Ms. Scully’s Math Class Contract

Class: Math Teacher: Ms. Scully E-mail: cscullystclare@gmail.com

**Dear Students, Parents, and Guardians,**

I would like to welcome you to an exciting new year at St. Clare Catholic Academy. My name is Ms. Scully and this is my second year at St. Clare’s. I am so excited for all this year will bring! Our goals should be to strive for excellence and success. In order to achieve these goals, we must make ourselves familiar with expectations in the classroom. Both students and parents should have a clear understanding of the classroom rules and regulations, and the proper materials required for success!

**The Rules and Regulations of this classroom are:**

* Students have to be in their seats, ready to work, at the beginning of the period.
* Students must come to class prepared with the proper materials (planner, notebook, binder, folder, calculator, pencil, etc.)
* Students must complete the “Do Now” assignment at the beginning of the class. If you are finished before the start of the class, you may read a book silently.
* Homework will be assigned most nights. **LATE HOMEWORK WILL NOT BE ACCEPTED.**
* The student is responsible for filling out a “missing homework” sheet when homework is not completed.
* The restroom may only be used at the beginning of class. Once instruction begins, there will not be any use of the restroom except for emergency circumstances. This will ensure that you will not miss any instructional activities.
* All electronic equipment (cell phones, iPods, iPads, etc.) must be turned **off** and left in the lockers. If any electronic device is seen during class, it will be **taken away** and will have to be retrieved in the office.
* Students are expected to be **respectful** and **courteous** to the teacher and to his or her peers during class discussions and activities. This includes not talking out of turn and raising your hand if you wish to speak.

**Academic Etiquette:**

* Cheating will not be tolerated on any assignment or assessment. It will result in both parties receiving a zero on the assignment or assessment and a conference with their parents.
* The students will be creating an interactive math notebook which will be kept in the classroom. This notebook is expected to be completed and neat. The student is responsible for keeping the math notebook organized.
* Be an active learner (take notes, ask questions when confused, seek extra help when needed)

**Assignments:**

* Homework is to be completed and handed in on time; failure to do so will result in a zero per assignment towards your homework grade. Homework cannot be made up. After 3 missed assignments, a parent will be notified.
* Each homework assignment will be collected and/or reviewed at the beginning of class. Homework is expected to be honestly attempted.
* All students will be issued a ten punch homework card to be used in all classes. You will receive a stamp on your card for every completed homework assignment. Completed homework punch cards will be placed into a raffle at the end of every month in which 3 homework passes will be given away.
* Homework passes can be used for any daily homework assignment not being collected unless otherwise stated by me.
* **Absences –** You are responsible for all assignments missed during absences. Check my website at scullymath.weebly.com and set up a homework network with a friend for missed assignments while absent. Upon your return to school, due dates for missed assignments and make-up exams will be decided on by me.

**Grading Policy:**

* 30% Tests
* 20% Quizzes
* 15% Homework
* 15% Classwork
* 10% Participation
* 10% Notebook – Notebook will be checked every Friday.

**Discipline Policy**

* Monthly, students will receive a colored, stamped card. Each student is to have their card on them at **ALL** times.
* Students will receive a hole punched in the card for violation of the “Code of Conduct”
* In order to participate in Positive Reward Day, a student must not exceed 5 holes per month. Any student who serves a detention, is suspended, or loses their card is exempt from Positive Reward Day.

Parental involvement is a crucial component of a student’s academic success. As a result, I am asking students to take this letter home to their parents or guardians for it to be signed and returned no later than **Thursday, September 10, 2015.**

Once again, I am so excited for this year and for working with you! If you have any questions at all, please feel free to contact me by e-mail at cscullystclare@gmail.com or leave a message for me through the main office at (718)528-7174.

**Sincerely**,

Ms. Scully

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**\*\* TO BE RETURNED BY THURSDAY, SEPTEMBER 10th \*\***

**Student Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Student’s Signature and Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent/Guardian Signature and Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_