

PLEASE FILL OUT THIS PAGE AND RETURN TO MR. HOLCOMB
(You can find my contact information and full syllabus on
www.mrholcomb.com)

To the **STUDENT**:

NAME (please print): _____ PERIOD: _____

Please confirm that you have read and understand all these documents:

- Syllabus
- Classroom Procedures
- AHS Homework and Testing Policy
- Flex-spectations
- Academic Honesty Policy
- Donations

Signature _____ Date: _____

To the **PARENT** or **GUARDIAN**

Please confirm that you have read and understand all these documents. You can find my full syllabus on my website: www.mrholcomb.com

- Syllabus
- Classroom Procedures
- AHS Homework and Testing Policy
- Flex-spectations
- Academic Honesty Policy
- Donations

NAME (please print): _____

Phone number during school: _____

Phone number after school: _____

Signature _____ Date: _____

Does your student have any allergies or accommodations that you are aware of (see below)?

Allergies: _____

IEP 504 Plan

Anything I should know: _____

Syllabus

Instructor: Mr. Holcomb
 jholcomb@fusdk12.net
 (510) 796-1776 X57501
 The best way to reach me is through email.

Website: www.mrholcomb.com Please see homework assignments and print my class notes from this site.

Textbook: Big Ideas Math Algebra 2: Ron Larson and Laurie Boswell

Be Prepared: You will need a scientific calculator. I recommend the TI-30xiis for \$9.99 at Walmart. You may also want to purchase a Texas Instruments TI-83 or TI-84 Plus Graphing Calculator as well: \$88 at Walmart. I will be teaching some advanced features of this calculator as well. If you need assistance acquiring a calculator, please speak with Mr. Holcomb, your counselor, or your Assistant Principal.). Also, you will need pencils, and paper. In place of a wood pencil, I recommend a 0.9 mm mechanical pencil. You may also want graph paper.

Course Description: 10 credits /year Prerequisites: C- or better in both semesters of CC Geometry. Algebra II will focus on four critical areas: (1) relate arithmetic of polynomials and rational expressions to arithmetic of rational numbers; (2) expand understandings of functions and graphing; (3) synthesize and generalize functions and extend understanding of linear, quadratic, and exponential functions and their respective inverse functions; and (4) relate data display and summary statistics to probability and explore a variety of data collection methods

Grading:

Tests and Quizzes:	80%
Homework and Classwork:	20%

Grading scale:

A+	97-100%	B+	87-89%	C+	77-79%	D	60-69%
A	93-96%	B	83-86%	C	73-76%	F	<60%
A-	90-92%	B-	80-82%	C-	70-72%		

NOTE: D's are not recognized at the UC and CSU systems. If you are working below the C level after the 1st exam, please come and see me.

Keeping up: Lessons can be as short as one day, so if you miss a class it may be difficult to catch up. Here are some suggestions to help you with your learning:

1. If you need help make a Flex appointment
2. Complete all your homework and classwork assignments.
3. Don't be afraid to ask questions.

Classroom Procedures

Entering the classroom: Upon entering the classroom go directly to your seat and start the opener or warm-up activity. Please keep your back pack on the floor. If I am doing the second part of a lesson then I will begin as soon as the bell rings. Be ready when I begin!

Class dismissal: The school bell is for the teacher's use to monitor the progression of the period; it is not a timing device for students to anticipate their departure from the class. You are expected to stay in your seat until the teacher announces that class is over and you can leave. Class will not be dismissed until all material is cleaned from the floor.

Missed Work due to an absence: If you miss instruction days it is **your** responsibility to get the homework and find out what you missed. If you know in advance that you are going to be absent (i.e. field trip, family business, athletic contest, doctor's appointment, etc.), you may ask me for work that you'll miss.

Plagiarism: Plagiarism will not be tolerated. I will follow the school guidelines for this offence.

Bathroom Policy:

Students must sign in and out to use the restroom. Students may not use the restroom in the first and last ten minutes of class.

Classroom expectations:

- Please bring all required materials to class every day. They will not be provided.
- Please be prepared to start work when the bell rings.

Personal Behavior:

- Please be **respectful** of all people, as well as their property, at all times. Think of the Golden Rule: Treat others as you wish to be treated.
- No **cell phones** or other electronic devices.
- No **eating, drinking**, or chewing gum is allowed in the classroom.
- Appropriate **language** shall be used in this class.
- **Disruption:** I do not allow students to impede other classmates from succeeding. This is a college prep course and requires concentration and effort to succeed.

