

Welcome to Virtual Integrated Math 3! In this letter you will find the rules, procedures and policies of my class. Please read everything thoroughly and email any questions to me.

**Grading Categories:**

Class Participation/Notebook 10%      Assignments 20%      Assessments 70%

**Grading Scale:**    **A** 90-100%    **B** 80-89%    **C** 70-79%    **D** 60-69%    **F** Below 60%

**Needed Supplies\*\*:**

- Spiral Notebook • Pencil w/eraser • Pens (colors other than black) • Computer with internet

*\*\*Education Code Section 49011 (a) states: 'A pupil enrolled in a public school shall not be required to pay a pupil fee for participation in an educational activity.'*

**Participation/Notebook Grade (10%)**

Participate during class (ask/answer questions). Keep an organized spiral notebook. Title and date the notes every day. Write down concepts, definitions and examples. Do the examples and correct your work with different color pen. Answer questions when prompted. Reflect/summarize your learning every lesson. Asking questions will also earn you participation points. Notebooks will be checked in 2 different ways: 1) One on one chat with teacher AND/OR 2) Pictures submitted of random requested lessons.

**Assignments (20%)**

Every lesson will have an assignment that accompanies it. This will either be a handwritten assignment done in your notebook and a picture submitted online, a worksheet completed and submitted online, an online assignment (delta math, desmos, etc.)

**Assessments (70%)**

After a topic has been taught and reviewed an assessment will be given. Small quizzes will be given weekly. Larger assessments will be given after a unit is complete. Students will be required to be completely visible (face, hands and potentially their screen) during assessment.

**Virtual Classroom Rules :**

- 1) **Be on time and prepared** with your spiral notebook, pencil, calculator and color pen everyday, logged in to your google classroom muted with video enabled. Email me immediately if you are having issues logging in or you are absent.
- 2) **Be respectful** of fellow students and the virtual learning environment (no off-task behavior, sleeping, or other disengaged activities...)

- 3) **Be engaged** in class. No cell phones or music players allowed during lessons and work, unless given permission by the teacher as a necessity. Take notes, try the math, and **be prepared** to answer questions.
- 4) **Be cooperative** with fellow students and the teacher. Learning is a process of questioning, practicing, messing up, and teaching others. You must communicate with your peers and teachers via class chat, email or verbally when appropriate.

#### **Progressive Discipline:**

- 1) Warning    2) Parent Contacted    3) Counselor Contacted    4) Referral to Admin

#### **Process/Routine of the class:**

- 1) **Login** to your virtual google classroom at the designated start time with supplies for taking notes ready (notebook, pencil, pen)
- 2) **Engage** in the 30-40 minute direct instruction lesson. During the lesson problems will be presented for you to attempt. You **MUST** do them in real time with the class in order to learn. Doing this in a spiral notebook is part of your participation grade. Do **NOT** just copy them down and wait for me to give you the answer. Learning happens when you try to the best of your ability and correct your mistakes. You will not learn by listening/watching **ONLY**. Once you attempt a problem, correct it if needed when I go over it, ask clarifying questions, and write notes to help you understand it later. Title and date every lesson for retrieval later.
- 3) **Work** independently or in small groups on the assignment (practice/extension) for the rest of the class (I will designate small groups when appropriate). I will remain logged on, available to the class to answer questions. I will also be asking you questions to check for understanding during these times (participation grade).
- 4) **Be Prepared** for assessments. I may assign a quiz, Delta Math, unit test or other virtual assessment once a topic has been taught and reviewed. You will be able to use your notebook during these assessments, so keep clear, organized notes!

#### **Academic Dishonesty:**

Since we are in a virtual environment, I understand that academic dishonesty might be a problem. It is important to do your own work in order for you to learn the material. You want to learn the material so you are prepared for the SAT/ACT, State Tests, college placement exams and college math. If you are caught cheating, you will receive a 0 for the assignment or assessment and the appropriate administrators/counselors will be notified. Always keep your handwritten work for virtual assessments in your notebook in case your academic honesty is called into question.

**Attendance:** Make sure to login to answer your attendance question on the days you don't have actual class. So you will be doing attendance questions twice a week. You will only be logged into google classroom 3 times a week per the distance learning schedule.

**Office Hours:** Please see my classroom webpage on CHHS website for more info.

**\*\*Instead of a paper signature, you will compose an email affidavit with your parents copied. This is your first participation assignment.\*\***

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**Directions for the Email Affidavit:** 1) Type the affidavit below in the body of an email. 2) Put your full name and period in the subject line of the email. 3) CC: (copy) your parents on the email. 4) Write any questions or comments about the syllabus that you or your parents have on the bottom of the email and I will do my best to answer them.

**Affidavit (type the paragraph below in the body of the email)**

I have read the entire syllabus from beginning to end and if I have any questions or concerns about it, I will type my questions at the end of this email. I agree to follow the rules and routine for the class. I promise to do my own work and ask questions to learn and will not copy others or cheat. I understand that I must have and use a notebook, pencil, and correcting pen every day and stay engaged during lessons to receive participation points. I understand that I need to communicate with Mrs. Nadolny during her office hours, via email or during class if I need help.