



Mrs. Vicki Gochnauer

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Pre-Algebra Information Packet

Welcome to Pre-Algebra. I am very excited to be your math teacher and am looking forward to a fantastic year with everyone working together. This will happen if everyone:

- 1) Comes to class ready to learn. This means you should have all of your supplies AND be mentally ready to be challenged, work hard, and try new strategies.
- 2) Respects their classmates, teachers, and the rest of the staff at Redwood.
- 3) Is productive and stays on task, participates, asks questions, cooperates, and takes notes.

Please share this information with your parent or guardian and have them complete the information form on my website. Go to the “Class Documents” page and click on “Student Information Form”. You will need Adobe Acrobat Reader 7 or higher to complete the form (see Links to download Adobe Acrobat Reader). For those without Internet access, I have included a paper copy at the end of this document. This should be returned by **Thursday, August 27**.

Curricula

The curricula for the course are aligned with the California standards (see “Links” page on website). We are fortunate to have brand new textbooks this year, Glencoe’s California Mathematics, Concepts, Skills, and Problem Solving 7. Additional supplementary materials will be used as needed to insure a complete and balanced program. You will explore and solve mathematics problems, practice critical thinking skills, learn to work cooperatively with each other, and strive to communicate their ideas clearly in this course. The curriculum outline is posted on my website (in “Class Documents” folder).

Grades

Grading scales are found in the student handbook. In this class, the assignments are weighted as follows:

| Type of Evaluation | Percent of Grade | About how often? |
|---------------------------------------|------------------|---------------------------------|
| Tests/Projects | 50 | Once each four to six weeks |
| Quizzes (announced or unannounced) | 20 | Every other week |
| Homework/Class work | 25 | Four nights per week (homework) |
| Participation/Quiz & Test corrections | 5 | Every two or three weeks |

Tests & Quizzes

Tests will be announced in advance. Each student has the opportunity to retake one test per semester with an original score that is less than 70%. To do so the student must meet with Mrs. Gochnauer, correct all the mistakes from the original test on a separate piece of paper, get a parent signature, and arrange a retake time. You must complete the retake within **one week** of receiving the corrected test. No retakes are available for quizzes. The maximum grade earned on test retakes is 70%.

Homework & Classwork

Daily class work assignments and activities are designed to teach, reinforce, and review concepts and skills; homework assignments provide practice, reinforcement and review of prior learning, and/or prepare students for the next day. You are **expected** to have homework done BEFORE you come to school the day that it is due.

- ✓ **All work is to be done in PENCIL** unless otherwise stated in class.
- ✓ You **MUST** show ALL work.
- ✓ Put your name (first and last), date, and period in the upper right hand corner (unless otherwise asked for on a pre-printed worksheet).
- ✓ “No name papers” will be put in “Unclaimed Work” folders and recycled regularly.
- ✓ Most homework assignments are corrected in class daily and collected weekly. Homework is corrected in red pen. Homework correction sheets must be filled out and attached to homework if the original work fails to show an understanding of the concepts.
- ✓ Homework not completed on time may be turned in with the packet for 60% credit. For excused absences, please write “ABSENT” at the top of your paper. You are responsible for finding out missed work and correcting homework when you are absent.
- ✓ Students with a history of missing assignments may be required to come in at lunch or after school to complete missing work.

If you are having difficulties with the homework, here are some possible “next steps”.

- ✓ Contact a “study buddy” for a **hint**.
- ✓ Check your notes or textbook.
- ✓ Check my webpage for hints or clarifying information.
- ✓ Email me. I frequently check my email in the evening and may be able to point you in the right direction.
- ✓ Show attempts you made to solve the problem even if they don’t lead to the “right answer”. This will let me know you have really tried and you may be closer to a solution than you think.
- ✓ Ask questions in class. A homework problem may show up later on a quiz or test.
- ✓ Make an appointment to talk to me outside of class.

Communication

Communication is critical for your success this year. Add my website (listed on page 1) to your “favorites” list and check it regularly for announcements, tips, and answer keys. Email me with any questions or concerns you or your parents might have.

If you ask a parent or sibling for help, remember that getting the correct answer is not the most important thing. Especially if the procedure being used is different than ones we talked about in class, you may be asked to explain your steps to receive full credit.

Supplies

A supply list was handed out in class and is posted online. Supplies should be brought to class daily. Dividers should be labeled: current HW, notes, test/quizzes, past HW packets, and paper.

This sheet should be kept at the front of your binder. I am looking forward to our year together.