

ALGEBRA  
COURSE GUIDELINES  
EVERGREEN HIGH SCHOOL

**INSTRUCTOR:** Melissa Archey  
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**TEXT:** Algebra, Prentice Hall, 2007

**REQUIRED MATERIALS:**

TI-83 Plus, 84, or 84 Plus (The TI-84 will serve you best)  
Pencils/Pen  
Three Ring Binder or Spiral Notebook for **NOTES ONLY!**  
Spiral Notebook for **MATH HOMEWORK ONLY!!!!**  
Covered textbook  
Graph paper

**COURSE DESCRIPTION:**

Algebra is a course designed to actively engage students in guided and open-ended mathematical investigations. We will explore functions and their graphs, equations and inequalities, systems of equations, quadratic functions, exponents and exponential functions, radical expressions, and polynomials. You are also expected to learn by reading and/or watching the lesson videos available – to enter class with prior knowledge about the topic. Calculators will be utilized to explore concepts and as a tool for understanding – especially when the calculations become so complicated that the basic idea might be lost.

**GRADING POLICIES AND PROCEDURES:**

Homework/Participation	20%	A = 90 – 100%
Quizzes	25%	B = 80 – 89.99%
Tests	45%	C = 70 – 79.99%
Final Exam	10%	D = 60 – 69.99%
		F = 59.99% or below

If you have an excused absence, you are allowed two days for every absence to make up work. This is **your responsibility** and must be taken care of during Advisement or after school. Should you have an unexcused absence, the above policy applies; however, you will receive one grade reduction for the first two unexcused absences and two letter grade reductions for unexcused absences thereafter as described by the [Code of Conduct](#). FYI, one absence prior to an assessment date **will not** excuse you from taking the assessment on the given date.

Test retakes and/or corrections will not be offered, so be prepared on test day. Notes and homework assignments are not allowed on tests. However, homework assignments only (no notes) will be allowed for use in conjunction with all quizzes. Failure to have a separate notebook for homework will preclude use of homework assignments on quizzes.

Daily homework assignments will be given to provide each student with practice and feedback. In order to receive full credit for homework assignments, the original problem and all work must be shown. Homework notebooks are due and will be graded on days of quizzes and tests. I do not anticipate you will be late with your homework notebooks but if so, there will be a 50% deduction. In addition to the assignments, rereading and studying notes from class and the book is crucial.

Inappropriate use of cell phones or electronic devices will have consequences. I will confiscate anything that blings, beeps, chimes, or otherwise sounds off during class to be returned at the end of class. If this is a persistent problem, the device will be confiscated and turned in to the appropriate authorities. The use of cell phones or electronic devices (calculators are an exception) at any time during an assessment will be considered cheating. It is strongly suggested you leave your cell phones or electronic devices in your locker during an assessment.

In order to receive full credit for participation, students must bring all materials to class including a calculator. Unexcused absences and tardiness will impact your participation grade. To avoid being marked tardy, students should be in their seats with their supplies and textbooks ready to begin work when the bell rings. All students will strive to meet their educational needs and allow others to meet their needs as well.

### **OTHER EXPECTATIONS:**

1. Get help as early as possible if you are struggling
2. Remain seated until the end of class
3. Treat the teacher, our school, and other students with respect

The e-mail system is the preferred method of contact. In the message, please include your name, student's name and phone number where you can be reached between 7:15 AM and 3:15 PM.

*Please sign and return **no later than Friday, August 27th** indicating you have read and understand the Algebra Course Guidelines and requirements.*

Student's printed name: \_\_\_\_\_

Student's signature: \_\_\_\_\_

Parent's signature: \_\_\_\_\_

Date: \_\_\_\_\_

Class Period: \_\_\_\_\_