned on an almost daily basis to provide you an opportunity to practice and assess your learning in class. As long as you are completing these assignments with some appropriate work or reasoning you will earn passing scores.

**Quizzes (40%)**

About 2-3 times a week you will have “exit-tickets” that count as a quiz grade. These are 3-5 questions over material covered in the most recent lesson. All “exit tickets” must be checked with the teacher or turned-in before class ends. There will always be additional “redo” problems that can be completed if you do not receive a perfect score to earn back credit.

**Chapter Tests (40%)**

At the end of each chapter you will have a chapter test. These tests will cover all of the material in the chapter that we have been studying.

**Late Assignments**

All daily assignments are to be completed when you come to class the following day. Late work **will be accepted** but will receive a 10-20% reduction in grade. All late assignments must be turned in before the chapter test. Anything turned in after the chapter test will not be accepted.

**Tardies**

If students enter the classroom after the bell has rung, they will be considered tardy. The High School’s tardy policy will be followed.

**Bathroom Business**

Please try to use the bathroom during passing periods. In the case of emergencies, each student will be given 3 bathroom passes per marking period. Students must fill out this pass and have their agenda signed by the teacher in order to leave the classroom for any reason. Each **unused** pass is worth up to **1% extra credit (up to 3% extra credit total)** at the end of the marking period.

**Extra Help**

Mathematics doesn’t always come easy for everyone. If you are having difficulty in class, **please don’t hesitate to ask for extra help**. Please schedule to meet before school, after school or during lunch.

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**1<sup>st</sup> 10 point homework assignment:**

Please detach on the dotted line, sign and return by **Friday, September 15<sup>th</sup>**.

(Student: \_\_\_\_\_) and (Guardian(s): \_\_\_\_\_) have read, understand and agree with expectations, responsibilities, grading and late work policies as outlined in the course syllabus, as well as, **acknowledge that a very reasonable amount of help is available DURING CLASS and if needed, after school**. I/we understand that active involvement by the student, teacher and guardians is the key to academic success! Students who choose to think, work, learn from mistakes and turn in ALL assignments will be successful!