

Class Procedures and Rules – 2011-2012 – Mr. Aiu

GRADES

- Quarter grades will be computed on a total points basis. The total points will subdivide into approximately 50% tests, 30% quizzes, and 20% homework/participation. Final quarter percentages will be rounded to two decimal places.
- Semester grades: 40% Q1 Pct., 40% Q2 Pct., 20% Sem Exam
- **(Effective October 3, 2011)** - Any student talking during the announcements at the beginning of second hour will receive an automatic 2 point deduction from the subsequence POW.

HOMEWORK

- Unless otherwise stated on the schedule, assignments listed will NOT be collected.
- There will be no 'surprise' homework checks.
- There will be an occasional homework project which will be collected. Those will be suitably noted on the schedule.

SCHEDULES

- All students are expected to print and follow the schedule as posted on the website.
- Though homework is NOT collected, it is essential to keep up with the homework to ensure success in the class.
- Students are expected to check the website regularly for updates. Major updates to schedules will be posted on the opening page, and the schedule edited accordingly.

STUDENT FOLDERS

- Each student will have a folder of graded papers (tests, quizzes, POW's, etc.)
- Folders, along with any papers in the folders, are NOT to be taken out of the classroom. However, you are free to come in and examine the items in your folder at any time.

CLEANUP DAYS (3 points each)

Throughout the course, students will be given the opportunity to work together, check answers with the binder, and ask the teacher questions. NO new material will be taught on these days.

- The day before any test or quiz will be a cleanup day.--Students are expected to sit in assigned seats and work with their assigned groups.
- Students are expected to spend 50 minutes of cleanup days working on or studying class related topics.
- Students suspected of working on things other than class will receive an automatic deduction for each offense. No warnings will be given.

ASSESSMENTS (Tests/Quizzes)

- Unless otherwise stated in a problem, all rounding is to be to three decimal places.
- All assessments are designed to take 45 minutes to complete. Students who do not finish within the class period will NOT receive any additional time to complete the assessment. Manage your time accordingly when taking any assessment in this class.
- Students will have the entire class period to work on any assessment. All writing and work on the assessment is to stop when the bell rings at the end of class. Those continuing to work on the assessment after the bell will receive an automatic 10% penalty.
- All assessments will be marked as:
 - No Calculator - The use of any calculating device is not permitted on the assessment.
 - Calculator Required - You will NEED a calculator to complete the assessment.
 - Split Calculator - This is a two part assessment. Part I will be No Calculator, turned in, and Part II will require the use of a calculator. Note: You may NOT return to Part I once you have begun Part II of the assessment.
- The point value of the assessment will be in parenthesis after its listing on the class schedule.
- If you miss an assessment due to absence, you must make up the assessment in one sitting. You may NOT begin the assessment at one time and finish it at another time.
- There will be NO surprise tests, quizzes or homework checks.

TAKE HOME ASSESSMENTS

There may be take home assessments during the school year. They will be announced and scheduled well in advance. Those absent the day the assessment is distributed or the day the assessment is collected will take an in-class version of the assessment on the date identified on the schedule. The in-class version will be different, as answers to the take-home version will be distributed on the due date.

CHEATING (INCLUDING PROBLEM OF THE WEEK)

- First Offense - Zero on assignment/assessment
- Second Offense - 59% maximum quarter grade
- Third Offense - 59% maximum semester grade

CALCULATOR GAMES

Class time is expected to be used fully and wisely. Students suspected of playing games on their calculator will receive a five point deduction per offense on the subsequent grade, with a maximum 10 point deduction per day.