



Welcome to Geometry Austin-East High School

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1. Teacher Note: Welcome to Geometry at Austin-East Magnet High School. I am excited to work with each of you and look forward to helping you in achieving your goal to graduate high school and become successful young adults. At the same time, I hope to help you develop an appreciation for Math and its workings. This syllabus will provide you with the necessary information that you need to be successful in this course. It includes course goals, expectations and requirements to assist everyone in achieving mastery on the TNReady exam. Please review all information that is provided. Then sign and return the final page by the end of the week. If you have any questions regarding any of the information you have been given, please feel free to contact me at the above email address or phone number.

GENERAL INFORMATION

2. Course Description: A survey of the fundamental and advanced concepts of plane geometry and the related topics in three dimensional geometry, coordinate geometry and transformational geometry. The course begins with necessary introductory vocabulary and continues with algebraic and geometric proofs based on an axiomatic system. Applications of the theorems are inter-mixed to help the student grasp an understanding of how geometry is used in different careers and everyday life. Algebra is utilized extensively in this course. The goal of this course is to attain a score of proficiency or better on the TNReady exam for county credit. Successful completion of this course will prepare students for further work in Algebra II.

3. Prerequisite:

Algebra I with grade of "C" or better recommended

4. Knox County Curriculum Standards:

Please refer to the Knox County Mathematics Curriculum for Geometry.

<http://knoxschools.org/Page/5818>

5. Tennessee State Curriculum Standards:

http://www.tn.gov/assets/entities/education/attachments/std_math_geometry.pdf

INSTRUCTION

6. Skills Covered: Throughout this course, students will explore the properties of various geometric figures such as lines, segments, angles, polygons, and circles. These properties will be used to solve problems, applied to real-world problems, and used in the logical arguments of proofs. Students will also use these properties in the construction of geometric figures and concepts.

7. Required Materials:

- 3-ring binder (1 $\frac{1}{2}$ inch) or comp notebook
- Loose-leaf/lined paper
- Pencils with erasers
- 12 inch ruler, compass, protractor
- Colored pencils
- Textbook
- Calculator

A Note:

We will use calculators throughout this course. I will have a class set of calculators. However, there are not enough to be checked out for use with homework. If you are going to purchase a calculator, I recommend the TI-83 Plus or the TI-84 Plus Silver edition. If this is not possible, I highly recommend a scientific calculator. Scientific calculators can usually be purchased for under \$10.

8. Course Fee: The course fee for all mathematics classes is \$10.

9. Resources:

Textbook: Tennessee Prentice Hall Geometry

Film Clips: Throughout this course, students may view film clips directly related to their study. All audio-visuals will comply with Knox County guidelines. Possibilities include clips from the following:

*United Streaming *yourteacher.com *teachertube.com *Khan Academy *IXL.com

10. Technology: Austin-East has selected to emphasize the school-wide use of interactive multi-media sources in order to enhance one-to-one technological instruction in the classroom and beyond. In an effort to support academia, the geometry department has opted to specifically use 3-D Gamelab, Canvas, Zaption, and Subject related Youtube videos as all-in-one solutions for the synchronized use of iPads & Chromebooks in the classroom. This is being done to make lectures & behavior management more engaging through interactive multimedia presentations, activities, and assessments. With these sources, teachers can create mobile presentations, engage students in class, and assess them in real time. Throughout the entirety of this course, teachers will deliver their existing content through mobile (iOS or Android) devices and get instant feedback from students through interactive features like polls, quizzes, practice activities, and supplemental instruction.

Aspen - Aspen is the new gradebook program for Knox County Schools. It provides teachers, students and parents' access to student grades.

Canvas & 3D Gamelab - Both Canvas & 3D Gamelab are learning management systems which will provide instructors with a way to create and deliver content, monitor student participation, and assess student performance. Using this system, I will be able to post all lectures, notes, and assignments online for unlimited access.

Zaption - Zaption is an application that will allow students to interact with video lessons as well as provide a means for assessing student understanding.

11. Internet Usage: Students are allowed to use computers and ipads for class-related material unless a parent provides a written request stating that they do not want their child to do so.

