EE Portfolio Reviews for a-g Algebra 1A with B. Cover: Policies and Procedures

(adapted from [CWCS EE Portfolio Reviews Minimum Requirements](#))

These procedures apply to EE oversight for the following a-g Math courses:

Algebra 1A

Drop Dates - Permission from EE will be needed prior to dropping a student from this class after the following

Drop Dates:

Sep 3, 2025

Jan 23, 2026

Effective Educator (EE): Beth Cover, CWCS Math Instructor

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1) General Requirements & Expectations:

- The course must follow the UC approved curriculum/course outline
- A minimum of **one hour per week must be direct instruction** with tutor and/or parent
- Students must submit at least 4 assessments during the semester
  - The EE will provide the assessments to ensure alignment with standards covered on the final exam
- a-g students will be required to take a proctored final exam (parents may not proctor the final)
- Students must meet the guidelines below for curriculum, attendance, and portfolio assignments

2) Curriculum & Pacing Guide

- For all a-g math portfolio reviews, students will be responsible for demonstrating mastery of the material through the assessments provided by the EE. It is encouraged that students follow the EE's pacing guide to ensure they are prepared for these assessments, including the final exam.

- See [CWCS Master Class Syllabus](#) for more information
- All a-g portfolio reviews must follow the UC approved curriculum/course outline and adheres to the current CA state standards. The assessments for this course will be based on **Modules 1-10** of the following approved a-g text:
    - ***Algebra 1 Analyze, Connect, Explore,*** Houghton Mifflin Harcourt, 9780544206991

3) Grading

- The EE will determine the overall course grade and enter it in SIS by the report card deadline.
- The overall grade will be determined according to these categories and weights:
    - 10% Attendance/Mondyly Check-Ins
    - 25% Portfolio Assignments (Main tests and quizzes)
    - 25% Short Module Quizzes
    - 40% Final

Attendance/Check-Ins

- Students must check in with the EE at least 5 times during the semester. During each check-in, students may be asked to submit questions, discuss recent learning, participate in additional learning activities, and receive feedback on submitted assignments. The first check-in will take place shortly after the student has been enrolled in a portfolio review. No Giraffes may complete your check-in for you.
- Check-ins will account for 10% of the student's overall grade.
- The student should complete their check-in with the EE by the 10th of each month (excluding August and January).   should be submitted via Google Forms, as provided by the EE:
    - Sept. 10
    - Oct. 10
    - Nov. 10
    - Dec. 10
    - Feb. 10
    - Mar. 10
    - Apr. 10
    - May 10

~~ES Progress Report~~ - Replaced by Short Module Quizzes

Worth 25% of your final grade
Found in Modules in Canvas

Portfolio

- At least five assignments will be collected for each student. The final assignment is a final exam.
- The assignments are specific to each math course. The assignments will be given by the EE and posted on the class page. It is ultimately the ES's responsibility to be sure these assignments are being submitted.
- The assessments will cover the following topics (see attached EE Pacing Guide for a break-down of standards):
    - **Assignment 1: Modeling with Exponential Functions**
    - **Assignment 2: Statistics and Data**
    - **Assignment 3: Polynomial Expressions and Equations**
    - **Assignment 4: Quadratic Functions**
    - **Assignment 5: Final Exam**

Final Exam

- The EE will give specific instructions about submitting the final exam before the end of each semester.
- As per a-g guidelines, the final exam must be proctored by CWCS staff.
- The EE will provide a study guide for students to review for the final exam.
- a-g Math Finals will be held on **Monday, December 8** (First Semester) and **Tuesday, May 11** (Second Semester).

Fall 2025 Tentative Pacing Guide
(daily assignments subject to change - check Canvas regularly)

LP	Week 0 8/11 - 8/15	Lessons, Topics & Standards	Instructional Activities
	Monday	*School begins on Monday 8/11/25*	❏ Make sure you have your textbook and other materials. ❏ Set up a student account with Desmos.com
	Tuesday	*Lesson 11.1: Exponential Regression*	
	Wednesday	*(S.ID.6b)* *Lesson 11.2: Comparing Linear and Exponential Models*	
	Thursday	*(F.LE.1)*	❏ Lesson 11.1 Independent Practice

