

# Grading Expectations and Classroom Policies

## Algebra Prep/One - Academic

### Springfield Township High School

Instructor: Mr. Vizza  
Room: 213A

Voicemail Extension: 2675

#### Email & Classroom Website

1. I maintain a website for the class at [www.mathvizza.com](http://www.mathvizza.com) and a wiki at <http://ponderosa.wikispaces.com>. Materials and notes are often posted there as well as graph paper. You should bookmark these addresses on your phone, iPads, and/or home computers.
2. I can be reached by email at [Tom\\_Vizza@sdst.org](mailto:Tom_Vizza@sdst.org). I prefer to be reached by email. If you call the school and leave me a voice message, it will go to my email.
3. I consider our class to be a business setting when it comes to email. You are expected to check your email with regularity.

#### Expectations & Classroom Procedures

1. You need to have a three ring binder with loose leaf paper. Copybooks and folders are not a substitute for this.
2. All materials for the class are hole-punched and date stamped. They are expected to be kept in chronological order or reverse chronological order. There are no exceptions to this.
3. **Work in pencil on tests, quizzes, bell work and homework.** I reserve the right to withhold credit for work done in pen until it is completed in pencil.
4. Please be seated with your homework on your desk when class begins and complete the *Bell Work*.
5. Do not be out of your seat unless instructed to do so.
6. As per school policy, you are required to have a Ti83/84 series graphing calculator.
7. Do not throw out any graded assignments. If there is a discrepancy between your records and mine, you need to produce any graded assignments to resolve it.
8. Please refrain from using my dedicated computer or the SMART Board without permission.
9. Please refrain from using the classroom phone or your cell phone. This is your only warning.
10. You must be given a hall pass to leave the room for destinations other than the bathroom.
11. I keep a log of your bathroom passes. You may use 1 a week. Unused passes can be turned in at the end of the marking period for 1 point per pass.

#### Homework

1. Homework will be assigned almost every night.
2. Homework Assignments are posted on the class wiki. Click the *Homework Central* link in the left navigation bar to go to the calendar. The color for your class is \_\_\_\_\_.
3. Write your name, date, homework assignment number and assignment description on each homework assignment.
4. Some worksheets carry the specification of doing the problems on a separate sheet of paper. I reserve the right to not grade assignments where you do not do so.

5. All work involving graphing is to be done on graph paper unless otherwise specified.
6. Homework can fall into 3 subcategories: *unchecked*, *checked*, and *collected*. In any circumstance, I reserve the right to withhold credit when work is not shown.
  - a. **Checked Homework**
    - i. Zero points are given for unsatisfactory or incomplete homework.
    - ii. One point is awarded for mostly completed homework.
    - iii. Two points are awarded for satisfactorily completed homework.
    - iv. Homework that is awarded zero or one point can be completed for one additional point within **one** day of the date it was graded. It is your responsibility to show it to me within this time frame to receive credit.
    - v. Your lowest *checked* homework grade for the marking period is dropped.
  - b. **Collected Homework**
    - i. Varying points will be awarded for homework that is checked for accuracy.
    - ii. I will often pick a random number of problems and grade them for accuracy when I collect homework.
    - iii. Lateness on collected homework is penalized at my discretion.
    - iv. For any reason that you submit your homework after the regular education due date, it is your responsibility to seek out the appropriate stamp and submit it into the appropriate “Ungraded” box.

#### Lateness to Class

- When the bell rings, I shut the door. Without a pass you are marked late if you arrive after the bell. You need to bring a legitimate pass to be excused from lateness otherwise.
- From the time of the bell, those in the room have 30 seconds to be in your seat. Failure to do so will result in you being marked late.
- Three unexcused latenesses during a marking period to class will result in a teacher detention. Failure to attend a teacher detention will result in being referred to the vice-principal.

