

Mr. Burkowski

**ACT Prep/Business Math
Room 124**

Welcome back to school. I am looking forward to a great year. We will be preparing for the ACT and working with mathematics required for math both in the business world and in everyday life. There will be no text book, will work on-line, with practice ACT items and other material related to the ACT. Students will work in groups and on their own.

Grade Scale	
93% to 100%	A
88% to 92%	A-
84% to 87%	B+
81% to 83%	B
78% to 80%	B-
74% to 77%	C+
71% to 73%	C
68% to 70%	C-
64% to 67%	D+
61% to 63%	D
56% to 60%	D-
less than 56%	E

To pass this class (receive credit for the semester) you must pass 2 of the 3 markings used to figure the semester grade. Each marking period will be worth 40% of the semester grade and the exam will be worth 20% of the semester grade.

If outside of the classroom help is needed, help can be obtained any day before or after school. If 24-hour notice is given, I can make arrangements to be to school 30 minutes before school starts or up to an hour after school almost any day during the school year.

Brown City also provides after school help in the computer lab on Tuesday and Thursday from 7:30 – 8:00 (before school) and from 3:15 until 4:15 (after school). A Brown City teacher will always supervise these labs. Students will have graphing calculators and computers available for use. The lab may be closed if there is bad weather or if the supervising teacher has some other obligation they must attend.

Classroom rules:

- 1. Treat yourself, others, and the school with respect.**
- 2. Be prepared and on time for class and follow classroom procedures.**
- 3. No food or drink in class with the exception of water.**
- 4. Use only appropriate comments, language, and gestures.**

Classroom procedures:

- 1. When the bell rings students should already be in their assigned seat or engaged in some other activity related to this end (turning in an assignment, sharpening their pencil, etc.)**
- 2. All assignments may be corrected and resubmitted for full credit if full credit was not earned in the first attempt.**
- 3. A paper becomes late once completed papers have been returned to the other students. This means most papers will be due 3 or 4 days after they have been assigned. Due dates will be posted for all assignments. Incomplete work will NOT be accepted.**
- 4. Tests and quizzes may be retaken. The new test or quiz grade will be calculated by taking the average of the two scores. Each test or quiz may be retaken once. Before any test or quiz is retaken the test must be corrected and the student must show understanding of missed problems. This is done before or after school with the teacher. The test then may be retaken during directed study or at any other arranged time.**
- 5. The progress self test at the end of each chapter may be done before the test on that chapter for EXTRA CREDIT. This is the only extra credit offered in this class, no exceptions.**