

## Class Policy

### 705: 7th Grade Mathematics

F Period

**Instructor:** Ms. Kelly Cox

**Email:** kelly.cox@holyname.net

**HW Website:** www.mscoxholyname.yolasite.com

**Schoology.com Class Code:** D3FHH-CBRZK

**Khan Academy Class Code :** 8RPU2G

**Textbook:** *Title:* Pre-Algebra *Authors:* Holt, Rinehart and Winston

*Publisher:* Houghton Mifflin Harcourt Publishing Company

*Description of cover:* Purple background with hollowed-out gold cube, containing a silver sphere

**Course Description:** This course will cover calculations with integers, the number system, expressions and equations, ratios and proportional relationships, geometry, and statistics and probability.

**Expectations:** *Students are expected to have the following for each class:*

- Textbook
- Writing utensils: pens (blue or black ink ONLY) or pencil
- 1.5 inch binder, used for Math class ONLY
- Notebook paper, inside of binder
- 3-hole punch
- Scientific calculator
- Schoology and KhanAcademy accounts

**Homework:** Homework must be completed and ready to submit at the beginning of class for full credit.

Assignments may be assigned daily. Points will be deducted if assignments do not have this proper heading. Late homework will not be scored at full credit. Late homework will be deducted 1 point (out of 5) per day late.

\*Missing homework will be scored at zero credit, until submission. A detention will be assigned upon a second missing homework assignment. Detentions may be given daily until missing assignments are submitted.

*Note:* Homework assignments are posted in class on the board AND on the homework website. If the assignment is not posted online, students are still responsible for completing the work communicated in class.

**Projects:** Occasionally, projects will be assigned and scored on quality and accuracy of work. A project score may be decreased if not neat and organized. Students should contact the teacher at least 48 hours in advance with any circumstances that will prevent submission on the due date assigned. Projects are deducted 10 points per day late.

Written work that does not meet the minimum expectations for writing (below) will not be accepted. Extra help may be required before final submission, at least 1 day late.

#### **Expectations for Writing:**

By grade 7: *Students must be able to*

1. Write in complete sentences.
2. Capitalize proper nouns and the first word in a sentence.
3. Format paragraphs with correct margins (1 in.) and indentation.
4. Use correct spelling for all grade level-appropriate words
5. Develop a clear and relevant topic sentence.

**Tests and Quizzes:** Labs and projects are classified as test grades, deducted 10 points per day late. All written tests are announced in advance. Most quizzes will also be announced in advance, with a few exceptions in the year. Both tests and quizzes must be made up within 3 days of the date given in class. Failure to make up a test/quiz within 3 days will result in a score of zero.

**Extra help:** Office hours are after dismissal, Monday through Thursday until 2:30 p.m., in Room 301. (There may be exceptions on days of required faculty or other group meetings.) Help is also available by appointment before the start of school. It is best to make an appointment At least 24 hours in advance.

**Extra credit:** The opportunity to increase grade average will only be given to students whom have completed all assignments and met course requirements.

**Absences:** Students should see the teacher for valid information on assignments missed. Homework assignments must be submitted the day after the student returns to school. Students who miss class are required to get all missed notes from a classmate or stay after school for this info.

**Tardiness:** Tardiness is grounds for an infraction, per Office rules. See the Student/Parent Handbook for more information.

**Detentions:** A full detention is held from 1:55p.m-2:30p.m. Students who do not show up promptly at the start time will be considered as skipping the detention. For every detention skipped, two are assigned. If a student skips a subsequent detention, an Incident Report will be submitted to the Office.

**Respect:** The rule is simple: Respect your environment, respect others, and respect yourself.

**Rules and Regulations:** All Holy Name rules and regulations will be enforced in the classroom as with the whole building and grounds. Students will conform to the policies outlined in the Student/Parent Handbook.

- Students must remain in their seats unless otherwise instructed by the teacher.
- Students must be respectful of the requirements for a productive learning environment.
- Students must not leave trash on or around their desks.
- Students must not deface school property.
- Students must not chew gum or eat during class. Students may drink water ONLY during class time.
- Students must be in proper dress code at all times.

**Grading:**

Quarter grades will be determined based on test, quiz, homework, and class conduct/effort scores. In general, test grades/projects/labs will account for approximately 40% of each term's grade, quizzes approximately 25%, homework 25%. Class conduct and effort are expected, and will be a factor at the end of each term as 10% of the student's grade. Midterm and Final Exams are each worth 10% of the final grade.

Please feel free to contact me using my school email with any questions or concerns, at [kelly.cox@holynome.net](mailto:kelly.cox@holynome.net).

**Please sign and return. A copy is available for reference on the class Schoology page.**

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*I have read and understand the classroom policy. I accept and agree to follow the requirements, as stated.*

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Parent: \_\_\_\_\_ Date: \_\_\_\_\_