February 1, 2016

Dear Parent or Guardian,

I have returned from my extended maternity leave and am very excited to be back at Albert G. Prodell Middle School. I am certain we will have a very productive and successful remainder of the school year. I have extremely high expectations for my students and will work with each of them to achieve their full potential. As you know, Algebra is a high school level class that culminates in June with the NYS Regents exam. Having taught this subject matter for many years, I understand that the required curriculum can be quite demanding. I look forward to working with your child to help them master the material necessary for their success.

Please be reminded of the Mathematics Department grading policy:

**A. Homework**

a. Homework will be assigned 3 to 5 days per week and will be due the next school day unless otherwise stated.

b. Absent students are responsible for all missed work. This includes getting a copy of the day’s notes.

Nightly homework assignments and class notes are posted daily on my website: **Losquadro.weebly.com**

c. Unexcused late homework will NOT be accepted.

**B. Grading**

a. Quizzes, tests, projects, and collected work that receive a numerical grade will be averaged together to evaluate the Quarter Grade.

b. Cumulative Review Assignments will be given out weekly. They are distributed on Mondays and are due EVERY FRIDAY. These are 10-point assignments.

c. The final grade for the course is computed based on the student’s Quarter 1, Quarter 2, Quarter 3, Quarter 4, Midterm and Regents grades. Each quarter is weighted at 20% of the final grade. The Midterm and Regents grades are weighted at 10% each.

Please feel free to contact me at any time to discuss your child's progress. I can be reached via email at [llosquadro@swr.k12.ny.us](mailto:llosquadro@swr.k12.ny.us) or by phone at (631) 821-8210 during school hours. If you or your child would like to sign up for reminders from me regarding tests and assignments please see attached sheet from “Remind”.

As I would do at the traditional start of the school year, I ask that you fill out and return the attached sheet to confirm receipt of this letter and the content thereof. I am looking forward to an engaging and fruitful following five months.

Best regards,

Lynn Losquadro

I have received the welcome letter dated February 1, 2016 from Mrs. Lynn Losquadro

**Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Parent/Guardian Names: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Home Phone # (\_\_\_\_\_) \_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Cell/Work Phone # (\_\_\_\_\_) \_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_\_\_\_ for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Cell/Work Phone # (\_\_\_\_\_) \_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_\_\_\_ for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address :** [\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_@\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.\_\_\_\_\_\_\_\_\_\_\_](mailto:__________________________@_________________.___________)

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**Parent/Guardian Signature**