

# Pre Algebra Concepts 2011/2012

## Course Syllabus

## Teacher Information

Jeanne Ledvina

Phone: 928-779-7273

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## Course Description

This course will focus on supporting your success in your Pre Algebra class. We will do this by identifying any gaps or troublesome areas in your mathematical knowledge or skills and then working towards mastery of those challenges. Your ability and willingness to communicate your needs will increase the effectiveness of this class.

## Textbook

Key To Series (Fractions, Decimals, Percents, Algebra), Key Curriculum Press

## Materials (to be brought to class daily)

- Pre Algebra notebook and current homework
- pencil and eraser (PENS are not to be used in class or on homework unless a prior agreement is reached between the teacher and the student).

## Expectations

Students will:

- respect their peers, their teacher, the property of FALA, and themselves.
- arrive at class properly equipped and ready to participate before the bell rings.

## Grades

Grades are weighted by category:

Class Participation (5 pts. max. per class):	50%
Key To Assignments (individual progress will be assessed each grading period):	50%

**Current grades will be updated every 2 weeks and posted in the classroom and on the PASS website to help students and their parents monitor their grade.**

## Absences and Makeup Work

Since Pre Algebra Concepts is a support class, no additional homework or tests beyond those assigned in Pre algebra will be required. Due to the fact that 100% of the grade in this class is based on in class work, regular attendance is essential. Makeup work will be the exception and determined on a case-by-case basis.

## Extra Help

Times and days I am available to help students will be posted weekly in the classroom. If you need extra help, please seek it quickly. The longer you wait the more difficult it will be to catch up.

**PASS and Email as Communication Tools**

Student success is important to me, and I realize that convenient and consistent opportunities for communication with all concerned parties are essential to that success.

Access to a student’s academic standing in any class is available to parents through PASS, a program provided through the FALA website. Your student’s PASS PIN# is available from the front office. I do not have access to this number.

I enter and update grades in PASS every two weeks. For student feedback, I post grades in the classroom by randomized student ID following every unit assessment and before any progress report. This allows a system of “checks and balances” since the students can verify my entries for their assignments and assessments.

Email is the most efficient method for making contact with me. My email address is jledvina@flagarts.com.

Students and parents, please sign below stating that you have read and understand the information presented in the course syllabus. If you have any questions or concerns regarding any of this information, please feel free to contact me.

Jeanne Ledvina

\_\_\_\_\_  
Print Student Name

\_\_\_\_\_  
Print Parent/Guardian Name

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian Signature

**If I need to contact a parent/guardian, who would prefer to be contacted?**

Name \_\_\_\_\_

Choose which method of contact you would prefer.

Email                      Email address \_\_\_\_\_

Phone                      Phone number \_\_\_\_\_

**Please return this page with your student tomorrow. Thank you.**

**Our classroom always needs:**

- Pencils
- Dry-erase markers – black is best
- Anti-bacterial wipes
- Kleenex

**Thank You !**