

Dear Parents/Guardians,

Thank you for visiting my website. The purpose of this letter to provide some information regarding what can be done to help your student improve his or her grade. Regarding grading policy, please note:

- I do not allow for extra credit under any circumstances.
- Unit tests and quizzes are worth 75% of the student's grade. It is impossible to do well in this class without doing well on these assessments. The day before an assessment, we **always** take a practice test or quiz that is almost identical to the real assessment. This ensures that there are **no** surprises on test day. If students can independently do the problems on the practice, they should be able to do the problems on the actual assessment. To families concerned about test and quiz grades, I would encourage the following.
 - o Have your student complete the practice test/quiz, without any help.
 - o Find the key online, and *grade* the review with your student to see what your student would have scored had it been the actual assessment.
 - o Review past HWs. Your student should be marking **in colored pen** any answers that they had that were originally incorrect. Students should be ready with questions if they cannot understand their mistakes.
 - o Stay organized. Students cannot review past work if they cannot find it.
 - o If you require even more practice before a test, there are problems in the student textbook or workbook with selected answers in the back.

We test and quiz frequently, meaning students can raise their grade by performing well on future assessments.

- Classwork and homework are worth only 10% of the student's grade. Full credit is given to students for participating in class and for completing their homework assignments. It is solely based on effort and completion.
 - o Classwork: Students are expected to focus closely in class, take notes diligently, and communicate when they do not understand something. I expect them to be active participants in their own learning.
 - o Homework: I always attempt to give students time to start their homework in class so that they can ask questions. Some students finish in class. Those who do *not* are expected to finish at home or during 7th period Intervention (2:13 – 2:45, Tuesday – Friday). Anyone experiencing trouble with the homework is strongly encouraged to compare answers with the key that is posted online by 3pm daily. The key shows not only the correct answers but also any work that was done to reach the answers. **Parents who are concerned are also encouraged to check that their student *first* completed the HW independently and *then* checked work against the key.** I check homework *completion* (not accuracy) every day and review the answer key with students the following day. Not every assignment will be entered into the gradebook. I go over certain problems and answer any questions students have. I cannot check accuracy on every single problem. Students are expected to grade HW themselves in colored pen, and ensure they understand why they made any mistakes. For obvious reasons, it is extremely unwise to merely copy the key.

- The final exam given at the end of the semester is worth 15% of the student's grade. As with all tests or quizzes, we will do a thorough review and a practice test prior to taking the actual test.

Other factors to consider include the following:

- Attendance: Being in class and prepared with materials everyday for the full period is crucial. Being absent does not excuse a student from needing to learn the content that was missed and having to do the homework promptly upon return to school. Near perfect attendance is usually required to be successful in an Accelerated class.
- 7th period intervention: Generally speaking, my 7th period will be filled with Math 7 students who are struggling with basic 7th grade content. If Accelerated 7 students require assistance on a regular basis, they should consider a move to Math 7.
- Re-takes: In Math 7 only (*not* Accelerated 7), I also allow test corrections for any test or quiz on which a student scores 69% or below (except on district tests, known as Common Interim Assessments, or CIAs). As mentioned above, if an Accelerated 7 student is struggling in Accelerated 7, a move to Math 7 may be in order.

To take advantage of this re-take option, Math 7 students **MUST** come to Intervention 7th period and show that they can complete a review **independently** before attempting the test corrections. All of this work **MUST** be completed in 7th period or before/after school to show that the student has completed the work independently.

Thank you for all of your effort and concern. I appreciate your support at home, and I hope we can work together to support your student.

Sincerely,
Ms. Gin
Math 7, Accelerated Math 7 Teacher
Erle Stanley Gardner Middle School