Dear Parent or Guardian,

I want to take this opportunity to introduce myself and express my excitement about working with your child this year. I enjoy teaching Algebra 1 because I care deeply about each of my students. I believe students can grow and develop by examining the mathematical concepts we cover in class. The main goal of my course is to expand on algebraic knowledge while strengthening basic skills of calculation. Over the course of this year, we will evaluate expressions, graph algebraic expressions, model them on calculators, and other supporting skills.

Additional information about the class is provided in the syllabus attached to this page. Please read that syllabus and sign the detachable portion on the bottom of this note in order to indicate your understanding and support of the classroom system. There is also space provided for you to express any questions, concerns or comments. Students should return that portion to me.

Also note that if you ever have any comments, questions or concerns, I am available for phone calls and meetings each day by appointment. To schedule a meeting, you may contact me via [adunaway@covingtoncountyschools.org](mailto:adunaway@covingtoncountyschools.org) or 601-722-3220. I am excited about working with your child. I welcome questions or comments, and am looking forward to a great year!

Sincerely,

Akila A. Williamson M.Ed.

Foundations to Algebra Teacher

Algebra I Teacher

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Detachable portion: to be completed and returned to the teacher

Please read the attached syllabus and then sign below to indicate your understanding and support of the classroom system. PLEASE PRINT & SIGN

Student’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Questions, comments or concerns (including information you would like me to note such as a medical concern about your child, updated contact information for you, etc.): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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SEMINARY HIGH SCHOOL ALGEBRA I 2020-21

A. Williamson

**Compensatory Mathematics/Algebra I**

Achieving our classroom goal (outlined below) will require the cooperation of parents/ guardians, students and teachers.

**CLASSROOM GOAL**

To dedicate our time and effort to strengthening student’s algebraic skills as well as helping students determine how these skills can be applied in everyday situations. It is absolute that every student has a place in the future to be a productive and educated citizen through conceptual understanding of mathematics and subjects that connect to the discipline.

**NECESSARY SUPPLIES**

If there is any difficulty obtaining these supplies, students may see me outside of class time to find a solution to obtain the needed supplies.

1. One three ring binder (2 inch)
2. Five dividers – These can be bought or made using construction paper and/or card stock.
3. Loose leaf paper
4. Pencils or pen (blue/black ink only, I **WILL NOT** accept work other colors)
5. Ruler
6. Highlighters
7. Graphing Calculator
   * Classroom set available, but cannot be taken home
   * Free Graphing Calculator applications for phone are Desmos, Graphing Calculator, EduCalc, Etc.
8. Suggested Book: Algebra I Cliff Notes

Bonus Supplies (5 pts per item with a maximum of 20 points allowed)

1. 3 pack of Sanitizing Wipes (Clorox, Lysol, store brand, etc.)
2. 3 pack of Paper Towels
3. 2-3 pack of Kleenex (store brand will be fine)
4. 4-5 pack of Black Expo Markers
5. Pack of 500 Sheets of Notebook Paper (For Classroom supply)
6. 24 Pack of Pencils (For Classroom Supply)

**CLASS ORGANIZATION**

Notebook: (2 inch binder or larger) Most of your materials will be kept in your binder. You must bring this binder to class every day. Label its dividers according to the model below.

1. Warm Up
2. Notes/Practice
3. Study Guides
4. Assignments
5. Tests/Graded Work

RULES

All *Seminary High* rules will apply in our classroom. Students are also asked to

* Be Respectful (to other people, the environment and yourself)
* Be Responsible (which requires believing in yourself and always trying as hard as you can)
* Be Resourceful (being prepared, practicing skills when asked, using time wisely)

PROCEDURES

At the beginning of class:

* 1. Pick up your “Warm-up” activity (if available) as you enter the room.
  2. Be seated and quiet.
  3. Place completed homework on your desk.
  4. Begin your “Warm-up” activity.

During class:

* 1. Sharpen your pencil when necessary. You do not need permission, but do not make it an event.
  2. Save trash until after class.
  3. Bathroom/water/nurse/counselor policy:
     1. Please do not ask to leave class unless there is an emergency. Anyone who consistently asks to leave will be scheduled an individual conference.
     2. No one will be excused during the first or last 10 minutes of class or during certain activities.

At the end of class:

* 1. Pack up your belongings only after you have been asked to do so.
  2. Clean the area around your desk before you leave. This includes removing any sketches and any paper/trash around your area.

POLICIES

**Homework/Work not finished during class the previous day**

* I will check all homework right after roll. All work must be on your desk by that time. If it’s not there for ANY reason, it will be marked late
* I will come by your desk once. If your homework is not on your desk at that time, it will be marked late.

**Late Work**

• Once I have reviewed the answers, late work will not be accepted and an NG will be given.

• I will accept late large assignments (100 point projects, research papers, etc.) for one week after the due date. Students lose a minimum of 5 points for each day the assignment is late.

• Students WILL NOT be allowed to turn in bulk work at the end of the term.

**Tardies**

Please be seated and ready to begin at the appropriate time. If you are late, the school tardy policy will apply:

1st tardy—warning

2nd tardy—call home

3rd tardy—Detention/ISS

4th tardy or more—Office Referral (ISS or OSS)

* **WALKING IN THE DOOR AS THE BELL IS RINGING IS CONSIDERED TARDY**

**Absences**

• With an excused absence, you may make up missed work for full credit. Missed exams must be made up within 2 school days. (In the event you miss 3 or more days, you will be given 1 extra day per sequential absence)

• Make-up work will be addressed outside of class (preferably right before or right after school).

• After they have been used in class, copies of all handouts are placed in folders located at the front of the classroom. If you are absent, check this for missed work. **THIS IS THE STUDENT’S RESPONSIBILITY**

**CLASSROOM CULTURE**

We will work hard to have a positive classroom culture, and to celebrate that culture in many ways (positive phone calls, increased privileges, etc.). In instances where that culture is disrupted, consequences will include teacher-counselor-student conferences, parent/guardian contacts and administrative referrals.

**GRADES**

* Daily work: 30% of grade
* Homework: 10% of grade
* Tests, Papers, Projects: Averages out to 60% of grade
* Notebook/study Guide Check: This will count as 5% of the test grade that correlates with the test
* Progress reports/report cards will be sent out according to the school calendar.
* END OF TERM EXAM IS 25% OF TOTAL GRADE

**PROMISES TO STUDENTS**

1. If you ever feel I am doing a poor job of living up to these promises, please schedule an individual conference with me. I work very hard to make sure that I am true to my word.
2. I will always believe in your ability to succeed. This means my expectations are extremely high. I will demand your best at all times.
3. I will listen to you. I ask that you bring questions, concerns or comments to me in a calm, respectful manner at the appropriate time. Individual concerns should be addressed in individual conferences that can be arranged by seeing me before or after class.
4. I will respect you, and I will insist that others respect you in our class. Please let me know, in an individual conference, if you ever feel disrespected.
5. I will never assign work unless I can explain why it is important. I do not believe in busy work.
6. I will work hard and happily. I took this job because teaching is my passion.
7. I will learn from you. You are smart people, and each of you brings experiences and perspectives to the class that will benefit the group.