**North Mecklenburg High School**

**11201 Old Statesville Rd**

**Huntersville, NC 28078**

**School: (980) 343-3840**

**Fax: (980) 343-3845**

**Math III Syllabus**

**Teacher Name:** Ms. Elle An

**E-mail:** [**elvira1.an@cms.k12.nc.us**](mailto:elvira1.an@cms.k12.nc.us) **Class Website:** [**www.nmhsmath.weebly.com**](http://www.nmhsmath.weebly.com)

* syllabus, announcements, notes, and resources will be available on the class website.

*Students and parents will sign this syllabus as a contract between the student, parent, & teacher. Students must return it by their 3rd class session to receive a “late ticket.”*

**Welcome to your Math II class!!! The following information is intended to help you participate successfully in class and to ensure that we have a great semester. Please READ IT carefully and keep it in the front of your binder.**

**Supplies (due by 3rd class session)**

* **2”** Binder (3-Ring Binder to be used ONLY for this course)
* 8 Tab Dividers
* Blank loose-leaf (not ripped out), college-ruled notebook paper
* Pencil every day – not having a pencil is not an excuse to be standing when the bell rings or to start your warm-up late
* At least 1 colored pen OR a highlighter
* Students will be expected to use a TI-83 or TI-84 calculator. While some calculators will be provided in class, students cannot take them home. Given the heavy focus on graphing in this course, students will need access to a graphing calculator at home.
* Box of Tissues – put your name on it
* Pack of Copy Paper – put your name on it

**If you are unable to get the required supplies, please see me privately and we will make sure that you get what you need to be successful.**

**Binder**

Your binder will contain all of the work that you do in this class (and ONLY this class) over the course of this year.

8 Tab Dividers = 8 sections:

1. General Rules/Information
2. Warm Up’s
3. Notes/Handouts
4. Homework
5. Tests/Quizzes
6. Exit Tickets
7. Projects
8. Progress Monitoring

**Your binders will be checked on a WEEKLY basis for a GRADE!!!**

**Classroom Rules & Expectations**1) Come to class on time and be seated before the bell rings  
2) Follow dress code policy   
3) Be respectful to teachers, peers & property   
4) All electronics should be on silent and out of sight, unless we are using them in class  
5) Speak and act professionally

6) Trash goes in the trashcan

**Rewards:** **Consequences:**

Positive recognition Verbal warning

Group points Written reflection

Raffle tickets Bounce out of class

Prize box Call home

Phone Call home Referral to administration

**\*Any serious infraction may result in seat being moved to exclude student from others or student may be removed from class completely to visit an administrator.**

**Homework**

Daily homework will be assigned. *Students are* ***always*** *required to show ALL steps in each problem*. This is ALWAYS the expectation; therefore, it is unnecessary for students to ask in class whether or not they are required to do so. The most you could possibly receive on an assignment without showing your work is a 50. All incorrect homework must be corrected in a different color in students’ notebooks.

**Academic Dishonesty**

Knowledge is too precious to steal. There is a CLEAR difference between receiving assistance on a practice assignment and copying homework answers. Students caught cheating will receive NO credit for that assignment. We will discuss this in greater detail in class.

**Designated Meeting Times**

I am always happy to meet with a student to discuss his or her grade and progress. Class time, however, is not an appropriate time to do so. I teach 90+ students each day, and we have a limited amount of time to learn all of the material. For this reason, I only answer content-related questions during class time to maximize the amount of time spent learning.

Students may schedule appointments with me to discuss grades or other matters not related to content. These are the time periods during which I typically schedule student conferences (this is subject to change):

* Mondays or Tuesday at 2:15pm – 2:45pm
* Lunch if the student has the same lunch as my class
* Enrichment, if necessary, though tutoring is my priority during that time

*Student appointments should be made via email or in a written note to me, even if we have talked about it.*

Parents are also always welcome to make appointments to discuss their child’s performance, but parent conferences should be scheduled through the guidance department: (980)-343-3840.

**Monitoring Grades:**

Parents/Guardians and students can use the CMS Power Parent website ([http://parents.cms.k12.nc.us](http://parents.cms.k12.nc.us/)) to view progress. Grades are entered within 10 school days of an assignment being turned in.

**Assessments**

Expect a formal assessment at least every two to three weeks. Missing a day of class does NOT excuse a student from an assessment. All tests and quizzes must be corrected upon their return (due dates vary). Corrected tests count as a class work grade. Students who originally received a 100 on the test will receive an automatic 100 on corrections but must return the test to receive that grade. Full credit will only be given for detailed and thorough test corrections that are completed in the appropriate format. We will discuss the test correction format after the first formal assessment.

**Retests**

* The HIGHEST grade that you can receive on a retest is 84.
* One retest each quarter, as long as qualifiers are completed
  + Qualifiers vary with each assessment and will be discussed in class
* Two time options will be given for each retest, and it is up to students to make those times work
  + One will be after school, and one will be during enrichment for each assessment
* Retests are always open-ended and are similar but not the same as the original test
* Missing assignments and/or not using class time wisely may disqualify students from retaking a test
  + Retests are for students who worked hard all along to master the material but still need more time to do so. They are NOT intended to permit students to procrastinate.

