Mrs. Skillen

Pre-Algebra, Geometry, Consumer Math

**Room Guidelines**\*Be Prompt
\*Be Polite
\*Be Positive

\*Be Productive

 **Required Materials**\*Calculator (I do not supply calculators to students, unless you are a resource student or your calculator is inoperable)

\*Pencil
\*Checking pen

\*Textbook (must have a book cover on at all times)Consumer Math Only
\*3-ring binder (with loose-leaf paper or a notebook)

\*Something else to work on or read

\*Chromebook

**Grading**I use a weighted grading system. The weights are as follows:

Semester Test 20% of Semester Grade

Tests 50%
Quizzes 35%
Homework 15%

**Grading Scale**The IKM-Manning Secondary School grading scale is outlined in the Student Handbook as follows:
All classes that assign grades by percentages will use the following grade cutoffs:
A 94% C+ 80% D- 62%
A- 92% C 74% F <62%
B+ 90% C- 72%
B 84% D+ 70%
B- 82% D 64%

**Homework Grading Guidelines**

Calculators can be used. You must use a pencil on homework as well as quizzes and tests. Homework must be organized and legible and follow the format specified.

**Consumer Math Only:** Your homework is worth 10 points. Homework is expected to be completed for full-earned credit at the beginning of class the day it is due. Day-Late/incomplete homework will receive 7 points if handed in within a day after it is due. After the allotted time, homework will be recorded as LI for no points, if you choose to complete the assignment after 2 days, I will change the LI to a 0. If you forgot your assignment in your locker you will not be allowed to go get it. If incompletes become a problem, parents/student/teacher may come up with a new plan to resolve the situation. Vocab Worksheets will be handed out at the beginning of the chapter and handed in at the beginning of the period on test day. Vocab Worksheets are worth 10 homework points.

If you skip one or more problems, your homework may be considered incomplete. Simply writing down an answer without attempting it or even not reading the problem will be considered a skipped problem. Keep in mind I am available to give help before and after school on problems you do not understand.

If you are absent, it is your responsibility to ask me what you missed and you will be given 1 day for every day absent to complete it. Homework is posted weekly on my school website. If you have an unexcused absence you may receive 0 points for any assignment, quiz, or test due the day of the unexcused absence, but you will still be required to complete the assignment, quiz, or test.

Scratch paper is provided if you do not have any, your books are not considered scratch paper. Remember, what you write in your books will be required to be erased at the end of the year or you will be fined.

If you take notes on the information covered in the chapter you may use them on homework, quizzes and tests. You may not share another student’s notes during a quiz or test. After each chapter test you may hand in your notes for extra credit, 2 pts for numerous notes and 0 pts for no notes or very little notes. You will not be allowed to use notes on vocab part of test.

**Pre-Algebra and Geometry:** You will be given a short cumulative practice assignment every lesson of every unit. You can find these assignments on the IM Website that you will have bookmarked on the first day of class. Write your answers on a sheet of lined paper to hand in. I will check them the day they are due and give you a score based on accuracy. If you were absent the day it was due hand it in when you return for points. Any late work will receive a score of 0, but you may still hand in for me to check for understanding of the lesson.

If you are absent, it is your responsibility to ask me or e-mail me what you missed and you will be given 1 day for every day absent to complete it. Homework is posted weekly on my school website. If you have an unexcused absence you may receive 0 points for any assignment, quiz, or test due the day of the unexcused absence, but you will still be required to complete the assignment, quiz, or test.

If you are absent due to an extracurricular school activity or a school field trip, it is your responsibility to ask me or e-mail me what you missed, homework is posted weekly on my school website, and you are responsible for that day’s assignment and due when you return to class.

These homework grading guidelines are subject to change as this is a new curriculum. You will be notified of any changes.

**Assessments**Calculators are not allowed to be shared during a test or quiz. Tests have the greatest impact on a student's grade. If you are absent the day of a test or quiz, but you were here when it was announced, you will complete it the day you return. If you were absent the day before the quiz you will not be allowed to take the quiz unless homework for lessons covered by the quiz are completed. If you received a passing test score or if you failed a test, you may retake another form of the test before the next scheduled chapter test. I will record the higher of the two scores.

**Academic Misconduct Policy**

All forms of cheating or academic misconduct are unacceptable.  Academic misconduct includes but is not limited to the following:
·       Copying another student’s work on an assignment, quiz, test, etc.
·       Allowing another student to copy work on an assignment, assessment, etc.
·       Using unauthorized resources during an assignment, assessment, etc.
·       Using, submitting or attempting to obtain data or answers dishonestly, by deceit or by other means other than those authorized by the teacher.
·       Any behavior giving one student an unfair advantage over other students.

My professional judgment will determine whether or not a student has engaged in academic misconduct. It is the responsibility of the student to avoid any action or situation that may cause me to suspect the policy has been violated.

Consequences for academic misconduct may include but are not limited to the following:
Automatic consequences:
·       Loss or reduction of credit on the compromised student work.
·       I will contact parent/guardian.
·       I will provide a written account of incident to the principal who will document the incident in the student’s disciplinary record. The principal and I will decide if additional consequences are appropriate.

Consequences for repeat or severe violations may also include the following:
·       Issuance of a Misconduct Report by the principal.
·       Suspension from my class in which the academic misconduct occurred.
·       Removal from my class in which the academic misconduct occurred. The student will receive a semester grade of “F.”