Mr. Long's Secondary Math-3 Essentials (SM3-A) DISCLOSURE STATEMENT

Hello parents and students! If you ever have a question or a concern about anything in my classroom, as it relates to your student, please feel free to email me at jelong@dsdmail.net. I will usually respond within 24 hours.

OK, here are the rules:

Success in this class requires **consistent attendance**, **on-task participation in class**, and **diligent completion** of homework.

Classroom Procedures and Policies

Curriculum: There are only two differences between Math-3 and Math-3 Essentials: (1) Math-3 is taught every other day and Math-3 Essentials is a daily class and (2) Math-3 counts as one math credit for graduation and Math-3 Essentials counts as one math credit and one elective credit for graduation.

We will follow the Utah State Core Curriculum for Secondary Math-3 (SM3). My website (*http://jefflongnuames.weebly.com/*) has a link to the State Office of Education so that you can review the curriculum.

Lesson materials. I will post all lessons and homework on my website (*http://jefflongnuames.weebly.com*). This website can also be accessed by going the school's website, clicking on "people" then scrolling down to my picture, below which, is a link to my website.

Homework comprises 30% of the total grade. I will drop the lowest 3 homework assignments when I calculate your end-of-term grade. Once we figure out the logistics of making copies at our new campus, I will hand out homework assignments in class. If you don't get one in class, go to my website. You **do not** have to print the assignment out. You can work on a separate sheet of paper while referring to the assignment that has been posted. While obtaining the correct answer is important, I am much **more interested** in **how** you derive your answer. Consequently, homework that is submitted with just answers and no work to justify how the answer was derived will receive at most **half credit**. Some problems only require an answer if they are non-computational. *I provide the lesson date and due date for each assignment*. **Each lesson has an associated homework assignment.** Usually, the only class periods that will not have homework that is due are the days following tests. I usually enter the grades for submitted homework before I leave for the day. If a student's assignment is missing when I enter the grades, I will provide a courtesy email to the student's parents to notify them that it is missing. Sometimes this is due to my error (homework assignments sticking together when I enter them, etc.) and other times it is because the assignment was not submitted.

Late work: Late work for students with 504 accommodations or with Special Education IEP's will be handled according to the agreed-upon accommodation. For all others, I will accept 3 late assignments, without grade penalty, for each term. Homework is due the next regularly scheduled class day after the day the lesson is taught. Homework is due at the beginning of class. Beyond the "free three", I will only give partial credit for a late assignment. Before turning in late work, you will grade your own work using the homework key that I will provide.

Three situations usually arise when considering "late work."

(1) If you are present for the lesson and present for the next regularly scheduled class period but you do not turn in the assignment at the beginning of class, the homework is late.

(2) If you are absent the day the lesson was given but present the day the homework is due, then I will accept the assignment up until the second class-day after the due date without considering the assignment late. This gives you time to get help since you missed the lesson and may need some assistance to understand what we covered in class.

(3) If you are present for the lesson but absent on the due date, **DO NOT** make a special trip to bring the homework

in for "on-time" submission. Just bring it to your next regularly scheduled class period with me and I will not mark it late. If you do not turn it in on the next class day, it will be late. **DO NOT** burden your parents to bring it in to me!

Quizzes comprise 10% of your total grade. Quizzes help me know if you are retaining material from the previous lessons. If you miss the bell quiz due to tardiness, you will receive 0.5 points on it. If you are late to class but arrive before we have completed the quiz, immediately start the quiz and complete as much of it as possible. I will not allow extra time for tardy students to complete their quiz when all the other students are ready for grading. If you miss a quiz due to an absence, I will excuse that quiz for you. Quizzes missed due to absences <u>will not</u> count against your grade. Let's face it, it's just too hard to make up missed quizzes. Quizzes are not "group work" and you may not use your notes while taking a quiz. You cannot re-take quizzes on which you did poorly, but I will drop the lowest two quiz grades when I calculate your final end-of-term grade.

Math Portfolio will count as 10% of your grade. Developing a useful portfolio will help you do better on in-class work, homework, quizzes, and tests that make up the majority of your grade.

