**Mrs. Hansen**

**Algebra 1/ Geometry**

**Classroom Procedures**

***Entering the Classroom/Tardies:*** Students should enter the classroom on time, quietly and in an orderly manner. A student who is tardy to class will be recorded as so on the daily role. Three tardies will result in a detention.

***Paper/Pencil/Textbook:*** Every student should bring to class daily a pencil and notebook paper along with their assignment from the day before. Textbooks will remain in the classroom. The textbook, by chapter, can be found on Google Classroom where it can be accessed by all students. There will also be a paper copy of each chapter available if so needed.

 ***Calculators/Cell Phones:*** Calculators are provided for the classroom. These calculators remain in the classroom at all times. Students will be allowed to use their own calculator if they prefer; ***cell phones will not be allowed to be used as a calculator while in class***. If a student wishes to use their phone for a calculator while at home, there are several free apps available; here are just a few: Mathway, Desmos Scientific Calculator, Desmos Graphing Calculator, Calculator#. If a student damages or breaks a school calculator, they will responsible for replacing it at a cost of $150. ***Cell phones, gaming devices, and ear buds are not allowed in the classroom.***

***Accessing Daily Assignments:*** A weekly schedule of assignments will be found at the front of the classroom on the bulletin board. Assignments can also be obtained on Google Classroom. Google Classroom will provide a list of the weekly assignments, video presentations of each new lesson, and will allow you to print out any worksheets, reviews, or study guides that a student may need. The student will also be able to see a copy of the chapter that the student is working in.

 ***Turning in Assignments:*** Most all assignments will be graded in class by each student the following day from the when it was assigned. The assignments will then be turned in to the teacher after they have been graded. Every student should be well aware of what their daily grades are on their assignments.

 ***Returning Assignments to Students:*** Once the graded papers have been recorded, they will be filed into the appropriate classroom trays that are located on the counter. Each student is responsible for retrieving their own papers from their classroom tray if they desire to have them back. The papers will be discarded from the trays at the end of each chapter.

***Testing:*** A chapter test will be given at the end of each chapter. The students will be shown their completed tests and allowed to ask any questions that they may have before the tests are returned to the teacher. Tests will be kept on file throughout the year. Each test will inform the student of their test grade and their total overall grade in the class at that time. ***All students may retake any test that they wish and the higher of the two grades will be taken. Retaking tests may be done before school during tutoring or during some other class time other than their math hour.***

***Grades:*** Grades for all high school math classes will be figured the same. 70% of a student’s overall grade will be from test scores and the remaining 30% will come from homework scores.

***Finding Student Grade Status:*** Grades will be provided after each chapter test. All students can check their grade at any time in any class by logging onto their gradebook on the school website. Login information may be obtained from the school librarian if they do not have it.

 ***Student Responsibilities after an Absence:*** When a student is absent, it is their responsibility to obtain the information they need. Assignments are listed on the bulletin board, on the school website, or can be obtained by asking a classmate. If you need a worksheet, please ask or the assignment can be printed from either my page on the school website or Google Classroom.

 ***Late, Missing, or Incomplete Assignments:*** Late or missing work is only accepted if the student was absent from school. If a student is going to be absent for a club or sports activity, the student is responsible for getting that assignment **BEFORE** they are absent for the activity. The assignment is then due on the day that the student returns to school.

***Communication Procedures with Parents/Guardians:*** Parents and guardians can contact me through the school website or email me directly: chris.hansen@sequoyaheagles.net

 ***Ending Class:*** Students are to work until the bell for the end of class rings or until they are completely finished with their work. Each student is expected to clean the area around their desk leaving no trash behind. The teacher will dismiss the classroom, not the bell.

 ***Consequences for Classroom Rule Violations:***

· Using a cellphone during class for any reason will result in the phone being taken to the office, a detention will be assigned and the phone will not be returned until the end of the school day.

· Discipline offenses can result in a detention (before or after school), cafeteria duty (during lunch), or being sent to the office to visit with Mr. Peaster about their behavior.

· Dress code violations will be sent to the office for Mr. Peaster to handle.

***Tutoring/Extra Assistance:*** Tutoring is offered in my classroom every morning from 7:30 am – 8:20 am. There is no charge for tutoring. If you need help, come and get it. Don’t wait until you are so far behind that it will be difficult to get caught up. This is not a time and place to come and sit and talk, that is what the cafeteria is for. A student may also use this time to retake any test that they wish.

**Classroom Rules**

*No profanity, bullying, rudeness or teasing.*

*Keep hands, feet and objects to yourself.*

*If it’s not yours, leave it alone.*

*No food, candy or drinks – Gum only.*

*Absolutely No Cell Phones.*