Course Description
This course is a first-year algebra survey. It covers traditional algebra topics including a study of the four basic operations dealing with signed numbers and polynomials, solution of first and second degree equations, verbal problems, systems of linear equations, graphing and writing linear equations and inequalities, and simplifying exponential expressions. Technology will be used when appropriate to assist in instruction and learning.

Material to be covered:

**First semester**
- Unit 1: Foundations for Algebra
- Unit 2: Solving Equations
- Unit 3: Solving Inequalities
- Unit 4: An Introduction to Functions

**Second Semester**
- Unit 5: Linear Functions
- Unit 6: Systems of Equations
- Unit 7: Exponents
- Unit 8: Polynomials and Factoring
- Unit 9: Data Analysis and Probability

CLASSROOM EXPECTATIONS
- Be on time and prepared to Learn
- Be an active participant in class
- Respect your peers
- No food - drinks with a lid are permitted

MATERIALS NEEDED DAILY
- Pencils
- Eraser
- School laptops are expected every day!
- Folder for this class only (suggested)
- Scientific calculator (suggested)
- Textbooks are available for checkout at student’s request

Please note: All behaviors outlined in the Student Code of Conduct will be enforced.

GRADING
- You must pass this class with a grade of D or better to earn credit, according to the grade scale below.
- Your grade is a combination of formative assessments (35%) and summative assessments (65%)

**OPS GRADING SCALE**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>3.26-4.00</td>
</tr>
<tr>
<td>B</td>
<td>2.51-3.25</td>
</tr>
<tr>
<td>C</td>
<td>1.76-2.50</td>
</tr>
<tr>
<td>D</td>
<td>1.01-1.75</td>
</tr>
<tr>
<td>F</td>
<td>0.00-1.00</td>
</tr>
</tbody>
</table>

**OPS Proficiency Scale**
To be used when grading summative and formative assessments

<table>
<thead>
<tr>
<th>Level of Performance</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced</td>
<td>4</td>
</tr>
<tr>
<td>Proficient+</td>
<td>3.5</td>
</tr>
<tr>
<td>Proficient</td>
<td>3</td>
</tr>
<tr>
<td>Basic+</td>
<td>2.5</td>
</tr>
<tr>
<td>Basic</td>
<td>2</td>
</tr>
<tr>
<td>Approaching Basic</td>
<td>1.5</td>
</tr>
<tr>
<td>Below Basic</td>
<td>1</td>
</tr>
<tr>
<td>Beginning/Failing</td>
<td>0</td>
</tr>
</tbody>
</table>
DAILY WORK . . . (formative)
• The key to success in mathematics is practice. Daily work provides this practice and will be assigned most days.
• Daily work is NOT an option. All your work must be shown; this includes the problem, steps to solving the problem, and your final answer.
• Daily work is due on quiz and test days. Folders will be turned in on these days and daily work will be graded. Assignments with feedback will be returned the following class.
• At the end of the unit the daily work will be averaged for one formative grade.
• All daily work must be turned in by the day of the unit test to be eligible for a retake opportunity on a test. This deadline may be extended at the teacher’s discretion.

Bell work . . . (formative)
• Each unit students will turn in a bell work sheet. Bell work problems cover concepts previously learned at a range of difficult levels.
• Bell work is completed at the beginning of each class. If a student is tardy or absent it is their responsibility to find out what the problem was from a peer or teacher

QUizzes . . . (formative)
• 1-2 quizzes will be given throughout each chapter. Quizzes may only be retaken if all daily work assignments prior to that quiz have been turned in. The retake score will always replace the original score.
• If a student is absent for the quiz or is unable to take the quiz due to absences prior to the quiz, the student will have the opportunity to complete it prior to the test. All quiz and test retakes must be done in the testing room (room 262).

IN CLASS ACTIVITIES . . . (formative)
• In class activities may be graded at the teacher’s discretion.
• Students are expected to participate in all in class activities.

Tests . . . (summative)
• A test will be given at the end of each unit.
• If a student is absent for the test or is unable to take the test due to absences prior to the test, the student will make arrangements to complete the test in the testing room (room 262) within a week.
• If a student if not satisfied with his/her performance on a test, re-takes are available provided the student has turned in all homework assignments for that unit. The retake score will replace the original test score.
• A cumulative final will be given at the end of each semester. This final test is weighted the same as a unit test.