AHS Homework and Testing Policy

AHS Homework / Testing Policy

[Board Policy](#)

Homework

- Typically, the maximum amount of homework per non-weighted class (e.g., college prep courses) will be 100 minutes per week. Students can expect more time in some classes, such as accelerated, honors, and Advanced Placement courses. Incomplete classwork, due to a student's inefficient use of time, can become additional homework when not completed in class.
- Homework will not be assigned on a Friday and due on a Monday. Monday due dates are permitted if an adequate number of school days were provided. Homework will not be due on the Monday returning from break.
- For long-term homework and projects (longer than two weeks), teachers will do regular check-ins with students on progress towards completion. Long-term homework and projects should include verbal and written instructions.
- The homework expectations will be defined in each teacher's syllabus.

Tests, projects, and assignments

- Teachers will give clear and repeated reminders on the due dates of upcoming assignments.
- For an assessment that would require a full period, teachers will inform students five full school days before the test. For projects and large assignments, teachers will give clear deadlines at the beginning of the project when project assignments are due.
- Teach students to differentiate between tests and quizzes, since a three-minute quiz does not need as much attention as an hour-long exam.
- Each department will work towards developing a common syllabus with a consistent grade scale across similar courses.

Grades

- All staff agree that timely feedback is essential to learning and student growth. Adequate feedback from assigned work will be given prior to the assessment in order to assist student learning.
- Teachers will update grades at least every two weeks, with a minimum of one assignment, in order for students and parents to actively monitor progress. Teachers are encouraged to use Infinite Campus to communicate grades with students and parents.

Deadlines

- The deadline will be clearly stated for each assignment.
- In order to encourage students to get a full night sleep, teachers will set online submission deadlines no later than 10 p.m., if due outside of school hours.
- Students with excused absences will be allotted the same number of days of the absence to complete work.
- Students are expected to be proactive in communicating with their teachers about missing work as well as any questions about upcoming assignments, tests, and deadlines.

📖 Flex-pectations 📖

Flex Rules

1. **MUST** have an **appointment** for this class ⚠️

if you don't have an appointment you may not stay!!

2. Sign in before finding your seat 🙋

3. Engaged in academic work and/or enrichment 📝

4. Please keep your phones on silent and put away 📵

5. Respect Ms. Holcomb's rules, classroom as well as other students 🧑

✘ You will be asked to leave if you break these rules ✘

Academic Honesty Policy

American High School – Academic Honesty Policy

Statement of Philosophy

The primary goals of any educational institution should be to enhance the learning environment and to promote the pursuit of intellectual excellence. American High School believes it should reinforce the values of our democratic society, teach citizenship, and provide an environment conducive to ethical behavior. Our community believes that the school should maintain a climate in which honesty, courtesy, consideration, integrity and a concern for others are highly valued.

Cheating is an obstacle to achieving these goals. Factors that contribute to cheating include: pressure for grades, not enough time to finish all the required homework, students taking advantage of teachers who do not monitor their classes closely, unrealistic parent expectations, and inefficient study skills. None of these reasons makes cheating acceptable. In any of its forms, for whatever reason, cheating denies the value of education. Our teaching staff strives to put the importance of learning above the importance of grades and to convince students that their best efforts are all that anyone should expect.

Definition

Cheating is taking work, words, information, ideas, research, or documentation from an author or source without properly giving credit, without properly identifying the originator. It includes using unauthorized materials during assessment or other acts specified in advance by the teacher. The teacher's professional judgment will determine whether cheating has occurred. Students are reminded not to give the instructor cause to consider their actions to be in violation of academic honesty.

To avoid acts of academic dishonesty, the following list, which is not intended to be all-inclusive, delineates a variety of methods of cheating:

- Letting someone else see one's own or another's paper during an assessment.
- Looking at someone else's paper during an examination, test, or quiz.
- Using any kind of notes or study aides without explicit consent of the teacher.
- Talking with another student during an examination, test, or quiz.
- Copying work assigned to be done independently, or allowing someone else to copy one's own or another's work, including computer generated information and programs. Since individual teachers hold different expectations with regard to homework (i.e. some teachers encourage students to work together while other teachers may expect an assignment to be completed independently at home), it is the responsibility of the individual teacher to clarify to the student their expectations regarding individual assignments.
- Copying or closely paraphrasing sentences, phrases, or passages from an uncited source while writing a paper or doing research.
- Using electronic devices to take photos of examinations, tests, quizzes, or any independent assessment.
- Giving test information to other students.
- Submitting work, meant to be completed individually, using other students' contributions or the use of uncited AI-generated work
- Fabricating or altering laboratory data.
- Digitally altering performance audio or video recordings for submission when that is not part of the assignment.
- Having someone else do the work for you and then turning it in as your own.
- Hacking into any computer system to get the answers for any examination, test, or quiz.
- Hacking into a school computer system to digitally adjust a grade.

