

# Shelby High School 2016/2017- Technical Math

## Ms. Heft's Contact Information

**Website:** [msheft.weebly.com](http://msheft.weebly.com)

**E-Mail:** [heftd@shelby.k12.mi.us](mailto:heftd@shelby.k12.mi.us)

**Phone Number:** 231.861.4452

Welcome to the 2016/2017 school year. This is my first year here at Shelby and my 4<sup>th</sup> year teaching. I moved to the west side of the state this summer from the east side and I cannot wait to become an active member in the school and community.



I provide many of the supplies you need to be successful, however there are some materials I expect you to supply for yourself:

- Pencils
- A spiral bound notebook for notes and homework
- A folder **with prongs and pockets** to leave in class
- A sturdy binder or folder to keep graded work

\*If you are using a multi subject notebook and binder, that is alright as long as math has its own section. However, the folder you leave in class cannot be shared with any other subject. You must have your supplies by Monday, September 12<sup>th</sup>, if you have your folder by Monday, you will receive 10 extra credit points.

### What do I expect?

This year in math class you can expect to take an active approach to learning. You will be involved in group work, projects, and you will be in front of your peers. We will become a family making errors and learning though them together. You will learn from your peers as much as you will learn from me. We will all take turns presenting information and we will all have the chance to be the expert in the classroom. The more you actively do, the more you learn!

### What do I do if I am falling behind?

If you are falling behind and you need additional help let me know! I cannot help you if I do not know you need help. If you need help, see me that day, I can stay with you after school on most days. Take advantage of peer tutoring, after school study groups and TAG! The more you stay on top of your confusion the easier it is to manage.

### What do I do if I am absent?

At home check my website and see what we did for the day, the agenda is available to you there. When you return to school, visit the red hanging file folder holder and look for papers with your name on it in your hour. If there is nothing in your folder, ask a trusted classmate or myself to double check if you missed anything that was handed out.

## Classroom Code

- Keep all cell phones/headphones in your locker
  - Visible phones out of locker will be confiscated and surrendered to office
- Keep the room neat/organized
- Come to class prepared to learn everyday
  - Book, Binder, Pencil, Homework, Notes, chrome book
- Act and speak respectfully, profane/derogatory language will not be tolerated
- Stay awake, alert, participate, and try your hardest
- Ask questions when confused

## Consequences to Inappropriate Classroom Conduct

**1<sup>st</sup> offense:** Redirection/Warning

**2<sup>nd</sup> offense:** Lunch Detention/Phone call home

**3<sup>rd</sup> offense:** After School Detention/Phone call home

**4<sup>th</sup> offense:** Write up, unique consequence

In addition to classroom rules all rules must be followed from the Shelby Student Code of Conduct. The consequence steps are a guideline; I reserve the right to alter the steps to each unique situation.

## Shelby HS Math Department Test Policy

Practice test will be given out as close to the beginning of the unit as possible. The practice tests will be open ended and answers/explanations will be posted in the room for students to look at. This will minimize the need for “review days” thus maximizing instructional time.

The actual test will be open-ended questions with 2 versions being given to the students. The questions will not be scrambled, but will have different numbers that will correspond to the same question number. For example, question #3 will be the same topic on both test, but will be using different numbers. Student responses will be given on an answer sheet that will allow a space for work to be shown. Partial credit will not be given and work must be shown.

If a student wants to retake a test, they must first do the following:

1. Correct the problems they got wrong on the original test. The students will hand in to the instructor when done.
2. With instructor approval, they will receive a study guide where the questions that were incorrect must be completed with understanding. To receive confirmation of understanding, the student must meet with the instructor.
3. Once the student has shown understanding of all concepts answered incorrectly, the student may retake a different version of the test outside of class time. The student only has to complete the corresponding questions that were wrong on the original test.
  - a. Multiple retakes will be given at instructor’s discretion.

The final exams will remain in the current multiple-choice format.

