Welcome to MCA class! The purpose of this course is to cover material required by the College State Standards and provide you with a robust understanding of Math for College. Following a few simple, but strict guidelines will ensure your success in this class. PLEASE note this course will be taught on a blended platform utilizing Online and Class Assignments. With your partnership, I look forward to making this a great school year!

Textbook:
COLLEGE PREP ALGEBRA 2E UPDATE

Course Requirements:

- You are expected to attend class regularly and on time.
- You will maintain an appropriate pace of the course. The calendar on CANVAS will be your guide in addition to each week’s modules. The majority of assignments will be discussion, assignment, labs/activities, and assessments (quizzes/DIAS tests/projects).
- You are required to have read required readings, participate appropriately, and complete module work on CANVAS. You should review your notes/study appropriately at home regularly.
- You will also maintain a math notebook. It is a spiral 9.5x11” notebook.

Materials:

- 9.5”x 11” spiral Notebook (college or wide ruled)
- Pens/ Pencils
- Colored pencils
- Glue sticks
- Personal pencil sharpener
- Personal (small) scissors
- Optional, but recommended: Tape, Index cards, headphones for computer, Lysol wipes/hand sanitizer

Grading Policy:

- The Volusia County grade scale will be used in determining your letter grade. Formative assessments are weighted at 40% which may include assessments such as classwork, quizzes, and activities. Summative assessments are weighted at 60% and may include tests, lab reports, and projects. The grading policy in my classroom is in conjunction with Volusia County Schools Secondary Grading Guidelines.

Testing:

Testing will be done as unit exams/DIAS. You are encouraged to review material from CANVAS course assignments, quizzes, and modules as well as your science notebook. In addition to exams, labs and
projects may also count towards summative assessments. Academic Dishonesty will be reported to Administration and further action may follow.

**Tardy and Absentee Policy:**

- After the bell rings the door will be locked, any students not present in the classroom will be marked as tardy. DHS tardy policy disciplinary action will be followed.

- All assignments will be due by scheduled due date. Most will be submitted online. Please keep track of assignments via the course calendar and weekly modules.

- If you are absent, it is YOUR RESPONSIBILITY to obtain any and all make up work. If you miss a lecture, you will need to get the notes from a classmate and set up a time to meet with me for any further explanation or tutoring. Alternate assignments may be given for any missed labs, but keep in mind that labs may be done in groups. The alternate assignment will be done for homework on your own. You have 1 day for each day absent to make up work. Stay up to date on CANVAS so you don’t get behind.

**Class Rules:**

1. Treat everyone with respect. This includes your peers, teachers, and most importantly yourself. Please respect the learning environment by keeping your area clean.

2. Be on time and in your seat when the tardy bell rings.

3. Stay seated.

4. Raise your hand and wait to be called on. Mute your microphone if online and not speaking.

5. Use inside voice to communicate during times of discussions.

6. Follow all safety procedures and teacher instruction. (This includes but is not limited to Lab Safety Contract, School Rules, COVID PPE/ social distance guidelines, bring your own materials, etc.)

7. Turn off and put away ALL electronics!!!! (UNLESS Used for BYOT)

8. FOLLOW ONLINE LEARNING ETIQUETTE (SEE CANVAS Homepage)

**Discipline Procedure/Consequences:**

- Warning

- Seat Re-assignment

- Student Conference

- Parent Contact

- School Disciplinary Referral

**There will be consequences appropriate for the rule or procedure that is broken, with a severity reflected therein. Order of consequences may not be followed or steps may be skipped.**
MCA Syllabus & Lab Safety Contract Acknowledgement

Mr. Bernal

Room: 14-209

Please sign and have your student return this page to class. It will be placed in your students’ class file. You may keep the rest of the syllabus for your own use. Thank you for your assistance and participation in your students’ academic future.

By signing below,

I acknowledge receiving and reading the MCA syllabus and lab safety contract.

I understand the policies, procedures, and requirements for successfully completing the class.

Please contact me if you have any questions or comments at any time during the school year.

Sincerely,

Mr. Bernal

______________________________ _____________________________
Parent/ Guardian Signature Student Signature

______________________________ ______________________________
Printed Printed

Please provide best form of Parent/ Guardian contact and/or any other pertinent information: