Dear Parent/Guardian/Student,

Introduction: My name is Mr. Larva, and I will be your son or daughter's Algebra I teacher this school year. The purpose of this letter is to supply you with information pertaining to the content of the course, the grading policy, and the expectations of your student.

Course Outline: Algebra is the branch of mathematics that contains the language through which we describe patterns. This language will be used to create algebraic expressions which can be used as powerful tools in real life situations. In an effort to achieve mastery of this subject we will cover the following topics: Expressions and equations – Graphing – Linear equations and their graphs – Functions – Exponents and radicals – Polynomials – Quadratics. Within each topic we will stress the idea of representing the concepts in multiple ways i.e. via graphs, tables, sets, and equations. Connections will be made to real life situations as well as within the discipline of mathematics.

IBMYP OBJECTIVES AND ASSESSMENT CRITERIA

The objectives state the specific targets that are set for learning Mathematics. They define what the student will be able to accomplish as a result of studying Algebra. These objectives encompass the factual, conceptual, procedural and metacognitive dimension of knowledge and are directly related to the assessment criteria. Together, these objectives reflect the knowledge, skills and attitudes that students need in order to use Mathematics in a variety of contexts, perform investigations and communicate Mathematics clearly.

Knowing and Understanding promotes learning mathematics with understanding, allowing students to interpret results, make conjectures and use mathematical reasoning when solving problems in school and in real-life situations.

Investigating patterns supports inquiry-based learning. Through the use of investigations, teachers challenge students to experience mathematical discovery, recognize patterns and structures, describe these as relationships or general rules, and explain their reasoning using mathematical justifications and proofs.

Communicating encourages students to use the language of mathematics and its different forms of representation, to communicate their findings and reasoning effectively, both orally and in writing.

Applying Mathematics in Real-life Contexts provides an opportunity for students to identify relevant elements of authentic real-life situations. Select appropriate mathematical strategies for the situation. Explain and describe the accuracy of a solution and whether it makes sense in the context of the authentic real-life situation.

Required Material
The students is required to bring a notebook to class each day. This notebook will be graded periodically. Additionally, it is the student's responsibility to bring a pencil or pen to class every day.

Grading policy
Homework 10%
Classwork 15%
Tests/Quizzes 50%
Participation 15%
Writing 10%
Homework will be given daily and is due on the next school day. 
Classwork consists of individual and group work activities. 
Tests/Quizzes: Will be given regularly for lessons and units 
Participation: Observations during pair share, presentations and attentiveness 
Writing: Reflections, mastery problems, and exit slips 
Bonus/Extra credit: There will be no opportunities for bonus or extra credit.

Make-up work: It is the student's responsibility to obtain any notes missed and obtain respective homework. They will have one day to complete the assignment.

Communication: The best way to contact me is via email: dlarva1@pghboe.net. If you do not have access to email, then call the school at (412) 622 – 5980, and I will return your call.

Expectations
• You will need to come to class prepared every day. You must bring your text book, a pencil, calculator, agenda book, and your own notebook.
• Complete homework assignments on a daily basis.
• Come to class on time and sit in your assigned seat. Attendance is essential to success in this course.
• Absolutely no food or drink, except water.
• Communication occurs best if all others are listening while one person is talking.
• Raise your hand and wait to be called on, do not shout out answers. Allow all students time to think about the questions/problems. Extend the same courtesy to others that you would expect yourself.
• Cell Phones, iPods, etc. are to be turned in, in the morning. If your device is on or visible it will be turned into the main office and a parent will have to recover the device.
• You are expected to be an active participant in the learning environment. This includes taking notes, asking and answering questions, completing classwork, and helping classmates.
• Do your own work, cheating will not be tolerated. This includes homework and all parties involved will receive a '0' for the assignment and an office referral.

When these rules are not followed, the following consequences will be applied

1. Verbal warning and loss of class participation points
2. Phone call home
3. Conference with parent or guardian
4. Referral to office

In conclusion, I feel privileged to have the opportunity to educate your child, and look forward to working with you.

Sincerely,
Donald Larva
Mathematics teacher
Barack Obama Academy of International Studies

Approved: Yalinda Colbert, Director