**“Late Passes”**

While I expect the best from my students, I understand that life sometimes interrupts our plans. To accommodate this, you are allotted a “late pass” for returning each of the following materials by the 3rd class session.

* Syllabus signed by student and parent
* Signed discipline contract
* Parent Survey
* Student Survey

Late passes enable you to turn in an assignment up to five days late with no penalty, but it is still required that you complete the assignment. I encourage you to save these passes for unexpected emergencies. These passes are only to be used on daily assignments and cannot be used on projects, exam reviews, test reviews, practice tests, or any other specified assignments. Unused passes can be redeemed at the end of the semester to receive 2 points on a test (8 possible points).

\*\*\*Ms. An keeps track of passes electronically. There is no “late pass” paper that will be given. They are tracked in a spreadsheet and accounted for in the grading book at the **end of the quarter**.

**Projects**

Projects will be assigned periodically to further students’ understanding of math. Due dates will be announced in advance, and projects will only be accepted for full credit on the due date. Students will receive a penalty of 10 points for each day the project is late.

**Grading Scale**

The grading scale complies with the scale set by the Charlotte-Mecklenburg School District

* Assessments = 70% of Grade
  + Assessments check independent mastery. Longer assessments (tests) count twice. Shorter assessments (quizzes) count once.
* Classwork/Homework = 30% of Grade
  + Classwork & homework check understanding with support (notes, partner, book, teacher, etc.)

**Consequences**:

Students found cheating on an exam (having a cell phone out or visible, looking at another student’s paper, talking before all exams are collected, having out any materials other than what was provided, etc.) will receive a 0 on the assignment and a phone call home. The same will occur for a student found copying homework or other assignments. If the student is in the IB program, the offense will also be reported to the IB coordinator. Ms. An reserves the right to involve administration in cases of dishonesty at any point.

**Tutoring**

Tutoring is available to those students who have been *working hard in class and have attempted all class work and homework*. Tutoring will be offered on Tuesdays from 2:15–3:15. **Students must arrange transportation.** *Ms. An will not tutor students who are not working hard during class time.*

*\*Please note that occasionally tutoring must be cancelled due to parent conferences. I will notify students as soon as I know that I have to cancel in these situations, and students should sign-up for enrichment if they need extra help that week.*

**Tardy Policy**

Students who are not **sitting in their seats** when the bell rings will be counted tardy. Students who are late with no letter from an appropriate faculty member will report to “sweep & keep,” according to school policy. Students who are late are NOT excused from missed assignments, regardless of the reason for their late arrival.

**Cell Phone Policy**

Students are restricted from using cell phones during class time unless Ms. An specifically tells students they may use them for a class activity. “I was using the calculator” is not an excuse to have the cell phone out during class. Ms. An will not constantly remind students of this policy, and students who require more than one warning will receive an administrative referral for further discipline. Wearing headphones in the classroom will **immediately** result in a detention.

**Restroom Policy**

No students will be allowed to use the restroom during the first 15 min or last 15 min of class. In addition, no students will be allowed to leave the classroom during direct instruction.

**Absences**

If you miss class, you must do the following:

1. Go to your ABSENCE CRATE (there will be an A and B crate)
2. Find the folder with the date that you were absent.
3. Take a picture OR copy notes.
4. Complete all of the worksheets/homework assignments
5. Completed assignments/homework MUST be presented to Ms. An in 5 days after your return.

**Make-Up Work Policy**

Students are responsible for all make-up work. Any time a student misses school, he or she should check with their class buddy to find out what should be made up. Make-up work must be turned in within 5 school days of returning to school. Work must be turned into the appropriate box with the student’s name, date of absence, and a description of the assignment.

**Late Work**

Late work will be accepted within 5 days of the assignment for half credit. Be aware, however, that late grades are not entered into the grade book until the end of the semester.

**I have HIGH EXPECTATIONS for all of you and I’m looking forward to an excellent year!!!**

**With NO EXCUSES we will achieve our goals!!!**

**OWN IT!!!**

**Syllabus Contract**

*This syllabus is a contract between the student, teacher, and parent/guardian. Ms. An reserves the right to revise the syllabus at any point in the semester but will update students accordingly. This form should be signed and returned by the third class meeting to receive credit and a homework pass. The syllabus should remain at the front of the student’s binder for the duration of the semester.*

**Student Agreement**:

I have read, understand, and agree to abide by all policies, procedures, and requirements set in Ms. An’s Math III class. I promise to respect Ms. An and the classmates with whom I will be learning.

**Student Signature**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent Agreement**:

I have read, understand, and agree to abide by all policies, procedures, and requirements set for my child in Ms. An’s Math III class. I will contact Ms. An directly with any issues or concerns.

**Parent Signature**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent Email**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent Phone Number**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_