**Ms. Freeman’s Policies and Procedures**

**Basic Rules of Conduct:**

1. Follow directions quickly (& quietly)
2. Raise your hand for permission to speak
3. Raise your hand for permission to leave your seat
4. Make smart choices

**Rules of Math Classroom:**

1. Come to class prepared to work (bring all necessary supplies including textbook, notebook, paper, pencil, calculator, and completed assignments).

2. Be in his/her seat on time and working on the assignment on the screen. Your homework should be placed in the appropriate assignment drawer.

3. No one should leave the room until dismissed by the teacher—not by the bell.

4. Do not bring food or drinks to class. Water in a clear container with a lid is the only exception. All food and or drink other than water will be thrown into the trash can. (depends on school policy regarding water)

5. Turn off cell phones so they do not interrupt class.

6. There is a class motto that every student is expected to follow. The motto that must be ingrained in your brain is

**NO WORK, NO CREDIT!**

7. Pencils are the only utensils allowed on hand assignments. *If regular pen is used the student will be asked to redo the entire assignment in the required utensil*.

**Daily Do Now:**

Nearly every day there will be a Do Now on the screen when you come into class. You are expected to be working on it by the time you are to be in your seat. Each Do Now is dated and you should date your paper accordingly. Once finished with the Do Now, draw a line underneath it so the next entry can be directly below. These will be turned in each Friday. You will receive 2 points for each Do Now if you have shown your work and completed all of the problems (if there are any exceptions, you will be told in advance). Do Nows are worth 10 points each week for a total of 90 points each term.

**Quizzes and Tests:**

The number of points for quizzes and tests will vary, but will be graded according to the district standards. You will not be able to make up quizzes.

**Writing Assignments:**

Since communication is a major focus in mathematics, you may be asked to write. Most of the time the writing will be part of a test, however, since we have a school wide writing standard, you will also be asked to write about specific math concepts and/or procedures. The assignment will be graded based on content, organization, and word choice (math vocabulary).

**Pass Policy:** There will be NO passes given. Please use the restroom before coming to class. The class period is only 45 minutes, and each second is precious.

**Math Assignments:** Math assignments will be done in pencil. The goal of math is not simply right answers but learning processes and logic. Therefore, each math problem must be written on the paper, the calculations and formulas written out showing the logic*. The answers* ***MUST*** *be circled or boxed*. Papers with just answers on them will **NOT** be accepted.

If you are struggling with your assignment, **ASK** for help soon. Math always builds upon itself and if you have not mastered the current operations, you will continue to fall behind. I am available by appointment during the morning from 7:15 until class starts and after school until 3:15. Please use the contact form to request one online ([www.FHSAFreeman.weebly.com](http://www.FHSAFreeman.weebly.com) ), or let me know before/after class at least one day in advance.

Due to the nature of this content area, paper and pencil practice is also needed to aid retention, so homework will be assigned on a nightly basis. The homework will vary and be either an online assignment or pencil practice.