Dear Parent or Guardian,

I am excited to have your student as a part of my classroom for this upcoming academic year! In order to make sure that we are on the same page, I would like to provide you with some of the basics of my classroom. Below is a list of expectations as well as additional important information. Please discuss this information with your student. In addition, please complete and sign the attached information form stating that you and your child have read over this letter together. Feel free to contact me any time. My email and phone number are listed below. My preferred method of communication is email, however I will respond to both email and phone calls.

Assignments for this class will be posted in Canvas, on the white board in the classroom, and in PowerSchool. Please make sure you are checking your student’s PowerSchool weekly to make sure they are completing their algebra assignments. Algebra 1 is a very rigorous course and will need students to stay on top of their course work in order to be successful. Tutoring will be on Thursdays this year from 2:20-3:30. During tutoring, please have your student come prepared to explain which content they are specifically struggling with.

Sincerely,
Stephanie Babcock

423-847-4800
babcock_s@hcde.org

Rules
- Be Prompt
- Be Polite
- Be someone who Perseveres
- Be a Participant
- All other school rules apply! Cell phones will not be permitted to be used in the classroom. They should be turned off upon entering the room.

Additional Policies
1. Students MUST have their Agenda Mate in order to leave the classroom. No exceptions. This is a school wide policy.
2. Due to frequent allergies, no food is permitted in the classroom. Water is the only beverage allowed in the room.
3. Each student should use the restroom in between classes. Unless there is an emergency.
4. Students should be in their seat with their calculator working on their warm-up when the bell rings.
5. Chromebooks should be brought to class CHARGED every day.
6. Textbooks and a pencil should be brought to class every day.
7. Additional school policies are listed in the student agenda mate.

School Supplies Needed
- Pencils (mechanical or regular). Please do NOT use a pen unless it is erasable.
- Paper (college or wide rule)
- Graph Paper.
- **Dry Erase Markers** (we will use these A LOT!) Please bring **at least** a four pack!
- **Erasable Colored Pencils** (Used for graphing multiple transformations on one graph and color-coding polynomials.)
- At least one box of **Kleenex**. Teachers are not allowed to use our BEP money to buy tissues or cleaning supplies to supply the classroom. Kleenex and cleaning supplies must come from donations from parents, businesses, or out of the teacher’s pocket so anything you can provide would be greatly appreciated!
- At least one container of **Clorox wipes**.
- **1 Composition Book**.
- **1 Notebook or Folder**. The notebook or folder is for students to keep up with and organize work that is handed back to them. We will have soft-book textbooks. Some students prefer to reinforce the book with a binder. The size of the binder will need to be at least 2.5 inches in order to be able to fit the textbook inside.)

**Make-up Work for Absences (from the Board Policy)**
Each high school will accept make up work incurred for assignments missed during absences according to the following:

1. Make-up work for excused absences is required and shall receive full credit.
2. Make-up work for unexcused absences is required and may result in reduced credit. (Reduction may not exceed 10%).
3. Make-up work resulting from any absence is the responsibility of the student and shall be arranged at the teacher’s convenience.
4. Make-up work must be completed within five school days of the absence. Teachers may provide additional time if extenuating circumstances warrant.

**Grade Scale**

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Semester 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>5% Homework</td>
<td>42.5% Quarter 3</td>
</tr>
<tr>
<td>5% Warm ups and exits (In-class)</td>
<td>42.5% Quarter 4</td>
</tr>
<tr>
<td>20% Tasks</td>
<td>15% EOC (subject to change)?</td>
</tr>
<tr>
<td>20% Projects</td>
<td><em>Quarter 3 &amp; 4 will have the same sub-weights as semester 1</em></td>
</tr>
<tr>
<td>50% Quizzes and Tests</td>
<td><em>Quizzes can be retaken for a better grade using Edgenuity</em></td>
</tr>
</tbody>
</table>

**Inclement Weather**
- In the case of inclement weather, where students are not present at school, there will be an assignment posted on Canvas for the day. This assignment will be counted as coursework and will be due at the end of the day.
Please fill out the following and RETURN to Mrs. Babcock!

1. What would be beneficial for me to know about your child?
   __________________________________________________________________________
   __________________________________________________________________________
   __________________________________________________________________________

2. What are some things that motivate your child inside of the classroom environment?
   __________________________________________________________________________
   __________________________________________________________________________
   __________________________________________________________________________

3. What is the best method for me to contact you? ________________________________
   Your email: __________________________________________________________________
   Your phone number: __________________________________________________________

4. Questions or concerns for me? I will try to follow these up with an email when necessary so please list your email above.
   __________________________________________________________________________
   __________________________________________________________________________
   __________________________________________________________________________

I __________________ acting as the parent or guardian of ______________________, have read and acknowledge the expectations of Mrs. Babcock’s classroom. I understand my student is required to pass Algebra 1B in order to graduate. **I also understand that if my student receives a grade below a 70 on a quiz, he/she is expected to remediate that specific content using the online Edgenuity program.** In addition, I understand that my student’s grade will be updated frequently in PowerSchool, which should be viewed from home at least once a week.

________________________ Parent’s Signature __________________________ Date

________________________ Student’s Signature __________________________ Date