Mrs. Hutton 7th Grade Pre-AP Mathematics Syllabus and Classroom Expectations

Contact Information

Email: jhutton@ems-isd.net
Phone: 817-847-5143 ext. 5282
Room #: 243 Highland Middle School

Supplies

- Math Binder (for notes - can be kept in room or taken home and brought back each day)
- Notebook paper/scratch paper daily
- Pencil daily
- 4 AAA Batteries (for calculators)

**Note: Students need to keep organized and may need supplies not listed here in order to do so (multi-subject binder, homework folder, etc.) Students should utilize an organization method that has worked in the past.

For the classroom: (Optional but MUCH appreciated)

- Dry Erase Markers
- Tissues

Classroom Rules

In order for our class to run as smoothly as possible, I simply ask all students to be polite, organized, and punctual (POP).

• Be polite: This rule includes respect of school rules, school/individual property and, most importantly, respect for others.

• Be organized: Students are responsible for coming to class prepared.

• Be punctual: Highland’s tardy policy will be enforced and consequences will be given in accordance with that policy with parent contact.

Tutorials:

Tuesdays, Wednesdays, and Thursdays 7:45-8:20 in the math lab
After school tutorials by appointment. Please feel free to contact me if you have any concerns for your student as the year progresses.
Grading Policy:
EMS-ISD grading policy (accessible on district webpage) will be used.

Late Work: Late work will be accepted, but with penalties in accordance with the EMS-ISD grading policy.

Corrections: Students may make corrections to assignments in accordance with the EMS-ISD grading policy. I am available during tutoring times to help students make corrections or students may make corrections from home with a parent or guardian. Corrections are to be done on a separate sheet of paper and stapled to the assignment to receive credit.

Absences & Make-up Work: The EMS-ISD guidelines concerning make-up work will be followed. Make-up work is the responsibility of the student who has an absence. The student must check with me regarding make-up work on the day he/she returns to class. Students have a time equal to days absent from class plus one day to complete all missed assignments. Make-up tests will be administered before/after school. Zeroes will be given for any required make-up work not turned in. Advisory/Focus IS NOT a guaranteed time for me to be available to assist students, have them work on work, etc. for many reasons. Please do not count on that time for individual help or assistance. Math lab, AM tutoring, or after school tutoring by appointment is the best time to seek help. If you have any questions about this, please speak with me.

Progress Reports and Report Cards: Progress reports will be distributed every six weeks at the end of the third week to all students. Report cards are given out during advisory or focus each six weeks. Parents may also monitor grades through Skyward Family Access.

I encourage you to contact me with any questions or concerns about your child’s progress. Early intervention is the key to success if you feel your child is struggling in math. The best way to reach me is by e-mail jhutton@ems-isd.net and I am also available by phone 817-847-5143 ext. 5282. Please encourage your child to speak to me any time he or she has a question about the topics we are covering in class. No question is too small and I enjoy hearing from every parent and student during the school year.

Thank you for being an active participant in your student’s education!

Sincerely,

Jennifer Hutton

Students, please return the bottom portion to me by Friday, August 26th so I can be sure to have the most accurate contact information for you. You may keep the rest of the syllabus for reference throughout the year.

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Student Name_______________________________________________________________

Parent/Guardian Name_________________________________________________________

Email______________________________________________________________________

Phone______________________________________________________________________

Parent/Student Signatures ____________________________________________________________________