

PARENT ACKNOWLEDGEMENT FORM FOR SYLLABUS

August 16, 2016

Dear Parent/Guardian, and student, welcome to my class at Cypress Bay High School!!!

My name is Mr. Maldonado and I will be your child's math teacher. I am planning to have a great year with our class, and I want to make the most of your child's mathematics experience. I consider very important that you take a moment to review the course syllabus, classroom rules and consequences that is attached to this letter. Please review it with your child.

If you would like to reach me, the easiest way would be through email and I will get back to you as soon as I can. Also, to follow up on your child's academic progress, the best way is by using the Internet and logging into **Pinnacle** (Broward County Schools' grading and attendance system), and refer to my personal web for important links and the academic calendar that shows the daily activities covered in class.

Please provide me with your email address and/or phone number where you can be reached in case I need to contact you about your child through the form at the end. **Please fill the information as an acknowledgement of the information provided here, and return to me. This counts as part of the first assignments for your child.**

****Very important**, please support your child with the supplies needed for class (syllabus)

Thank you for your cooperation.

Kind regards,

Mr. Ariel Maldonado

ariel.maldonado@browardschools.com

www.Mr-Maldonado.com

Syllabus – Mathematics

Mr. Maldonado

CYPRESS BAY HIGH SCHOOL

Email: ariel.maldonado@browardschools.com

Web portal: www.Mr-Maldonado.com

Recommended supplies (Please get these supplies as soon as possible!!)

- A **3 ring binder of minimum size 1-1/2 inches** to keep the class material (handouts, notes and completed assignments).
- Loose-leaf paper (graphic paper recommended for the graphs)
- Pen, pencils, eraser**
- Scientific calculator** (*recommended model: TI-30 XA-Texas Instruments*)
- Suggested: **Pouch** to keep this supplies in place
- Contribution of a ream of 20-lb copy paper is welcomed so I can assist you better printing the worksheets, grades, study guides and other material, instead of you.

Class Notes and classwork

Students are required to take notes on a daily basis. Notes usually include definitions, formulas, procedures, and example problems. Keeping things neat and organized in the binder will prove to be beneficial. Warm-ups may be given at the beginning of the class and are part of the note taking, and other classwork at any time, and they are designed to reinforce previously learned concepts and to help students prepare for doing the homework and for school tests or State Standardized Testing.

Homework assignments

Homework will be assigned on a daily basis students and students are responsible to complete all assignments. To receive full credit on homework, you must:

- Attempt every problem beyond copying the problem given, literally every problem.
- Show work when appropriate.

Homework will be handed to me as soon as getting into the classroom while called for attendance!

Quizzes

Students may be given **pop quizzes** (not on calendar or planned), **regular quizzes** and/or **super quizzes** (that cover more chapters than a regular quiz, like mini tests) marked on calendar. Vocabulary related to the lessons may be part of the quiz, and therefore, the note taking process is very important.

Tests

Upon completing lesson chapters/modules, a test will be given and assigned on the Calendar. Reviews may be made prior to testing, but if absent on the reviews, it is not an excuse for not taking the test.

Make-up work

Make-ups are allowed if the student has an excused absence from class on the day of the assignment, quiz or test. **Being absent is not an excuse for not doing the work**, and should be completed and handed back as soon as coming to class, so be ready to make up the work as soon as coming back. Missing work will be graded as a zero. Homework completed for the next class will be up to a 50% for unexcused absences. Exams and Quizzes have to be completed within the next 2 classes and **it is your responsibility to come to me**, not in regular class, on a Study Hall period. Unexcused absences will lead to take the examination at a **grade not higher than 60%**.

Grading Policy

Grades will be entered in Pinnacle and will be determined by percentage conformed by the following categories:

*** HOMEWORK	25%
*** GRADED PRACTICE (Notes, classwork, regular Quizzes)	15%
*** TESTS & SUPER QUIZZES	60%

When a student is absent, a grade of “Z” will be entered (Zero % is calculated into the average) until the assignment is completed with respect to the makeup policy. If you see an “X”, it does not calculate into the average, no need to do anything.
CHEATING = ZERO!!!! (and if others involved, for both the supply and demand)

Classroom Expectations

- Be seated and ready to begin learning when entering the classroom
- Raise your hand to ask questions and/or make comments
- All required materials should be with you and ready to use each day
- All assignments are to be completed in pencil, with all work shown and most of the times on a separate paper, not on the questionnaire.
- No drinks, or food that may create a mess on the desk
- Water fountain and bathroom break: one at a time
- Pack up and leave when the bell rings, not before (wait for my dismissal)
- Respect everyone in the class and their property
- In general, follow the county and school wide rules (refer to Code of Student Conduct, like no personal use of cellular phones in class: i.e. texting).

Failure in the above guidelines may lead to the following:

- Verbal warning (Behavior Warning-red card)
- Phone confiscation (Phone violation, confiscated by me or Security staff)
- Phone call home
- Detention
- Referral to the behavior specialist and assistant principal

Online Material

-My website: www.Mr-Maldonado.com

-Grades and attendance: Pinnacle (Broward Schools online web application).

-Assignments, classwork/homework, calendar: Indicated in **my website** or directly in:

PLANBOOK (legacy):

www.planbook.com, sign in (select **student view**), enter on **teacher's email:**
ariel.maldonado@browardschools.com, **student key:** maldonado

CANVAS: (to be announced)

-Enroll to **REMIND.com** for important reminders (2 options to be registered):

- Download the app in your phone and look for Cypress Bay, Mr. Maldonado and your class period!! **OR**

- From your mobile phone, text to **81010** a message code which is indicated in my website or in class.

Just remember that all important information is always on my calendar of events website and you should not rely just on reminders from me.

***To review a missing class go to the website and get to the calendar section, and watch the videos, activities, classwork and/or homework!**

PARENT ACKNOWLEDGEMENT FORM

(Counts for assignment grade)

RETURN THIS PAPER--Due by: _____

Fill out and return this form to Mr. Maldonado, your math teacher.

My parents and I have read and discussed the course syllabus and expectations for Mr. Maldonado's class.

PERIOD: ____ SUBJECT (Course): _____

Student Name

Parent/Guardian Name (1)

Parent/Guardian Name (2)

Parent Contact Phone number (1)

Parent Contact Phone number (2)

Parent Contact email (1)

Parent Contact email (2)

Parent/Guardian Signature

Student Signature