#### Readiness Points

- You will be given 10 points out of 10 at the start of each marking period. You will lose 1 point on each instance of non-readiness. This is done at my discretion. Borrowing missing materials to rectify the situation is not possible.

Examples of this are:

- Not having your binder
- Not having your calculator
- Not having your pencil (pencil club members are exempt)
- Not having your *Maintenance*
- Not having your handouts in dated order in the rings of your binder
- Not having your bathroom passes
- Not having access to your password for the STHS network, Moodle, HAC and any other electronic accounts that we make use of during class.

### Bell Work

- At the start of almost every class, there will be 1-4 problems on the board, you are to start working on them at the start of class.
- They are done on the *Bell Work* handout. It is on a tan piece of paper.
- The paper is handed in every day. It only goes home with you when graded.
- When you are done your *Bell Work*, you are to continue on with any *Maintenance* assignments.
- There is a time limit set on these problems.
- *Bell Work* is sometimes graded on effort, it is most often graded on accuracy.

### Maintenance

- *Maintenance* will be assigned on most days.
- It is a review of previously learned/taught skills.
- It is on a \_\_\_\_\_ sheet.
- You are expected to do 1 row a day. Refer to the due dates at the top.
- *Maintenance* is submitted and graded for accuracy at the start of each class. It will be returned during *Bell Work*.
- You may do corrections of your *Maintenance* up through the final due date.
- Corrections need to be done on the back. The problem needs to be recopied and redone.
- Any *Maintenance* which are not finished in class are automatically assigned for homework. This includes corrections.
- Your final *Maintenance* grade is scored and entered into my grade book when the worksheet is completed.

### Grading Policies

- Points will be accumulated through a series of homework, tests, quizzes, seatwork, bell work, maintenance, and performance assessments.
- Your marking period grade will be determined by the following formula.

$$\frac{\text{total points earned}}{\text{total points possible}} = \text{percentage} \times 100$$

- After being rounded to the nearest whole number, your numeric average for each of the marking periods and the year will be converted to a letter grade in the following manner

#### End of Marking Period Grades

90-100 → A

87-89 → B+

80-86 → B

77-79 → C+

70-76 → C

65-69 → D

Less than 65 → F

- Your final grade for the course will be computed by the following formula.

$$40\% \text{ of MP1 Grade} + 40\% \text{ of MP2 Grade} + 8\% \text{ of Midterm} + 12\% \text{ of Final Exam} = \text{Final Grade}$$

### Tests and Quizzes

- Tests and quizzes will be announced in advance.
- If you miss a quiz/test review due to absence and return for the day of the quiz/test, you will be given the review to complete. You must make the test up at your next study hall, or available lunch.
- If you score below a 75% on any test, you will be referred to mandatory tutoring.

### Tutoring

- If you score below a 75% on any test, you will be referred to mandatory tutoring
- After attending after school tutoring twice, you can retake the test.
- Tutoring is on \_\_\_\_\_ & \_\_\_\_\_ from \_ to \_ in room

### Remediation

- Some of the material in this class is so important that I will ask you to remediate it if I do not feel that you have mastered it.
- When this happens, you will be given a series of worksheets that must be completed with 80% accuracy or better to be excused from further remediation.
- Failure to do so will penalize your grade by certain value of points that I will determine at the time the assignment is given.

### Extra Credit

Extra Credit may be offered at the discretion of the instructor and is **rare** at that. Extra credit is not offered to students who have not completed the regular credit work to the teacher's satisfaction.

### Extra Help

- I will be here in room 213A at 7:00 am. (This depends on traffic.)
- I am available at lunch during C1.
- I have Prep during A block on Day 1 and D block on Day 2.
- National Honor Society sponsors a free tutoring program in the library on Wednesday evening from 7-9p
- Peer tutoring is available via the academic seminar program. More details to follow. Check the website.

### Academic Integrity Policy

Upon its completion, the Academic Integrity Policy will be observed at all times with regard to all assignments.