7th Grade Math

Summit Hill Junior High

Class Information Packet

2017-2018 School Year



*Contact Information:*

Instructor: Ms. Bottomley – Room 234

School Phone (815) 469-4330

Instructor e-mail: RBottomley@summithill.org

Website: www.summithill.org

Welcome to Math!

*Materials:*

Students must bring the following to class on a daily basis.

* Textbook
* 1 or 1 ½ inch 3 ring binder (for Math only) which will be stored in the classroom
* 5 tab binder dividers
* Spiral for math only
* Folder for math only
* Loose leaf paper
* Pencils – you will use many (sharpened before class begins)
* Red or blue pens for grading
* Calculator TI30XIIS
* Daily planner/assignment notebook
* Positive attitude

\*\* Please replenish supplies as needed \*\*

*Common Core Standards:*

We will be following the Common Core Standards, and students will see an increase in the rigor of our lessons. There will be a focus on the content standards specific to 7th Grade, and the mathematical practice standards.

*Grades:*

The district has developed guidelines for assessing student performance.

A = 90% - 100% Categories in the Gradebook:

B = 80% - 89% 1. **Formative** (ex: homework, in-class work, practice

C = 70% - 79% problems, quiz for understanding, etc.)

D = 60% - 69% 2. **Summative** (ex: quiz to show mastery, test, final

F = below 60% project, end of unit portfolio, presentation, etc.)

\*\*\* ***All math work must be completed in pencil* unless indicated otherwise *\*\*\****

*Homework/In-Class Work:*

Homework/In-Class Work is essential in math class. It helps you practice the skills being taught. Without practice, you will not be prepared for the next lesson or future assessments. Keep in mind, poor grades are often the result of incomplete or missing assignments. If you do not have your homework completed on time, you will go to the Missing Assignment binder to your class period log. Next to your name, fill in the date, and the assignment name in the appropriate column. Fill out the Missing Homework Notice (MHN) located in the Missing Assignment Binder & bring to the teacher for signature. Attach the missing assignment to the MHN. Complete the missing assignment, and return it with the MHN signed by a parent/guardian the next school day. The escalating consequences are as follows:

1st Offense – MHN

2nd Offense – MHN & Parent Phone Call

3rd – end of quarter Offenses - MHN/Parent Phone Call/Referral (Academic Assistance and/or Detention will be assigned. As the number of offenses increases, the number of Academic Assistance and/or Detentions assigned will increase).

\*\* Missing Homework Notices “reset” each quarter \*\*

*Classroom Management Plan:*

I foster a learning environment based upon respect, responsibility, and safety. Each student has the right to learn; therefore I will not allow a student’s misbehavior to interfere with another student’s opportunity to learn.

*Classroom Rules:*

* Be on time for class. (Responsible) [See “Tardy Procedure”]
* Be prepared for class. (Responsible)
* Use respectful words and tone of voice. (Respectful/Responsible)
* Follow all school handbook rules. (Respectful/Responsible/Safe)
* Be respectful of teachers, fellow students, school property, and property of others. (Respectful)

*Corrective Actions:*

 Students will receive verbal reminders, parent/guardian phone calls, and referral/detention as needed.

*Positive Feedback/Rewards:*

* Positive notes/phone calls home
* PBIS tickets/Spectacular Spartan postcard
* In class weekly raffle (PBIS Tickets)

*Student Expectations:*

 Students are expected to:

* Follow class rules
* Participate in group/class activities
* Turn in assignments on time
* Study and come to class prepared with their own materials
* Ask questions/seek additional help when needed

*Parent Expectations:*

 Parents are expected to:

* Check their child’s assignment notebook daily
* Check their child’s grade on Power School regularly
* Encourage their child to be responsible for themselves
* Encourage their child to seek help when needed

*Teacher Expectations:*

 Teacher is expected to:

* Provide a positive, orderly classroom environment
* Use a variety of teaching methods
* Provide additional help when needed
* Keep open lines of communication between student, parents, and the school

**POLICIES AND PROCEDURES**

*How to enter the classroom:*

* You are to enter the classroom quickly and quietly
* You are to sit in your assigned seat

*When you enter the classroom:*

* Sharpen all pencils before the tardy bell rings
* Have all materials that are needed out

*What to do if you are tardy:*

* Enter the classroom silently
* Go to your class period’s folder and write the date tardy in the appropriate column
* Take your seat without disrupting class and proceed with the rest of the class
* **1st tardy – Warning**
* **2nd tardy – Phone call home**
* **3rd and subsequent tardies – Phone call home and detention**
* Tardies “reset” each quarter

*Homework/In-Class work completion:*

* ***Use pencil only***
* Name (first and last), date, and class period must be on the paper
* Show your work and answer in a neat, organized manner
* Turn in on time

*Grading homework:*

* Use ONLY red or blue ink to grade homework
* While grading the work, you are to only mark answers wrong and put the correct answer next to it (including correct work).
* You are to put the total points earned over the total points possible on the top of the paper
* Questions need to be asked when the teacher is done giving the answers

*When you are absent*:

* It is your responsibility to get the notes that you have missed from another student
* You can use the school website, classroom assignment calendar, or classmate to find out the assignment(s) missed
* Turn in assignment(s) in a timely manner (follow school guidelines)
* Make sure the word “ABSENT” is at the top and hand to teacher

*When you are absent for a test/quiz:*

* You are to make an appointment with me to take the quiz or test missed
* You are responsible for keeping this appointment

*Bathroom procedures:*

* **Bathroom use is for emergencies only**
* Raise your hand and ask for permission politely
* If you have been given permission, fill out your passbook and bring it to the teacher for signature
* Sign out on the log and sign in upon returning

*Tornado/fire/lockdown drills:*

* The procedures for each of these drills are posted by the door. Make sure you familiarize yourself with them
* The teacher will show students where to go during a drill. During any drill, you **MUST** remain **SILENT** and wait for instructions

*Procedure for assemblies:*

* When the teacher gives the direction, line up in a single file line
* You will walk through the hallway **quietly**
* When entering the gym, you will sit with the class and wait for further instruction
* Understand that students who choose to behave in an inappropriate manner may not be eligible to attend the next assembly and may be subject to further disciplinary action