	Friday		❏ Lesson 11.2 Independent Practice Friday - Mandatory Orientation @ 9:30AM
	Week 1 **8/18 - 8/22**	**Lessons, Topics & Standards**	**Instructional Activities**
	Monday	***Take Module 11 Quiz by 8/23*** ***Lesson 12.1: Two-Way Frequency Tables*** *(S.ID.5)* ***Lesson 12.2: Relative Frequency*** *(S.ID.5)*	❏ **Module 11 Quiz (Main Assignment)** ❏ Lesson 12.1 Independent Practice ❏ Lesson 12.2 Independent Practice
	Tuesday		
	Wednesday		
	Thursday		
	Friday		
	Week 2 **8/25 - 8/29**	**Lessons, Topics & Standards**	**Instructional Activities**
	Monday	***Lesson 13.1: Measures of Center and Spread*** *(S.ID.2)* ***Lesson 13.2: Data Distributions and Outliers*** *(S.ID.3)* ***Lesson 13.3 Histograms*** *(S.ID.1)*	❏ Lesson 13.1 Independent Practice ❏ Lesson 13.2 Independent Practice ❏ Lesson 13.3 Independent Practice ❏ Short Module 13 Quiz
	Tuesday		
	Wednesday		

	Thursday		
	Friday		
Week 3 9/1 - 9/5	**Lessons, Topics & Standards**		**Instructional Activities**
	Monday	*No School-Labor Day*	
	Tuesday	***Lesson 13.4: Box Plots*** *(S.ID.1)* ***Lesson 13.5: Normal Distributions*** *(S.ID.2)* **Take Unit 3 Test by 9/5**	❏ Lesson 13.4 Independent Practice ❏ 9/3 - Add/Drop Date ❏ Lesson 13.5 Independent Practice ❏ **Unit 3 (Modules 12-13) Test**
	Wednesday		
	Thursday		
	Friday		
Week 4 9/8 - 9/12	**Lessons, Topics & Standards**		**Instructional Activities**
	Monday	***Lesson 14.1: Understanding Polynomials*** *(A.APR.1)* ***Lesson 14.2: Adding and Subtracting Polynomials*** *(A.APR.1)* ***Lesson 14.3: Multiplying Polynomials by Monomials*** *(A.APR.1)*	❏ Lesson 5.1 Independent Practice ❏ **9/10 Monthly Checkin Quiz in Canvas** ❏ Lesson 5.2 Independent Practice ❏ Lesson 5.3 Independent Practice
	Tuesday		
	Wednesday		
	Thursday		
	Friday		

	Week 5 9/15 - 9/19	Lessons, Topics & Standards	Instructional Activities
	Monday	***Lesson 14.4: Multiplying Polynomials*** *(A.APR.1)* ***Lesson 15.1: Factoring Polynomials*** *(A.SSE.2)* ***Lesson 15.2: Factoring x^2+bx+c*** *(A.SSE.2)*	❏ Lesson 14.4 Independent Practice ❏ Short Module 14 Quiz ❏ Lesson 15.1 Independent Practice ❏ Lesson 15.2 Independent Practice
	Tuesday		
	Wednesday		
	Thursday		
	Friday		
	Week 6 9/22 - 9/26	Lessons, Topics & Standards	Instructional Activities
	Monday	***Lesson 15.3: Factoring ax^2+bx+c*** ***Lesson 15.4: Factoring Special Products*** *(A.SSE.2)* ***Lesson 16.1: Solving Quadratic Equations Using Square Roots*** *(A.REI.4b)*	❏ Lesson 15.3 Independent Practice ❏ Lesson 15.4 Independent Practice ❏ Short Module 15 Quiz ❏ Lesson 16.1 Independent Practice
	Tuesday		
	Wednesday		
	Thursday		
	Friday		
	Week 7 9/29 - 10/3	Lessons, Topics & Standards	Instructional Activities

		Lessons, Topics & Standards	Instructional Activities
	Monday	*Lesson 16.2: Solving $x^2+bx+c=0$ by Factoring* *(A.SSE.3a)*	❏ Lesson 16.2 Independent Practice
	Tuesday	*Lesson 16.3: Solving $ax^2+bx+c=0$ by Factoring* *(F.IF.8a)*	❏ Lesson 16.3 Independent Practice
	Wednesday	*Lesson 16.4: Solving $x^2+bx+c=0$ by Completing the Square*	❏ Lesson 16.4 Independent Practice
	Thursday		Office Hour Available - Email to check times
	Friday		
Week 8 10/6 - 10/10		**Lessons, Topics & Standards**	**Instructional Activities**
	Monday	*(A.REI.4a)Lesson 16.5: Solving $ax^2+bx+c=0$ by Completing the Square* *(A.REI.4a)*	❏ Lesson 16.5 Independent Practice
	Tuesday		
	Wednesday	*Lesson 16.6: The Quadratic Formula* *(A.REI.4a)*	❏ Lesson 16.6 Independent Practice
	Thursday		❏ **10/10 Monthly Checkin Quiz in Canvas**
	Friday		
Week 9 10/13 - 10/17		**Lessons, Topics & Standards**	**Instructional Activities**
	Monday	*Take Unit 4 Test by 10/17* *Lesson 17.1: Translating Quadratic Functions*	❏ **Unit 4 (Modules 14 - 16) Test** ❏ Lesson 17.1 Independent Practice
	Tuesday		