> Organization of the portfolio: Use a 2-inch 3-ring binder. The cover should have your name <u>and class period</u>. ***Use tabs*** to separate the portfolio into the following 5 sections (labeled as follows):
> (1) **Lesson Notes**: The minimum required content of this section is a copy of the class notes in summary form that I provide with each lesson.
> (2) **Math Properties**: The name of each property should be underlined. Each property should include a general form of the property as well as an example of its use. For example:
> > "Commutive Property of Addition: a + b = b + a,   2x + 3 + 4x = 2x + 4x + 3,
> (3) **Vocabulary**: This section should contain all of the words listed in the handout for the lesson. The word being defined should be <u>underlined</u> then the definition would follow. Separate the words for each lesson. For example:
> > Lesson 1-1:
> > <u>Rational number</u> a number that can be written as a ratio of integers. In decimal form, the decimal either terminates or repeats.
> (4) **Theorems:** The name of the theorem should be underlined then a statement, in "if-then" format, should be given. For example:
> > <u>Pythagorean Theorem</u>: If a triangle is a right triangle, then the lengths of the sides are related by $a^2 + b^2 = c^2$, and if the relation $a^2 + b^2 = c^2$ is true for the side lengths of a triangle, then it is a right triangle.
> (5) **Functions**: There are 8 functions that we will study during the year. I provide a template on my website that, if filled in, will contain all of the required information that includes:
> > (a) the parent function
> > (b) graph of the parent function
> > (c) domain and range of the function,
> > (d) where increasing/decreasing,
> > (e) where positive/negative,
> > (f) end behavior,
> > (g) extrema identified by their location and type (relative minimum/maximum or absolute minimum/maximum,
> > (h) average rate of change between two points on the graph
> > (i) the general transformation equation for the parent function
> > (j) an example of the transformed graph with its equation,
> > (k) special features of the graph (vertex, inflection points, endpoints, etc.).

The portfolio for a unit of study will be due immediately prior to taking the unit test. Having it ready by test time will increase the likelihood that you used it as a means of studying for the test. When I return the graded portfolio, you may correct what is missing and resubmit it for half of each point that you missed. Late portfolios will have a 10% grade deduction. Neatness counts for 10% of the portfolio grade.

Unit Tests: count as 50% of your total grade. There will be a minimum of two tests per term. Each test will cover vocabulary, material since the last test, **AND** some of the previously tested material. The test preview homework will include the problem types that will be on the test, including problem types from previous tests. To assure yourself that you are ready to take a test, you must:

    (1) update your portfolio,
    (2) study your notes from the lessons,
    (3) ensure you know the theorems and properties we have covered so far and how they are applied,
    (4) make a list of the problem types we covered and make sure you know how to work each of them and,
    (5) then, and only then, without the aid of your notes, attempt the test preview homework.

Circle any question you don't know how to do on that assignment and go on to the others. After you have completed all the problems you can do, go back to your notes and restudy all of the material for those problems you couldn't do. Then after you have restudied, complete the assignment without referencing your notes. Students get a false sense of security when they read the notes and have access to problem types when they are working the test preview homework. If you can't do the assignment without notes and examples, you won't be ready for the test a few days later without those "crutches".

Honesty is required for credit on tests. Math is a language. You must be able to communicate in the language of mathematics. I do not allow you to use your notes or portfolios on tests. I grade the test so that if you answer every single question correctly, your test score would be 115%. This is to account for "bad hair days", test anxiety, and provides an opportunity for extra credit, etc. I also give underline partial credit for some test questions if your work is neat enough that I can follow along to find the error that you made. If the error is minor, I will give you a greater portion of the total score for the problem for partial credit. "Gross Conceptual Errors" will result in little, if any, partial credit. It is extremely important to learn how to organize your work so that I can see a logical progression of your work. There are many "paths" to the correct answer. Unless the problem specifically calls for a certain method, I will give full credit for any correct solution path. Scratch work that is hard-to-follow will not earn partial credit.

Extra Credit: I do not give extra credit (EC) for the purpose of helping failing students achieve a minimally passing grade. There is one EC assignment per unit. This assignment involves correctly completing additional work problems beyond the minimum twenty (or so) problems on the test-preview homework assignment. You must turn in this assignment prior to taking the test. If you turn in the test preview assignment late, you will not earn any extra credit. The unit tests also have 15% of extra credit built into them. No other extra credit is available.

Post-test review: Usually, I will grade all tests prior to the next class period after we take it (two or so days later). At that next class period, I will return the graded tests so that you can check that I added your points correctly and so that you can see where you had difficulty. I will schedule, in advance, a detailed post-test review during lunch and after school from 2:45 until 3:15 PM. If you can't be to either review session you can make arrangements for an individual review with me. If you are absent for a test, you can take another version of the test either before or after school, or during lunchtime.

