

Ms. Garofalo's AP Statistics Class Expectations

Hello, and welcome! I am looking forward to a great year in our math class, and I hope you are excited, too.

Below you will find some expectations I have for our class which will be used to maintain a safe and productive environment, in addition to the regular school policies. Please take time to read through the information with a parent/guardian, and feel free to raise any questions or concerns you may have.

• Punctuality:

- You should be in your seat and ready for class WHEN THE BELL RINGS! This ensures a safer and more productive class environment. It also demonstrates respect for the teacher and your classmates.
- If you are late to class without a pass, you must see me after class or after school.
- Excessive tardiness, as well as absences, will be handled according to school policies.
- When the bell rings your homework should be out and ready to be checked; and, you should be working on the "Do Now" exercise in your notebook.
- When the lesson begins, your notes should be started with a neat heading including the date, objective(s) and homework assignment.

• Preparation:

- You should have the following materials ready for class **every day**:
 - Binder or notebook for daily note-taking
 - A folder (recommended for organization)
 - **PENCILS!** You MUST use a pencil in our math class. Keep a back-up pencil just in case!
 - COVERED textbook when necessary. You may keep your covered text books at home, as their primary use will be for homework. I will tell you in advance when to bring your textbook to class.
 - **Students are expected to have their own calculator for daily class use, homework, and assessments.** Students are expected to use the TI-84 model, or better.
- A class-work grade will be determined by a rubric that is based on the expectations outlined in this contract. **Points will be deducted each time a student is unprepared for class.**

• Homework/Class-work:

- Homework will be assigned regularly to reinforce what was learned in class. It is also intended to be an independent assessment for you to highlight strengths and weaknesses to improve your learning and understanding.
- Homework will be primarily graded on completion and effort, on a scale of 0 to 2. Homework may occasionally be collected and graded as a quiz.
- Even wrong answers will help us learn, so a real attempt at homework should always be made! A blank or numbered page is not acceptable, even if you had difficulty with the assignment! **NO WORK = NO CREDIT!**
- Class-work grades will be determined by a rubric based on classroom expectations. In addition, students will occasionally be given Exit Quizzes at the end of the period to quickly assess what they have learned from the day's lesson. These scores will be part of the cumulative class-work grade.
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• Tests and quizzes:

- Tests will always be announced in advance, but quizzes may be given unannounced!
- Cheating will result in a score of 0 for ALL STUDENTS INVOLVED.
- It is your responsibility to be prepared for tests and quizzes AT ALL TIMES.

- Any student absent the day before a test or quiz is expected to take the test or quiz, unless new material was taught the day they were absent. **You will not be excused from an assessment if there was a review the day you were absent. You are given sufficient time to prepare for assessments.**
- An unexcused absence on the day of a test or quiz will result in a 0 for the assessment grade.
- Students may keep graded quizzes. These should be reviewed as study guides for future assessments.
- Students may not keep graded tests. They will be reviewed in class and students have access to these tests after school for personal review.

• **Extra Help**

- I am available for extra help after school on Tuesdays, Wednesdays, and Thursdays.
- If you are unable to meet those days, you can make an appointment to meet with me after school on Mondays (if I do not have a meeting), Fridays or in the morning before school begins.
- After school study sessions can be organized and held by students in preparation for a test or quiz with my supervision.
- I encourage you to seek extra help outside of class time the day the material is presented, whether or not there is an announced assessment. **Do not wait until the last minute!** You should anticipate problem areas throughout daily lessons, not while cramming the night before a test.

• **Grades**

- Do not rely solely on Genesis for grade maintenance. You should be recording your grades as you receive them and regularly update your average.
- I will approach you about your grades if I am concerned about your averages. I WILL NOT discuss any matters concerning your grades during class time. You must see me after school to review or discuss your grades.
- Your quarter averages will be calculated as follows:
 - Tests (including projects) 50%
 - Quizzes 40%
 - Homework 5%
 - Class work 5%

It is important to realize that while this seems to be a lot of information, it is all in your best interest. Once we have developed a routine, class will run smoothly and will be fun and productive.

Please fill out the attached form and return to me BY WEDNESDAY, September 12th. THIS WILL COUNT AS YOUR FIRST HOMEWORK ASSIGNMENT!

Thank you for your cooperation! I look forward to an exciting and educational year!

I have read and understand the expectations for Ms. Garofalo's math class.

Student's name

Student's signature

Parent/guardian name

Parent/guardian signature

Student and/or parent/guardian questions or concerns:

***Parents/guardians:** Please feel free to contact me via email at tgarofalo@paramus.k12.nj.us to discuss any questions on the Class Expectations. Also, please provide me with your best contact information so that I can easily reach you at your convenience for any concerns that may arise throughout the year. Thank you!