



Math Department Protocols & Policies

The policies and protocols outlined here have been adopted by the RMHS Math Department and have been approved by the RMHS Administration. All teachers in the department will enforce/follow them.

GRADING

1. Grading Scale (*This is the PSUSD adopted scale.*)

A+ 97 and above	B+ 87-89	C+ 77-79	D+ 67-69	F 59 and below
A 94-96	B 84-86	C 74-76	D 64-66	
A- 90-93	B- 80-83	C- 70-73	D- 60-63	

- ☐ Grades are based on overall percentages and scores accumulated throughout the semester.
- ☐ The final grade is not the average of the two quarter grades.

2. Credit

- ☐ Per district policy, students who earn a D- or better will receive five credits per semester. Those who earn an F will receive no credits.

3. Grading Categories

- ☐ All RMHS math teachers will follow the grading category breakdown below. Each teacher will use their discretion to determine the breakdown within each grading category for their classes.
 - ☐ Homework 20%
 - ☐ Classwork 20%
 - ☐ Assessments 60%

4. Teacher Gradebook

- ☐ Teachers will update the electronic grade book every week.
- ☐ Teachers may update more frequently.
- ☐ Students are responsible for monitoring their grade via the electronic grade book.
- ☐ Teachers may, at their discretion, print out and post grades in their classroom.

STUDENT WORK

1. Cheating

- ☐ All students must display academic integrity and honesty by completing their own work.
- ☐ Students caught cheating or contributing to cheating will be disciplined by the RMHS discipline policy as outlined in the RMHS handbook.

2. Late Work

- ☐ All assignments are due the period of the due date as specified by the teacher.
- ☐ No late work will be accepted after the due date, except by teacher discretion.
 - ☐ Assignments turned in late will lose credit as specified on teacher's syllabus.
- ☐ Students who miss class for scheduled school activities (sports, ASB, performing arts, clubs, etc.) must meet the same assignment deadlines as other students.

3. Make-Up Work:

- ☐ Students are given one school day for each day they are absent to make up work.
- ☐ Work submitted after the appropriate allotment of days will be scored according to the late-work policy.
- ☐ Students are responsible for getting make-up work from their respective teachers.
- ☐ Make-up work must be completed outside of class time.
- ☐ Students who miss class for scheduled school activities (sports, ASB, performing arts, clubs, etc.) must meet the same assignment deadlines as other students.

4. Extra Credit:

- ☐ Students are given ample opportunities to achieve success through the completion of homework, class work, tests, quizzes, projects, participation and other activities. Any extra credit given is at the sole discretion of the teacher and may not exceed 5% of the student's total grade average.

HOMEWORK

1. Homework will be assigned by every teacher: frequency and quantity is up to the discretion of the teacher.
2. Homework may be graded based on completion or based on accuracy. This will be determined by the teacher.
3. Homework can be assigned from the textbook, workbook, a handout, online or other forms outlined by the teacher.
4. Students are expected to write the problem, show appropriate work, and clearly state the solution. A paper showing no work will not be accepted. The teacher will decide whether the work is legible and complete, and may ask for an assignment to be redone for clarity and/or completeness.

CALCULATORS

1. Scientific Calculators

- ☐ Students enrolled in Geometry and Algebra 2 are required to have a scientific calculator. They are an essential tool for success in both of these courses.

2. Graphing Calculators

- ☐ Students enrolled in Pre-Calculus, Statistics or higher are required to have a graphing calculator. They are an essential tool for success in higher level mathematic and science courses in high school and college.
 - ☐ Students in Algebra 2 are highly encouraged to purchase their own graphing calculator if they plan on pursuing higher level math courses.
- ☐ Students unable to purchase their own graphing calculator may check out a school calculator and return it prior to the end of the school year. There are limited supplies available.
- ☐ A graphing calculator is a valuable and recommended investment for those students who plan on pursuing higher level math and science courses at RMHS and college. Please see the math department webpage or your math teacher for more details.