

Mr. Gillespey's Policies and Procedures

Conference Hours: 2:54 – 3:45 Monday through Friday. Please call anytime to schedule an appointment.

Telephone Number: 694 – 9350, please leave a message on my voice mail and I will contact you as soon as possible. If it is an emergency please call the front office.

Room Number : 850

Email Address: agillespey@flourbluffschoools.net

Webpage: MathNinja.org

Materials Needed:

1. A ½ inch 3 ring binder (with pockets) to be used only for math class
2. One box of Kleenex
3. One set of dividers for note book (labeled **1. Notes, 2. Homework 3. Test/Quiz, and 4. Extra Credit**)
4. Pencils, no pens are to be used in the math class
5. Loose leaf paper (no spiral notebooks)
6. **Algebra Classes Only** – 1 package graph paper
7. **Academy Math Only** – HP 35S Calculator (can only be purchased online at most big store websites. Amazon, Wal-Mart, Sears, Best Buy.)
1 package of AA batteries for timers

Goals

1. For all students to be challenged and be successful in the classroom.
2. For all students to pass the EOC and STAAR test.
3. For all students to enjoy the class.

Rules

1. Be respectful to others. “Treat others how you would like to be treated.”
2. Follow directions the first time, every time.
3. Do ALL of your homework, completed **FULLY** with **ALL** work shown.
4. Be prepared for class and ready to work the second you walk through the door.

Consequences

1. Verbal warning
2. Call Parents
3. Afterschool Detention and Contact Parents. Failure to attend detention results in In-School Detention.
4. Call parents and set up parent conference
5. Send to assistant principal's office with a referral.

Grading System

1. Daily homework 40% of grade
2. Tests and quizzes 40% of grade
3. 6 weeks test 20% of grade

Quizzes are weighted as 50% of a test. Quizzes can be over anything that has been covered in class.

The lowest grade I give any **completed** assignment is a 50. Any incomplete assignment is given a zero. Once a late assignment is completed, it will be assigned an automatic 50 with no chance to redo the assignment for extra credit. Any non-late assignments can be re-done if you are not satisfied with your grade for 20 points extra credit (not to exceed 100%). **You must redo the incorrect problems on a separate sheet of paper and staple to the top of the original assignment and turn into the redo folder.** If you do all assignments and redo any low grades, it is nearly impossible to have lower than a 70% in my class. There is no excuse for failing my class. Please do not ask for extra credit unless you have redone all your low grades.

Homework Policy

Students will be assigned homework almost every night. Some students may finish homework in class. If your homework is not finished in class, you are expected to finish it at home. After the third late assignment of the six weeks, no other late assignments will be accepted. **Homework assignments will always be accompanied by a homework slip.** There are very few nights that I will not

give a homework slip. Every night parents will be required to look over your homework and sign the slip stating that the assignment is completed with all work shown. Failure to complete homework on time will result in a **zero for the assignment, after school detention and the student will call his/her parent/guardian** from my classroom and explain to them why the assignment was not completed.

All assignments must be completed in full with all work shown. Skipping problems because you do not understand is not allowed. You must try every problem. Then I will help you with your questions in tutoring or class. **Calculators and "mental math" should not be used unless the lesson states otherwise.** All assignments turned in late will be given an automatic 50 unless I have a note from your parent.

Tests

Tests will be given over each area that we study. You may RETAKE any unit test that you make below 70%, **however:**

- You must come in for tutoring and completely correct your test and give a written response of why you originally missed the problem.
- The tutoring and retake must be completed within 5 days of receiving the test back.
- The retake must be completed during morning tutoring.
- 70% is the highest grade you can earn on a retake.

You will have a six weeks test at the end of the first, second, fourth and fifth six weeks. You will have semester exams at the end of each semester, unless you are exempt.

Tutoring

Students may attend tutoring anytime they need. Tutoring is **Monday through Friday 7:45 to 8:10** in the morning. Tutoring is in my room. (You do not need a pass or note to attend, so just show up when you need help.) I recommend that you use the tutoring facilities anytime you do not understand a lesson or you were absent for the assignment. It is not recommended that a student show up with a lot of work to do in tutoring. Tutoring is designed to help you with the few questions you did not understand. If you cannot get to school for tutoring because of the bus schedule please ask me for an early bus pass that will get you to school much earlier.

Absences

Being at school is essential to maintaining high grades. If you are absent, you have as many days as you were absent to make up the work. After the set number of days the assignment will be considered late and be given a zero. **Make-up work is YOUR responsibility at all times. With 125 students in my class, I cannot keep up individual absences and assignments.!**

Notes/Letters from Friends

Do not write, read or pass notes in my classroom under any circumstances! If I see them, they become mine and you will serve 2 days of afterschool detention.

For Parents

Please check for homework slips every night. Even if we do not have homework, your child will have a homework slip. All work must be turned in with their homework. If they can not show you their work, please do not sign their slip. Calculators are not used by students but feel free to check over their work with one. Feel free to look over, discuss, and help your child with his/her homework. If you are unsure how to help them, please refer to their notes or have them attend morning tutoring. If your child does not do his/her assignments please expect a phone call. If you leave me a message and I do not respond within two days, please feel free to call the office and ask them to direct a call to me. I understand that emergencies happen, so if for some reason your child can not do his/her homework please send me a quick note or email (agillespey@flourbluffschoools.net) requesting more time to do the assignment. This is the only excuse I will accept for your child not being prepared.

Things to remember:

1. You must do **every** homework problem even if you do not understand it completely. This way I know you tried. An unfinished assignment will not be accepted. Even if it's one problem.
2. The **ONLY** excuse I accept for not being prepared for class is a note/e-mail from your parents.
3. You may redo any assignment for 20 extra points. If you need extra credit, redo any missed problems on a homework assignment. Make sure it's done on a separate sheet of paper.
4. If I say or do something that offends you, please let me know as soon as possible, so we can rectify the situation.
5. I want you to be successful. I will not give up on you. Don't give up on yourself.

I have read and understand these policies and procedures, and I agree to abide by them to the best of my ability.

Students Name (printed) _____

Student Signature: _____

I have read the policies and procedures above and agree to help my child abide by them.

Parent's Name (printed): _____

Parent's Signature: _____