ASSESSMENT

12. Skills Assessment: A mix of both formative assessments (classwork, quizzes and notebook checks) and summative assessments (tests and projects) will be utilized. All turned in work will be for a grade.

13. Grading Policy: Grades are calculated using total points. Rubrics will be used for projects and group assignments. These will be provided to the student when the assignment is given. You may access grades on Aspen which will be updated at least once every week.

The following grading scale will be used for this class:

	Percentage
Final Exam/TNReady	25%
Summative Assessments (Unit Tests)	30%
Formative Assessments/Bellringers (Quizzes)	20%
Modulework/Classwork	15%
Projects/Notes	10%

TNReady: TNReady is the state's new and improved TCAP test for math and English language arts in grades 3-11. It will provide you better information about your student's progress. The new TNReady/TCAP tests are designed to assess true student understanding, not just basic memorization and test-taking skills. TNReady will measure students' understanding of our current state standards in English language arts and math.

14. Grading: Grades are calculated using total points. Knox County Grading Scale will be used. It is recommended that to be successful, students strive to maintain an 75% in the class at all times. Students with grades below 70% should make an appointment and come to tutoring after school at least once a week until the grade improves.

Knox County Grading Scale	
Grade	Percentage
A	93 - 100
B	85-92
C	75-84
D	70-74
F	Below 69

15. Attendance & Make-up: Attendance is very important in order to pass this class. If you are tardy or not present, you miss valuable learning opportunities and end up playing "catch-up." The simplest solution; attend class and be on time. However, if you are tardy or absent, make-up will need to be done. Students should make an appointment to come to after-school tutoring to discuss the missed work. Inquiries should not be made in the middle of the current days' lesson as students will be required to complete current work during class time. Knox County policy states that students have up to 3 days after an absence to inquire about makeup work. All work must be submitted no later than 5 days after an absence in order to receive full credit. Students participating in field trips or sporting events need to make arrangements prior to missing class to make up work. Please be aware that cutting or leaving class without permission is a blatant unexcused absence and will result in an automatic write-up, phone call home, & loss in opportunity to make up missed work.

16. Late & Missing Work: All work should be turned in on time. Missing (M) assignments will be entered into the grade book as a zero. Late work will result in a loss of 50% of the grade. All work must be submitted by the date of the unit exam in which the material was covered. Students will not receive credit for any work submitted after the exam.

17. Make-Up Exams: All exams are to be taken on the assigned date. Refusal to take an exam will result in the loss of opportunity to make up the grade. In the event of an absence, it is the students' responsibility to schedule a make-up exam. If an exam is not taken by the time the grading period closes, the grade will turn into a 40%. AEHS Policy states work MAY NOT be made up after the close of the grading period in which it was assigned. In the event of extreme circumstances, please contact Ms. Shanks as soon as possible to discuss other options.

EXPECTATIONS

18. Class Conduct: Austin-East Magnet High School has very clear expectations for our students. These expectations set the stage for success in the classroom & in the work place. This includes being ready, being respectful, being responsible, and being safe.

