

Policy & Procedure
2024-25

1. Supplies – 3 ring binder (1 ½ - 2 in.), subject dividers, paper, pencil, 1 composition notebook, **tape, **TI-83 plus graphing calculators are provided by the school.
2. Grade calculation – Tests 40% - minimum of 2 but occasionally 3 depending on the CBA
Quick quizzes – 40% (5 minimum)
Homework – 20% - mostly completion graded
3. Class starts when the tardy bell rings. Be in your seat, pencil should be sharpened, homework out, get notes/examples in comp book. When class is over, I will dismiss you, not the bell.
4. Homework will be given daily, including athletic nights and weekends. I expect it to be done. If there is something you do not understand, see me in the morning from 7:30-7:55. Coming to class saying “I didn’t understand the homework” is **NOT** an acceptable excuse.
5. **Be prepared to study** – all of this is new to you and you must refresh your memory often, especially before tests. There is not time for extensive reviews so you will have to look over your notes and homework to prepare. Expect quick quizzes without notification. They will be short and over previous homework.
6. Work together – discussing Algebra problems (when appropriate) with other students helps you find errors – compare answers. Most homework grades are based on completion. Incomplete homework will get a lower grade. I expect it to be done. I will not give out answers and then give you credit for doing it. As long as work is shown and attempted, it is okay if you do not always have the correct answer. However, the key to success is figuring out what you did wrong and learning from it. Occasionally, homework will be turned in. That work, if incomplete will follow late work policy procedures.
7. **Attendance is crucial.** If you are absent, it is imperative that you find out what you missed, preferably before class. Be willing to ask other classmates about assignments. Find me before school if possible so we can talk about the lesson. Sign up for REMIND.
8. When turning in a quiz or test, please leave your pencil at your desk. You may not write on your quiz/test once you are at the trays. If you forgot to put your name on it, bring it to me and tell me so. Some people try to cheat when they get to the trays and see someone else’s answers.
9. Lack of effort can get you removed from this class. This is an advanced class and it will take **EXTRA** effort. If you are not willing to put forth the effort, you will be placed in regular math. If this class is too difficult for you, do not be afraid to admit it. Another year of math could be very beneficial to you.
10. There are no “dumb” questions. If you don’t ask, I won’t know what you are thinking. Others may be thinking the same incorrect thing. Ask so we can clear up incorrect thoughts. I love classroom discussion and allowing other people to answer your questions to see if they really understand.
11. Always copy down notes any examples in your comp book. It is a very valuable tool. By the time you get home from all of your activities, you may forget what we did in class. These notes and examples can help refresh your memory.

12. Do not lay your head down on your desk. This promotes sleep, not learning.
13. Use the bathroom in between classes. I do not allow students to leave the room during class.
Exception - emergency
14. Notebook sections: 1. Daily work (homework & worksheets)
2. Quick quizzes
3. Tests
15. I will be evaluating your progress each six weeks. If I feel you are having great difficulty or are not working to your potential, I will make recommendations. **You will be receiving high school credit for this course and your grade will affect your high school GPA.** It is essential that you have a good foundation and understanding, as every other high school math course builds on algebra.
16. Ways to improve your grade
- graded daily work can be corrected to a 70
 - failing quiz grades can be corrected to 70, others above 70 can be corrected for extra points (minimum of 1, maximum of 6) see chart in room
 - test grades below 70 – you must retake the test within 1 week
- STUDY FOR TESTS, AS ONLY GRADES BELOW 70 CAN BE IMPROVED.**
17. Our final test of the year will be the Algebra EOC exam. (testing window April 21 – May 2). It affects your ability to graduate high school. If you fail the first administration, you must retake it in June.
18. The parent portal which is the online grade book and Remind are excellent ways to keep up with the goings on in algebra. Use Remind for immediate feedback. I check my email often but Remind messages come straight to my phone. Please sign up for both.

Algebra is a whole new mathematical language. It can be fun and exciting. Your attitude and behavior determine class tone. Let's have a great time learning!!!!

YOU ARE WHAT YOU REPEATEDLY DO, EXCELLENCE THEREFORE IS NOT AN ACT, BUT A HABIT!!! (Aristotle)

Parents: My conference period is 9th period. Please call the office to set up an appointment if you would like to meet with me personally. My e-mail address is cegger@brazosisd.net or you can send a quick note through Remind.

Student Name_____

TURN THIS FORM IN TO MRS. EGGER

Parents,

Your child received a copy of my policies and procedures. Please take time to read it
Please sign this sheet and have your child return it to Mrs. Egger by Friday, August 16.

I have read the Algebra policies and procedures.

Student signature

Parent signature

Please provide information on who to contact if necessary

Person to contact:_____Relationship to student_____

e-mail:_____

Phone:_____