## Tentative Topics

Technical Math A	Technical Math B
Ch. 1 Arithmetic of Whole Numbers	Ch. 4 Ratio, Proportion, and Percent
Ch. 2 Fractions	Ch. 5 Measurement
Ch. 3 Decimal Numbers	Ch. 6 Pre-Algebra

## Classroom Grading Information

<p><b>Classwork, Homework, &amp; Participation</b> (40% of grade)</p>	<p>Notes are to be done in class, when graded, they are worth 10-20 points a day.</p> <p>Classwork will be worth about 10-20 points a day. Classwork is graded on completion, as long as you show your work and complete every problem completely, you will receive full credit. **I reserve the right to grade on accuracy when I feel it is needed. In order to obtain credit on any assignment you must <b>show your work</b>. If you do not show your work, you will not receive any credit.</p> <p>Homework will be worth about 10-20 points a day. Homework is graded on completion, as long as you show your work and complete every problem, you will receive full credit. **I reserve the right to grade on accuracy when I feel it is needed. In order to obtain credit on any assignment you must <b>show your work</b>. If you do not show your work, you will not receive credit.</p> <p>Participation is graded though in class opportunities. (Multiplication drills, glad minutes, minute drills)</p>												
<p><b>Projects and Drills</b> (20% of grade)</p>	<p>We will be doing many projects and math drills this year. An ongoing year-long project that we will be completing is a Math Resource Folder, this will be completed almost exclusively in school. In this folder you will keep multiplication dills, glad minutes, and information sheets that you will be creating yourself. You will receive more information on this as the year goes on. Each assignment that you put in the folder will have a grade, that averaged grade will count as 20% of your quarter grade.</p>												
<p><b>Quizzes &amp; Tests</b> (40% of grade)</p> <p>Mini Quiz=25 points Quiz=50 points, Test=100 points</p>	<p>Quizzes will be given frequently to test your skills on a particular lesson(s). Most of the time I will notify you of a quiz at least a day prior, some quizzes may be a surprise.</p> <p>Tests are never a surprise, you will always have prior notice and they are less frequent. You will be given a practice test study guide with an answer key to take before the actual test. It is recommended that your student take the practice test, check the answers and come to school prepared to ask questions. <b>You have the option to retake any test you may have failed of performed poorly on the first time.</b> I recommend that you retake any test that you scored below a 70% on.</p>												
<p><b>Late Work</b></p>	<p>Late work will receive a 20% deduction. I will only accept late work from the current chapter. I will not accept late work after the Chapter Test. In the case where we go over assignments in detail in class, they may be up to a 50% deduction.</p>												
<p><b>Absent Work</b></p>	<p>If you are absent you have the number of days you were absent to complete the work, if it is not completed by the time it is due it is then considered late. <b>Ex:</b> If you are absent on Thursday, it is due on the following Monday. If you do not turn it in on Monday, it is then late. If you are absent on a test or quiz you are required to schedule a time with me to make up the test or quiz within 3 days.</p>												
<p><b>Plagiarism &amp; Cheating</b></p>	<p>Plagiarizing and cheating/copying is not tolerated. All parties involved will receive a zero for the assignment, a phone call home, and/or receive a write-up.</p>												
<p><b>Grading Scale</b></p>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">A 100%-93%</td> <td style="width: 50%;">C 76%-73%</td> </tr> <tr> <td>A- 92%-90%</td> <td>C- 72%-70%</td> </tr> <tr> <td>B+ 89%-87%8</td> <td>D+ 69%-67%</td> </tr> <tr> <td>B 86%-83%</td> <td>D 66%-63%</td> </tr> <tr> <td>B- 82%-80%</td> <td>D- 62%-60%</td> </tr> <tr> <td>C+ 79%-77%</td> <td>F 59%-0% (No Credit)</td> </tr> </table>	A 100%-93%	C 76%-73%	A- 92%-90%	C- 72%-70%	B+ 89%-87%8	D+ 69%-67%	B 86%-83%	D 66%-63%	B- 82%-80%	D- 62%-60%	C+ 79%-77%	F 59%-0% (No Credit)
A 100%-93%	C 76%-73%												
A- 92%-90%	C- 72%-70%												
B+ 89%-87%8	D+ 69%-67%												
B 86%-83%	D 66%-63%												
B- 82%-80%	D- 62%-60%												
C+ 79%-77%	F 59%-0% (No Credit)												
<p><b>Grading Category Weights</b></p>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Classwork, Homework, Participation</td> <td style="width: 50%;">40%</td> </tr> <tr> <td>Projects and Drills</td> <td>20%</td> </tr> <tr> <td>Tests/Quizzes</td> <td>40%</td> </tr> </table>	Classwork, Homework, Participation	40%	Projects and Drills	20%	Tests/Quizzes	40%						
Classwork, Homework, Participation	40%												
Projects and Drills	20%												
Tests/Quizzes	40%												
<p><b>Semester Grades</b></p>	<p>The semester grade is made up of 2 quarter grades and an Exam. Each quarter grade is 40%, and the Exam is worth 20% This grade with determine if you receive credit for the class.</p>												