**MATH DEPARTMENT: 2019-2020 CLASS INFORMATION SHEET**

**TEACHER: Mr. Reaves**

**Pre-Calculus AB Honors**

Welcome to Leon High School for the 2019-2020 school year!!! The mathematics department is excited you are taking a mathematics course, excited to have you in class, and very much wants you to be successful. Success in math is important to you and to your mathematics teacher. Abiding by the rules below will help you achieve this success. Please read this entire Class Information Sheet and go over it with your parent or guardian. Please sign where indicated and have your parent or guardian sign also. Please also make sure that your parents have the correct email address on file with the school, as this will be the primary method of communication this year. This year we will be using the PreCalculus: Mathematics for Calculus textbook. There is a fee of $124.97 if the book needs to be replaced at the end of the year.

1. **Academic Honor Code**

Academic integrity violations can include plagiarism, cheating, and unauthorized group work on any assignment, project, or test. If a student is caught the following will occur:

* The student will receive an F with zero credit.
* The citizenship grade will be lowered for the grading period.
* A notice will be recorded with the guidance office.

Any occurrence of academic dishonesty may be reported by the guidance office on college admissions applications.

**II. Important Numbers**

School telephone number:  **850-617-5700**

My voice mail extension number: **1350**

My e-mail: **reavesn@leonschools.net**

My web page: <http://www.leonschools.net/Page/16959>

**III. Please be sure to bring the following materials to class EVERYDAY**

 *Pencil Paper Graphing Calculator/TI-84 plus*

 *Graph Paper Notebook (3 ring binder)*

**IV. Citizenship-Discipline Plan**

 I make a commitment to assure that the rights of others are respected. One student will not be allowed to take away time and resources through inappropriate behavior. (When you are tardy, this takes away from the rights of others and the order of the classroom. See tardy policy below.) Students’ physical safety is a priority.

 The county policy for behavior and discipline will be followed (pp.14-15 student agenda). Proper classroom behavior is a requirement. Respect and consideration for others is mandatory for a good learning environment. Each student must be responsible for themselves and their actions.

The students will be expected to abide by the classroom rules in addition to the county policies above. The students will be expected to: Respect themselves, each other, the teacher, and the classroom itself; Act responsibly in the classroom and in the hallways; Follow classroom procedures; and Think before they act (RAFT). Students will be disciplined by the “Three Strike Rule” in my classroom. They will be asked to stop after their first offense. The student will be given a verbal warning after the second offense. After the third offense, the student will be sent out of the room and will receive additional repercussions (i.e. detentions, referrals, etc.)

**V. Attendance Policy**

 The county attendance policy in your student agenda will be followed (pp.9-12 student agenda). *If you are absent for one day only and it is a scheduled test or quiz day, you MUST make it up within three days of your return to class.* Any work or test not made up will be recorded as a ZERO. It is your responsibility to find out what you missed when you return from an absence, all work, however, is located in a filing cabinet in the back of the classroom and on the class website.

**V. Attendance Policy (continued)**

**Any absences must be excused within THREE DAYS of your return with a written note submitted to the attendance office**. **NO EXCEPTIONS.**

If a student is tardy 4 times, then the 4th tardy will automatically be recorded as “late” which is counted as unexcused absences which **CANNOT**  be appealed. Remember, you can have only 3 absences in a grading period or you will fail your math class. On the 4th tardy, you will also receive a referral. In addition you will be given a referral for each tardy thereafter.

If a student has four unexcused absences in a nine weeks, ***they will not be able to participate in any extracurricular activities until they get the absences excused*** (see page 9 in student agenda).

**VI. Grading and Homework**

 There will be homework every day, almost without exception. Daily notes and assignments are to be done in the notebook, in pencil and in the order assigned. Discipline yourself to keep current with your assignments. Parents, insist that your child does his/her homework on a daily basis, as this is the key to success in math. I encourage parents to look at the notebook and at the students’ grade on FOCUS on a weekly basis. (pp. 5-6 student agenda).

The grading scale for students is as follows:

Do Now- 7%

Class work - 8%
Homework- 15%

Quizzes- 30%
Tests- 40%

 If a student is absent (excused or unexcused) on the day of a test or quiz, they will be given a zero. The student will be given three days after they return to make up the test. The grade in FOCUS will remain a zero until the absence is excused through the attendance office. As soon as the absence is excused through the attendance office, the test grade will be entered into FOCUS. Any assignment that is turned in late will lose 10 points per day. **After 10 school days, I will no longer accept the assignment.**

The county grade scale is: 100% -- 90% A

 89% -- 80% B

 79% -- 70% C

 69% -- 60% D

 59% -- less F

Please note that tests, quizzes, and homework will be given a ZERO if the work is not shown, unless specifically instructed otherwise. Any assignment submitted without a name on it will automatically receive a zero. Also, all students must take a written exam at the end of the first semester, **no exemptions**!!! FOCUS will not be available for students and parents until **after** Labor Day.

**VII. Extra Help**

 For those students who *attempt ALL homework problems*, not just one or two, *help is available after school most days*. There is also a student tutoring group that provides FREE tutoring every Tuesday after 6th and 7th period in room 203 and Wednesday in room 302. Come with your pencil, paper, book, and all homework when you find you are having difficulty -- *THAT VERY DAY*!! Do not wait until night before the test!!!

I look forward to a good year with your child and meeting you at Open House.

Mr. Nathan Reaves

**READ, SIGN AND RETURN BY AUGUST 17th . (Do not detach)**

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

I have received and read a copy of the 2019-2020 Math Information Sheet.

Student Name (Printed): Student Signature\_

Parent/Guardian Signature Parent/Guardian Email Address: ­