1. **All students are to be kind to themselves, their peers, and teachers at all times.** This includes all verbal and non-verbal forms of communication such as body language, facial expressions, and tone of voice. This also includes any physical contact or treatment of others' materials and school property. Disrespect will be documented as insubordination. 3 documentations will result in a phone call home and write-up. Blatant and gross disrespect such as cursing or hostile behavior will not be tolerated and will result in removal from class, a phone call home, & automatic write-up.
2. **All students are to come to class prepared and on time.** All students are to enter and go to their seat quietly with sharpened pencils, notes, tissues, and paper. Students are to be working on the introductory assignment by the final bell. In the event that you need to leave your seat after the bell has rung, use correct procedure to get permission and move quietly so as not to disturb others. Students without permission to be out of their seats and who are not working when the bell rings will be documented as tardy. 3 documentations will result in a phone call home and write-up. It is the student's responsibility to get a note or email from a teacher, administrator, or counselor in order to be excused. In the event of a tardy, students are to enter class & go to the tardy desks without causing disruption. Disruptive entry will be documented as insubordination. 3 documentations will result in a phone call home & write-up.
3. **All students are to refrain from using electronic devices for non-class related activities.** Students are only permitted to use cell phones between classes & in the cafeteria in order to protect the sanctity of the learning environment. For this reason, a strict "OUT OF SIGHT, OUT OF HEARING" policy has been created. School ipads may only be used for instructional purposes when given permission to do so. *Parents are to contact students by way of the office.* Using and/or charging cell-phones in class as well as using ipads for nonacademic reasons will be documented as excessive use of technology. 3 documentations will result in a phone call home & write-up.
4. **All students are to refrain from sharing food or drinks in the classroom.** All food and drinks larger than a personal snack should be kept in the cafeteria in order to avoid disruption and unnecessary messes in the classroom. Students will not be allowed to use the vending machine during class time. Bringing anything more than an individual snack, sharing of snacks, requesting the use of the vending machine, and leaving a mess will be documented as insubordination. 3 documentations will result in a phone call home & write-up.
5. **Students are to be on task at all times & are to do all work to the best of their ability.** Upon getting permission to speak, all comments must be on-topic and at appropriate non-distracting times. Students are to follow all instructions and are to be seated and working on assignments as soon as you are asked. In the event that you need to leave your seat, use correct procedure to get permission and move quietly so as not to disturb others. If you finish early, review your answers, study, sit quietly, or read a book until given further instructions or dismissed by Ms. B-Shanks, not the bell. Any off-topic conversations/noise-making and off-task behavior such as sleeping when work isn't complete, not working on given assignments, not following directions, roaming, or horseplay that distracts other students will be documented as insubordination. 3 documentations will result in a phone call home & write-up.

19. Academic Integrity: Cheating/plagerism is an unacceptable behavior at AEHS. School policy requires that cheating result in a failing grade for the assignment. If caught a second time or cheating occurred on an exam, the student will receive a failing grade as well as an academic referral.

20. Rewards: Daily rewards will be given for good behavior in the form of AP. *AP can be used to purchase snacks, positive notes, assignment passes, extra credit, seat changes, documentation removals, and much more. AP is earned by following all class rules & procedures, placing your phone in phone jail, doing assigned classroom jobs, scoring proficient or advanced on exams, getting caught doing something good, and/or winning class review games. Earned and/or used AP can be viewed on Canvas.*

Documentations are a record-keeping tool used to keep track of student infractions. Documentations are NOT write-ups. However, if a student receives 3 documentations, a write-up will follow.

21. Entering the Classroom: Pick up the daily assignment. Enter calmly and quietly. Once you enter, go directly to your seat and complete the bellringer assignment. When you are done, fold it in half and place it into your group envelope. Once finished, prepare your notebook by filling in the table of contents, writing a title on the current day's notes, and preparing a c-note page.

22. Class Attention: When I need your attention, I will say "Give Me Five." When you hear this, you are to: 1) focus on me, 2) stop all talking, 3) put all items in your hands down, 4) stop all movement, and 5) listen. I will go through each step prior to giving directions or instructions. Not being focused, quiet, and still 5 seconds after step 5 is announced will be considered a class disruption & will be documented as insubordination. 3 documentations will result in a phone call home and insubordination write-up.

23. Floor to Speak: Because there are so many people, it's important that we take turns to talk during a lesson. If a red hand is on the board, you will need to get permission to speak by raising your hand and waiting to be called on. A green or yellow hand will indicate that you can speak freely as long as you continue to do your work.

24. Getting out of Your Seat: Getting out of your seat during a lesson can be disruptive. Refrain from doing so as much as possible. In the event that you need to leave your seat when the red or yellow hand is on the board, get permission by holding up 1 finger to get a tissue or to calm down. When given permission, quietly walk towards the back of the room rather than in front of your teacher or peers. Return to your seat in the same manner. This procedure should not be used to throw out trash. Keep all trash at your desk until the green hand is up or class has ended. The green hand will indicate that you can move freely as long as you quickly return to your seat to complete your work and are not distracting to others.