ACADEMIC DISHONESTY
If a student is found guilty of academic dishonesty, the following will happen:
1) The teacher will conference with the student
2) The teacher will discuss the incident with the student’s parent/guardian and the student’s administrator
3) The student will receive a zero (0) on that work with no opportunity to redo it

CELL PHONE/LAPTOP POLICY
• Students using devices without permission will be given two verbal warnings. The third time I see the device I will ask for it and lock it in my desk until the end of the period.
• Failure to comply will result in the student being sent to his/her administrator

Please note: the official school policy is that cell phones are not to be used during class

A NOTE FROM YOUR TEACHERS
We are committed to your learning, growth, and success this year. We will do whatever it takes to help you, but we can only do that if you help yourself first. By following these rules and expectations, showing up to class on time, and completing all required class work you are showing us that you share the same commitment to learning.
We are so looking forward to getting to know each of you this year. We are excited to see all that you will accomplish!

Ms. Koch is available in the homework help room (room 264) every Tuesday and Friday until 5:00 p.m.
OPS Secondary Grading Practices*
All coursework and assessments are judged based on the level of student learning from “below basic” to “advanced.” This course will provide multiple opportunities to achieve at the “proficient” to “advanced” levels. Students are evaluated based on a proficiency scale or project rubric. Proficiency scales for this course are available upon request (teacher will identify location such as portal, teacher website, attached, etc.)

There are three types of coursework*

- **Practice** – assignments are brief and done at the beginning of learning to gain initial content (e.g., student responses on white boards, a valid sampling of math problems, keyboarding exercises, and diagramming sentences, checking and recording resting heart rate). Practice assignments are not generally graded for accuracy (descriptive feedback will be provided in class) and are not a part of the grade. Teachers may keep track of practice work to check for completion and students could also track their practice work. Practice work is at the student’s instructional level and may only include Basic (2) level questions.

- **Formative (35% of the final grade)** – assessments/assignments occur during learning to inform and improve instruction. They are minor assignments (e.g., a three paragraph essay, written responses to guiding questions over an assigned reading, completion of a comparison contrast matrix). Formative assignments are graded for accuracy and descriptive feedback is provided. Formative work may be at the student’s instructional level or at the level of the content standard. Formative assessments/assignments will have all levels of learning – Basic (2), Proficient (3), and Advanced (4), which means that for every formative assessment/assignment, students will be able to earn an Advanced (4). Teachers will require students to redo work that is not of high quality to ensure rigor and high expectations. The students score on a formative assessment that was redone will be their final score.

- **Summative (65% of the final grade)** – assessments/assignments are major end of learning unit tests or projects used to determine mastery of content or skill (e.g., a research paper, an oral report with a power point, major unit test, and science fair project). Summative assignments are graded for accuracy. Summative assignments assess the student’s progress on grade level standards and may not be written at the student’s instructional level. Summative assessments/assignments will have all levels of learning – Basic (2), Proficient (3), and Advanced (4), which means that for every formative assessment/assignment students, will be able to earn an advanced (4).

To maintain alignment of coursework to content standards, which is a key best practice for standards-based grading, teachers will utilize a standardized naming convention for each of the standards within a course. The content standard will be marked on each assignment entered into Infinite Campus (District Grading Program) using all capital letters followed by a colon. After the colon will be the title of the coursework.

At the end of the grading period, scores are converted to a letter grade using this grading scale.

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**Redoing/Revising Student Coursework**

1. Students are responsible for completing all coursework and assessments as assigned.
2. Students will be allowed redos and revisions of coursework for full credit as long as they are turned in during that unit of study while a student still has an opportunity to benefit from the learning. When time permits, teachers should allow the redoing or revising of summative assessments.
3. Students are expected to complete assessments when given to the class, or if a student was justifiably absent, at a time designated by the teacher.
4. Redoing, retaking or revising will be done at teacher discretion in consultation with the student and parent(s). Teachers may schedule students before, during, or after school to address needed areas of improvement if not convenient during class. The time and location for redoing, retaking or revising will be done at the teacher’s discretion in consultation with the student and parent(s).
5. Scores for student work after retaking, revising or redoing will not be averaged with the first attempt at coursework but will replace the original score.

*Indicates standardized language