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- Using Artificial Intelligence to create or enhance one's work/language/ideas and misrepresenting it as their own actual knowledge or effort.

Consequences

Consequences for cheating are severe. They are school-wide and cumulative for all the years you attend American High School. These consequences are in accordance with the California Education Code 48900.

First Offense:

- It is recommended that the student receive no credit for the assignment.
- Teacher notifies the parent/guardian and administrator.
- A four-hour Saturday school detention is assigned.
- Administrative consultation is provided for student to find acceptable ways to meet course obligations.

Second Offense: (in any class)

- It is recommended that the student receive no credit for the assignment.
- Teacher notifies the parent/guardian and administrator.
- Student receives a one-day suspension.
- Administrative consultation with student and family is provided for reconsideration of course selections.

Third Offense: (in any class)

- It is recommended that the student receive no credit for the assignment.
- Teacher notifies the parent/guardian and administrator.
- The school report to colleges will reflect details of the pattern of academically dishonest behavior.
- Student receives a three-day suspension.
- If the academic dishonesty occurs in the same class for all three offenses, it is recommended that the student receive an F or No Credit for the semester grade.
- If the academic dishonesty occurs in different classes for all three offenses, all teachers of the student will receive a report on the pattern of student behavior.
- Student is referred to the Coordination of Services Team (COST) for credit recovery and to find appropriate ways to manage work for the remainder of the semester.

Teacher Responsibilities:

- Teachers will teach/review how to correctly cite information utilized from outside sources.
- Make academic honesty policy known to all students and parents/guardians through course syllabus, initial class meetings, and during Back-to-School Night and/or Parent Conferences.
- Clarify specific expectations for sharing during partner and group work versus individual tests, papers, and homework.
- Be fair to all students
 - Prepare students for and give notice of assignments and assessments
 - Be available to support students before work is due.
- Provide vigilant supervision during tests, quizzes, and exams.

Student Responsibilities:

- Organize to allow for adequate time to study for assessments and complete long-term or daily assignments.
- Take responsibility to find out what material will be covered on the test or quiz.
- During assessments
 - Ensure their paper cannot be seen by anyone else
 - Keep their eyes on their own paper

- Remain silent during the assessment and after they have finished.
- Keep electronics, notes and study aids put away unless authorized by the teacher.
- After the assessment, keep quiet about the content until all students have taken it.
- Work independently unless the teacher gives instructions to work with a partner/group.
- Use citations when directly quoting or paraphrasing others' work.

Parent/Guardian Responsibilities:

- Reduce the pressure for success at any cost. Give your student support even when their best effort doesn't earn the desired grade.
- Monitor deadlines for projects and upcoming assessments. Help your student plan a study schedule for major tests and exams.
- Provide a good study environment (a quiet workspace, good lighting, etc.)
- Help your student manage non-school based time commitments with their academic workload. Students should plan for study time as well as work completion.

Updated May 2023

Donations

MATH DEPARTMENT DONATION REQUEST

On behalf of the American High School Math Department, we are asking for your support through **voluntary** fundraising and donations to help cover the cost associated with each school year (i.e. office/classroom supplies, new technology, attending math conferences, etc.).

Please note, **voluntary** donations of any amount will be accepted and that your donation to our department is completely voluntary. No student will be denied any opportunity to participate in any classroom activities in the math department due to the amount of your voluntary donation or your ability/willingness to donate.

Should you wish to donate, please complete and attach the form below to your **voluntary** donation and have your student return it to their current math teacher.

Thank you in advance for your support and the American High School Math Department would like to express our sincere appreciation to the many students and families who have already contributed.

STUDENT NAME: _____ ID #: _____

CURRENT MATH TEACHER: _____

VOLUNTARY DONATION AMOUNT: _____ CASH/CHECK (circle one)

*Make checks payable to **FUSD-American High School** and on the memo line, please write **Math, your student's name, and ID number**.