25. Bathroom Policy: The bathroom should be used during class change. However, emergencies do occur and you will be given 12 passes for the semester. *Prior to leaving on a bathroom pass, get permission by holding up 2 fingers. When given permission, quietly scan and fill out the class qr code. Take the hall pass with you and be out of the room no more than 10 minutes. When you return, be sure to sign back in. Only 1 student may be out of the classroom at a time. Not following correct bathroom procedure including continuously asking, not signing in or out, leaving when another student is out, extending one's time outside of the classroom, and/or using more than your 12 passes will be documented. 3 documentations will result in a phone call home and class-cut write-up.*

26. Turning in Work: Most work will be turned in online. Instructions on how to do so will be given during the lesson. However, exit tickets will be turned in daily. After completing your assignment, decide your level of understanding and turn your paper in to the appropriate file located by the door when you are dismissed. Work should not be submitted prior to being dismissed.

27. Calculators, IPADS, & Chromebooks: All technology should only be used for instructional purposes. When given permission to use the technology, only use your assigned calculator, ipad, and/or chromebook & only go to required sites. Also, refrain from entering any personal apple information. Prior to beginning any work, open the history & let me know of any inappropriate usage. When the attention signal is given, programs must be paused or stopped and ipads/chromebooks must be closed and face down on your desk. At the end of class, before completing your exit ticket, sign out of any programs that were used during class.

28. Nurse Policy: Students must request permission to see the nurse by holding up 3 fingers. When given permission, quietly scan and fill out the class qr code. Then, wait in your seat until the nurse calls. *Continuous asking about seeing the nurse will be considered a class disruption and will be documented as insubordination. 3 documentations will result in a phone call home and write-up. You must provide a signed note with the date and time from the nurse upon your return. Failure to do so will result in a class cut documentation. 3 documentations will result in a phone call home and class-cut write-up.*

29. Making Up Absent Work: In the event that you are absent, quietly check the absent notebook before or after class. Look for the date you were absent, your name, & the information missed. This can be found at the front of the binder. Then go to the correct divider & take any handouts that are there. Complete any online work and submit it within 5 days after your absence. Also, turn in paper assignments to the absentee tray on my desk within 5 days after your absence. Be sure to write the date that you are turning in the assignment at the top of your paper.

30. Calming Down: In the event that you need to de-stress during class, you may use a calm down technique. Most can be done at your seat as long as they are non-distracting to others. You will need to get permission by using the "Out of Seat" procedure for those things that require you to get out of your seat. You may then go to the calm down area for 5 minutes. Set the timer and quietly complete the activity that you've chosen. Return all materials at the end of 5 minutes and quietly go back to your seat.

31. Requesting Earned Rewards: In order to place a request for a reward that you would like to purchase, you may click on the reward link on your Canvas home screen when the green hand is on the board. You may also make purchases before or after class. Fill in and submit the document. Rewards will be given within 2 days of submission.

32. Exiting the Classroom: Be aware that the bell is indication to me that class should be ended. It is not a signal for you to pack up. Prior to dismissal, we will summarize the lesson for the day. I will signal that it is time to pack up. Once you have packed your materials, you are to quietly finish the exit ticket & then wait quietly in your seat. I will call you by group to turn in your assignment. Quietly turn in the exit & leave for your next class.

33. Consequence Cards: Students will be given a green consequence card as a warning for non-blatant policy infractions. If infractions continue after a card has been given, the card will be turned over as a 2nd warning. Continued policy infractions will result in a documentation. 3 documentations will result in a phone call home and write-up.

COMMUNICATION & INTERVENTION

34. Communication Strategy: The best way to reach me is by email at vivat.bangurashanks@knoxschools.org. I check my email several times a day and will respond within 24 hours. You may also call Austin East Magnet High School at 865-594-3792 and leave a message. The best time to speak to me directly is during my plan period, from 2:50-3:50pm. Finally, feel free to leave me a note in my mailbox if you'd like to let me know about something during class. If it's really important, hand the note directly to me.

35. Intervention Strategy: I am available for tutoring. Please see me or email me in advance to schedule a day and time to meet during power hour or after school for tutoring or extra help. This is also a great time to make-up assignments or to retake exams.

