

## 2018-2019 Procedures for Mrs. Ward's Math Classes (Pre-Calculus)

### Curriculum and Textbook:

Pre-Calculus is a rigorous course covering polynomial, rational, exponential, and logarithmic functions, compositions and inverses of functions, trigonometric functions and identities, vectors, parametric equations, conics, sequences and series. An emphasis is placed on real-world applications, use of technology, and problem solving. You will compile resources in a learning journal that will act as your textbook.

### Graphing Calculator:

You will be assigned a TI-89 to use during the school year. You are responsible for returning it at the end of the school year (\$120 if not returned).

### Grades:

Daily Work: 40% of six-weeks average; Major Work: 60% of six-weeks average

Midterm/Final: 20% of the semester average

### Daily Work and Major Work:

Daily work will be collected regularly and graded based on both completion and accuracy. Major work includes quizzes, tests, projects, and some class activities (I will tell you when I plan to use an activity as a major grade). You will create a quiz/test helper sheet (one page, front/back, in your handwriting) that you may use during the quiz/test. Unless otherwise indicated, a quiz/test must be completed in one class period. Except in the case of excused absences, I will only accept late assignments until I return that set of papers.

### Homework:

Although I do not assign specific homework activities, you may need to complete an in-class assignment at home if you don't finish during class. You should also work on your quiz/test helper sheet as we progress through the unit.

### Math Department Retest Policy:

If you score lower than a 70 on any assignment and would like a chance to raise it to a 70, it is your responsibility to let me know by the day after the assignment is returned. You may complete the substitute assignment on the next Wednesday at 7:30am.

### Supplies:

Get a folder or notebook to hold your math papers (it is ok to use a section in a notebook that you share with another course). Bring your folder/notebook, graphing calculator, notebook paper, and a pencil to class every day. Store your supplies in your locker.

### Class Rules:

Show respect to your classmates, yourself, and me. Bring required supplies to class. Stay mathematically engaged the entire class period. Follow all school rules.

### Absences:

If you are absent, it is your responsibility to find out what you missed. Ask me at the end of class or during a lull in the class instruction. You will have the same number of days to make up your work as the number of days you were absent.

### Extra help:

Occasionally, a student will work hard during class, complete all assigned work, create insightful quiz/test helper sheets, practice for tests, and still have trouble with the material. My college classes begin at 7:30am, so I will not be available before school for tutorials. Please let me know if you need extra help so that we can schedule a time to meet after school or during the school day with permission from your teacher and administration.