

Mr. Chen's Math Class Policy / Syllabus

Dear parents,

Thank you for enrolling your students in Our Lady of the Gulf Catholic School. I appreciate the opportunity to work and grow with your students in the coming school year. This letter is to inform you my expectation for your students' learning in my classes and the policy for assignments, tests, and tutoring.

Classroom Expectations:

Students are expected to do the following in my classes:

- a. Participate class activities,
- b. Ask questions and ask for help,
- c. Complete assignments with effort and turn them in on time, and
- d. Preview new lesson before class.

Lesson Plan:

Each Monday I inform students the lessons I have planned for the week. They write down the assignments on their planners as well as the day for the test. Please check your child's planner daily for assignments, test, and / or any change of the lesson plan.

Math Assignments:

Math assignments weight 50 percent for 4th grade, 40 percent for 5th, 6th, 7th grade math, and Algebra I. There are four assignments per week. There are fifteen problems assigned per assignment. Fifth through eighth grade students may solve the "Early Finishers" problem for extra credit for each assignment. The highest possible score is 105 per assignment. Students are expected to grade their assignments themselves in order to see their mistakes and re-learn the skills. A student who failed to make the passing grade will write the correction as an extra assignment in order to recover credits for the assignment.

Math tests:

Math tests weight 50 percent for 4th grade, 60 percent for 5th, 6th, 7th grade math, and Algebra I. There is a math test every two weeks. Tests are usually scheduled on Fridays. The highest possible score is 105. The best way to prepare for the test is to fully understand the assignment and learn from the mistakes made in the assignments. A student who failed to make a passing grade is required to take a re-test which covers the same concept as the original test.

Late assignments:

Assignments are due the day after they are assigned unless a specific due date is announced. Incomplete, pencil-whipped, or messy assignments will be rejected and considered late. Students who turn in an assignments one day late will lose ten points for being late. Assignments turned in two or more days late receive a zero.

Extra points:

Extra points are provided in each assignment and tests. Students should earn extra points on their daily assignments and the tests. I do not offer special project for extra credit.

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Tutoring:

I encourage students to ask questions and get help during the classes. In addition, I am available to help students each morning from 7:30 to 7:50 in my homeroom.

Should you have any questions, please contact me by email at mrchen@olgmariners.org or call school office at 361-552-6140 and leave me a message. I will call you back as soon as I can.

“We are a Catholic educational community providing opportunity for growth in the Light of Christ”