36. Alternate Assignments/Activities: If you do not approve of a specific resource listed in this syllabus, please make your request to me in writing along with a suggestion for an alternative assignment and/or materials. The request should include parent's name, the student's name, the specific activity/materials in which you do not want your child to participate or to which you do not want them exposed, the nature of your objection, your suggestion for an alternate, as well as a parent signature.

SCHEDULE

37.

Tentative Pacing Guide:

Module 1: Preparing for Geometry (12 days)

Module 2: Understanding Transformations (8 days)

Module 3: Triangles and Triangle Congruence (13 days)

Module 4: Similarity (6 days)

Module 5: Quadrilaterals (8 days)

Module 6: Trigonometry (7 days)

Module 7: Circles (12 days)

Module 8: Extending to Three Dimensions (8 days)

Course Reviews and Final/TNReady Exams

**Information provided in this syllabus is subject to change in order to accommodate students' needs. Revised 8/3/2016*

I have received, read, & understand the Policies and Procedures Manual for Geometry

(Please submit the attached form or scan the qr code and fill out the information online)

Student name (print) _____

Signature _____ Date _____

Parent name (print) _____

Parent signature _____ Date _____

Email _____

Phone# _____



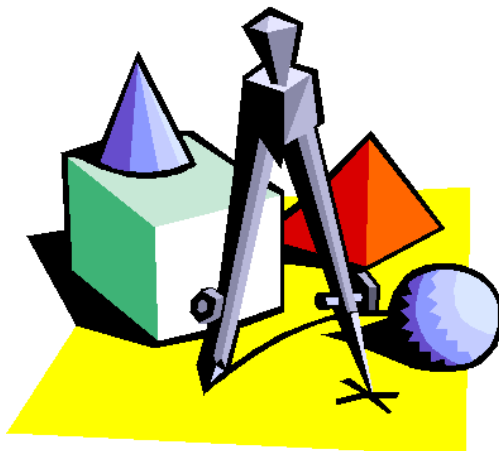
CLASSROOM JOBS AND DESCRIPTIONS

JOB	JOB DESCRIPTION	QUALIFICATIONS	SALARY
Materials Manager	This student retrieves, passes out, and returns all needed materials including notebooks, calculators, ipads, and supplies to their group.	Students who apply for this job must: <ul style="list-style-type: none"> • Be dependable • Have good attendance • Be able to work efficiently and quietly • Be able to take inventory & submit requests in a polite & respectful manner 	3 AP
Attendance Secretary	This student will write the name of absent students in the absentee binder and places needed handouts for each absent student in the binder.	Students who apply for this job must: <ul style="list-style-type: none"> • Be dependable • Have good attendance • Have neat handwriting • Be able to take good notes • Have good verbal communication skills to be able to explain assignments to absent peers 	3 AP
Mail Clerk	This student is responsible for sorting and passing out exit tickets to each group. This student is also responsible for delivering paperwork to other teachers or to the office, ISS, etc. They are also responsible for retrieving materials from outside of the classroom.	Students who apply for this job must: <ul style="list-style-type: none"> • Be dependable • Be trustworthy • Have good attendance • Have the ability to exercise discretion with class materials • Be able to work efficiently and quietly • Have time management skills • Friendly personality • Good communication skills 	2 AP
Administrative Assistant	This student is in charge of appropriately answering the phone as well as taking and delivering messages. “Mrs. Shanks’ room, This is...How may I help you?”	Students who apply for this job must: <ul style="list-style-type: none"> • Be dependable • Have good attendance • Have a good speaking voice • Have good phone etiquette • Has neat handwriting • Has good written and verbal communication skills 	2 AP
Scheduler	This student is responsible for updating the class schedule at all locations in the classroom.	Students who apply for this job must: <ul style="list-style-type: none"> • Be dependable • Have good attendance • Be able to work efficiently and quietly with little direction 	3 AP

Students are paid weekly for each job. Apply online at <http://goo.gl/forms/hn0wUlsIPP16zne92>

GEOMETRY 2016-2017

POLICIES & PROCEDURES



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