Retests: If you would like a higher grade on a test, you may retake a different version of the test that covers the same material. Students who do not study for the retest almost always score lower than their first attempt. You will take a complete re-test, not just the problems that you did not answer correctly on the first attempt. Therefore, you (1) must

attend the post-test review session and (2) you <u>MUST correct each test question that you missed</u> to demonstrate your understanding of the material before I will allow you to retake the test

End-of-year Test: We will take the Utah State Office of Education mandated test (10th grade only). NUAMES's fantastic reputation is based partly upon the results of this test. Our students do very well on it because they put int their best effort on it.

Tutoring/extra help: The Math Department has scheduled free, after-school tutoring for any student needed extra instruction or help. Ms. Barrow and I will alternate being the math tutor for the day. Since our two classrooms are adjacent to each other, you don't need to remember which teacher has been scheduled. You just need to come and one of us will be available. I will make myself available for individualized help to anyone having difficulty with the material we have covered. I will be available:

    (1) 7:00 AM – 7:30 AM (by appointment)
    (2) 7:30 AM – 8:00 AM (just come see me)
    (3) during lunch (by appointment)
    (4) 2:45 PM – 4 PM (Math Tutoring).

Behavior: Students at NUAMES rarely have behaviorial issues. You're just a great bunch of people. I reserve the right to reassign seating to ensure everyone remains on task. If there is a behavior problem, it will be handled according to the following sequence of infractions:

1st offense: Student/teacher conference at the end of class;
2nd offense: student/teacher contract;
3rd offense: I will contact your parents;
4th offense: parent/teacher conference;
5th offense: referral to the administration.

By "offense" I mean a significant behavior problem. If I ask you to focus or stop talking, that's just me trying to keep you on task. I'll let you know if you need to stay after class to see me about your behavior.

Citizenship grades: are based upon the following areas:
(1) work habits in class (behavior), (2) respect, (3) accountability, and (4) attendance.

I will interpret the <u>accountability </u>portion, to mean that you "take ownership for your own education" and will assign citizenship grades as follows:

    "H" (high): no more than 2 missing HW assignments;
    "S" (satisfactory): 3-4 missing assignments;
    "N" (needs improvement): 5-6 missing assignments or a significant number of late assignments.
    "U" (unsatisfactory): more than 6 missing assignments.

If you are more than 5 minutes late I will not admit you to class without a note from the head secretary in the main office. Please be on time. For the **attendance** portion of the citizenship grade I will assign grades as follows:

    "H" (high): 0-1 tardies;
    "S" (satisfactory): 2 tardies;
    "N" (needs improvement): 3-4 tardies;
    "U" (unsatisfactory): 5 or more tardies, or 3 or more unexcused absences, or 6 or more parental excused absences
(per 2018-2019 NUAMES policy)

Grades: Homework assignments are graded based upon the number of problems on the assignment. This will be the same for quizzes and the math portfolio. The grade for tests, on the other hand, will be indicated with a percentage score. The grades are "weighted" as follows:

Math Portfolio	10%
Homework	30%
Quizzes	10%
Unit Tests	50%

I use the NUAMES Math Department grading scale. Please note that there is no "D minus" or "D plus".

Grade	Percent range
A	93 - 100
A-	90 – 92.9
B+	87- 89.9
B	83 – 86.9
B-	80 – 82.9
C+	77 – 79.9
C	73 – 76.9
C-	70 – 72.9
D	60 – 69.9
E (F)	0 – 59.9

Since there is only a 3% spread between any grade, being "only" 1% below the next higher grade seems "close enough" but it is only 2/3 of the way to the next higher grade. I will round the overall course grade up if it is within 0.5% of the next higher letter grade (for example B → B+).

Calculators: I have a classroom set of TI-84 graphing calculators for use <u>during class</u>. You <u>may not</u> borrow one these to take home. Having your own <u>graphing calculator</u> is <u>highly recommended</u> and some homework assignments will require the use of one. New graphing calculators cost about $125 (Walmart, etc.) but used ones can be found on Ebay.com ($30-$50). If you put a bid on one of the on-line auction sites, make sure they allow returns. If you choose to not have a graphing calculator, an online calculator is available at <u>Desmos.com</u> but you won't be able to use this on tests or for in-class work.

Academic Honesty
Academic honesty is highly valued at the NUAMES. You must always submit work that represents your own efforts. While it is appropriate to work with others in obtaining a solution, it is inappropriate to copy directly and submit it as your own work.

Enough of the "nuts and bolts": I believe each and every one of you are great people. I know your parents care a great deal about your education because they have chosen to send you to the number one high school in the state. I want you to succeed in my class. I <u>will</u> help you to the best of my ability. Don't let my "old man" exterior intimidate you into thinking that you can't ask me for help. ☺ Good luck this year!