

**TMECHS**  
**Instructor's Syllabus**  
**2013 - 2014**

**I. Course and Instructor Information**

COURSE: Algebra II

PREREQUISITE: Algebra I credit

INSTRUCTOR'S NAME: Mr. Guzman

CLASSROOM: C-120

EMAIL: mguzman@episd.org

TMECHS Phone Number: (915) 832-4270

**II. Text and Materials**

A. Required Text (Provided)

Holt's *Algebra II 2007*, Texas Edition

B. Materials

3-Ring Binder, paper, pencils. (Required)

**III. Course Requirements**

A. Grading Scale

<u>Average Grade</u>	<u>Letter Grade</u>
90-100	A
80-89	B
75-79	C
70-74	D
0-69	F

B. Evaluation

1. **Homework – 20% of total grade:** To include all work done in preparation for assessments: Notes, Participation, Class-work, and Homework. It needs to be complete, organized, neat, and in the format outlined in class.
2. **Quizzes/Test - 70% of total grade:** To include all assessments done individually in class.
3. **End of 9 Weeks Exam – 10% of total grade:** Cumulative assessment at the end of each 9 weeks.

**C. Make-up (Excused Absence)****Homework:**

It is your responsibility to check the Assignment/Calendar Board or me for handouts. You have the same number of days to complete the assignment as you were absent.

**Quiz/Test:**

It is the student's responsibility to make arrangements with the instructor if unable to attend class the day of the test. The make-up exam will be administered at the convenience of the instructor. **A grade of zero (0) will be given if the exam is not taken and/or arrangements are not made to take the exam.**

**D. Redo (Grades below 70)****Homework:**

No redo is allowed for homework. Tutoring and extra practice will be available.

**Quiz:**

You are required to redo a Quiz or part of it to increase your grade when you score below 70 percent. You are encouraged to redo a Quiz when you score below 90 percent. No "Redo" is allowed on a score of 90 or higher.

**Test:**

No redo is allowed for test.

**E. Grade Book**

The following codes may be used in the grade book:

**U** – Unexcused Absence

**E** – Excused Absence

**L** - Late

**CH** - Cheating

**DNP** – Did Not Participate

**NHI** – Not Handed In

**OMT** – Excused

**F. Electronics**

No use of any electronics devices will be allowed in the classroom. Only electronic devices authorized by the school/district are allowed to be used during class time.