	Wednesday	*(F.BF.3)* ***Lesson 17.2: Stretching, Compressing, and Reflecting Quadratic Functions*** *(F.BF.3)*	❏ Lesson 17.2 Independent Practice
	Thursday		
	Friday		
Week 10 10/20 - 10/24		**Lessons, Topics & Standards**	**Instructional Activities**
	Monday	***Lesson 17.3: Combining Transformations of Quadratic Functions*** *(F.IF.7a)* ***Lesson 17.4: Characteristics of Quadratic Functions*** *(F.IF.4)*	❏ Lesson 17.3 Independent Practice ❏ Lesson 17.4 Independent Practice ❏ Short Module 17 Quiz Part 1
	Tuesday		
	Wednesday		
	Thursday	*No School*	
	Friday	*No School*	
Week 11 10/27 - 10/31		**Lessons, Topics & Standards**	**Instructional Activities**
	Monday	***Lesson 17.5: Solving Quadratic Equations Graphically*** *(A.REI.11)* ***Lesson 17.6: Solving Systems of Linear Equations*** *(A.REI.7)* ***Lesson 17.7: Comparing Linear, Quadratic, and Exponential Models*** *(F.LE.3)*	❏ Lesson 17.5 Independent Practice ❏ Lesson 17.6 Independent Practice ❏ Lesson 17.7 Independent Practice ❏ Short Module 17 Quiz Part 2
	Tuesday		
	Wednesday		
	Thursday		
	Friday		

	Week 12 11/3 - 11/7	Lessons, Topics & Standards	Instructional Activities
	Monday	*Lesson 18.1: Piecewise* *Functions* *(F.IF.7b)* *Lesson 18.2: Absolute Value* *Functions* *(F.IF.7b)* *Lesson 18.3: Transforming* *Absolute Value Functions* *(F.BF.3)*	❏ Lesson 18.1 Independent Practice ❏ Lesson 18.2 Independent Practice ❏ Lesson 18.3 Independent Practice ❏ Short Module 18 Quiz Part 1
	Tuesday		
	Wednesday		
	Thursday		
	Friday		
	Week 13 11/10 - 11/14	Lessons, Topics & Standards	Instructional Activities
	Monday	*Lesson 18.4: Solving Absolute* *Value Equations and* *Inequalities* *(A.REI.3.1)*	❏ Lesson 18.4 Independent Practice ❏ **11/10 Monthly Checkin Quiz in** **Canvas**
	Tuesday	*No School-Veterans Day*	
	Wednesday	*Lesson 19.1: Square Root* *Functions* *(F.IF.7b)*	❏ Lesson 19.1 Independent Practice
	Thursday		
	Friday		
	Week 14 11/17 - 11/21	Lessons, Topics & Standards	Instructional Activities
	Monday	*Lesson 19.2: Transforming*	❏ *Lesson 19.2: Transforming Square*

	Tuesday	***Square Root Functions*** *(F.BF.3)* ***Lesson 19.3: Cube Root Functions*** *(F.IF.7b)*	***Root Functions*** ❏ ***Lesson 19.3: Cube Root Functions*** ❏ ***Short Module 19 Quiz***
	Wednesday		
	Thursday		
	Friday	*No School-Thanksgiving Break*	
Week 15 **11/24 - 11/28**		***Thanksgiving Break***	
Week 16 **12/1 - 12/5**		**Lessons, Topics & Standards**	**Instructional Activities**
	Monday	***Lesson 19.4: Transforming Cube Root Functions*** *(F.BF.3)* ***Take Unit 5 Test by 12/5***	❏ Lesson 19.4 Independent Practice ❏ Study for Unit 5 Test ❏ **Unit 5 (Modules 18-19) Test** ❏ Semester Review ❏ **Study for Final**
	Tuesday		
	Wednesday		
	Thursday		
	Friday		
Week 17 **12/8 - 12/12**		**Lessons, Topics & Standards**	**Instructional Activities**
	Monday	*A-G Finals This Week*	Math Final on MONDAY - Details to Follow

		Lessons, Topics & Standards	Instructional Activities
	Tuesday		**USE IXL for skill development - 30 min**
	Wednesday		**12/10 Monthly Checkin Quiz in Canvas**
	Thursday		**USE IXL for skill development - 30 min**
	Friday		**USE IXL for skill development - 30 min**
Week 18 **12/15 - 12/19**		**Lessons, Topics & Standards**	**Instructional Activities**
	Monday		USE IXL for skill development - 30 min
	Tuesday		USE IXL for skill development - 30 min
	Wednesday		USE IXL for skill development - 30 min
	Thursday		USE IXL for skill development - 30 min
	Friday	*Last Day of School*	USE IXL for skill development - 30 min