

# Mr. Almeida's Classroom Policies & Syllabus

## Procedures

### Daily

- Warm-Up/Do Now/Homework Check
- Homework Review
- Lesson of the day
- Guided Practice
- Group work
- Independent Practice
- Review/Closure
- Assign homework

### Weekly

- Extra Credit
- Problems of the Week (POW)

Please make sure you are ready for class when the period begins. Being ready for class means having your supplies out, writing down homework in your agenda, having your homework out, and you should be starting the warm-up. If you are not ready for class, you will be marked tardy.

## Attendance

Attendance to class is mandatory. If you do not attend class, you will not pass! Absences will be excused once a readmit slip is signed by Mr. Almeida. Work cannot be made up for unexcused absences. This is especially true for quizzes and tests.

## Pencil Sharpener

If your pencil needs sharpening during class, please sharpen it when appropriate and without disruption.

## Bathroom

Ask for permission to use the bathroom. You MUST sign out/in if you use the bathroom.

## Grading

**Trimester grades** will be weighed as follows:

Category	Percent
Tests	30%
Quizzes	25%
Homework	20%
Classwork	25%

**Final semester grades** will be weighed as follows:

Category	Percent
1 <sup>st</sup> six weeks	30%
2 <sup>nd</sup> six weeks	30%
3 <sup>rd</sup> six weeks	30%
Final	10%

What do I do if . . . ?

- If you have not done well on a quiz, you may take the quiz over any time before the end of the quarter. I will average your two grades to determine your new grade.
- If you have not done well on a test (less than 75%), you have one week from the original test to take the test over to try to earn a 75%.

## Classwork

Classwork will be assigned daily. It is your responsibility to ensure that you are completing all of your classwork. If you have questions, make sure you talk with your study team or to Mr. Almeida.

## Homework

Homework will be assigned every night Monday through Friday. Homework is the easiest way to ensure success in math! Homework is due at the beginning of class. If it is not ready at the start of class you may obtain partial credit if you complete your homework within one week from the day it was due.

- ✓ Full Credit (5 points)
- Partial Credit (3 points) – Highest possible points for late HW.
- 0 No Credit (0 points)

## Materials

- 70-100 page spiral notebook
- Math Folder – the following sections are required:
  - Resource Pages and Toolkit
  - Graph Paper
  - Returned Work
- Textbook
- Two #2 pencils

## Group Work

Group work is an important element of this math class. While in class each student will be part of a group or study team. Study teams are also highly encouraged outside of the classroom.

## Website

Please visit Mr. Almeida's website online at – <http://www.mralmeida.org>.

The following are available on the website:

- Homework (updated daily)
- Current grades - (updated weekly). Individual student pages are available by student number.
- Weekly extra credit problems
- Student Projects
- CA mathematics standards
- Mathematical concepts
- Educational math games
- Helpful links
- Email communication

## Getting Help

If you have missed homework, class notes, written assignments, quizzes, tests or if you do not understand what is being taught in class, I urge you to come see me for help in room TB-02. I am almost always available after school from 2:30-4:00 pm. Math is a subject that is sometimes difficult to understand. To help me with this, you have to be willing to ask for help when you need it!

Algebra Students → Also available is a website entitled Hotmath. Hotmath is a very useful tool that guides a person through CPM problems. Go to [www.hotmath.com](http://www.hotmath.com), select appropriate course under **find textbook by subject** using the left navigation bar then select the appropriate textbook.

Geometry Students → Your textbook is available online. Go to [www.keymath.com/DG4](http://www.keymath.com/DG4) then type in our ClassPass to access the book.

## Contact Information

Name: Mark Almeida

School Phone: (415) 759-2700

Cell phone: (415) 533-4950 (until 9:00 PM)

School email: [almeidam@sfusd.edu](mailto:almeidam@sfusd.edu)

Personal email: [malmeida331@yahoo.com](mailto:malmeida331@yahoo.com)

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Please sign and return this portion to Mr. Almeida by Friday, September 11, 2008

Student Name: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Work phone: \_\_\_\_\_

Home phone: \_\_\_\_\_

Cell phone: \_\_\_\_\_

Email address: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_