

## COURSE INFORMATION & CLASSROOM POLICIES

**Have your parents/guardians sign this paper. Save it as a reference in your math notebook.**

Welcome! We are happy to be back and are ready for a great year. This year we are going to explore the mathematical world. Together we will expand your vocabulary and knowledge of the true universal language, math. This course continues to develop algebraic concepts in a rigorous and in-depth manner. In addition, the course introduces new topics including functions, inverses, complex numbers, logarithmic and exponential functions, conic sections, probability, statistics, and sequences and series. Applications are emphasized throughout.

The grades printed on report cards are the reflection of the work you produce. If you want better grades it is up to you to earn better grades through completing assignments, participation and improving test scores. Remember, I don't give grades, rather you earn grades. I will make myself available if you need during each class period and support periods. Do not wait till it is too late. I can be contacted by email if you or your parents have concerns.

Below you will find my policies and procedures that will be enforced throughout the year. Besides the OPHS rules listed in the Time-Tracker the following are rules for this class:

### CLASSROOM RULES

- ❖ Be in your assigned seat when the bell starts to ring.
- ❖ Bring all necessary materials to class daily.
- ❖ Avoid distracting behavior as:
  - ✓ Eating or drinking in class (water bottles are OK);
  - ✓ Talking without permission;
  - ✓ Sitting on the desk or walking over the desk;
  - ✓ Playing beauty shop (no lotion, makeup or nail polish);
  - ✓ Other actions at the teacher's discretion.
- ❖ Secure permission before leaving your seat.
- ❖ Have a pass when out of class during the period.
- ❖ Be dismissed by the teacher, not the bell.
- ❖ Be considerate and respectful to your teacher and fellow students.
- ❖ Leave your work area neat for the next group.
- ❖ **ANY FORM OF ELECTRICAL DEVICE THAT IS NOT PERTAINING TO EDUCATION IS PROHIBITED IN CLASS.**

**IMPORTANT:** Infraction of the above policies will result in points deducted from your study skills grade.

### DISCIPLINE STEPS:

- ❖ 1st infraction: Warning AND deducting 5 points skill grades
- ❖ 2nd infraction: Contacting parents/guardians AND deducting 5 points skill grades
- ❖ 3rd infraction: Office Referral

### GRADING POLICY

Grading Scale:

- 89.5% - 100% A
- 79.5% - 89.4% B
- 69.5% - 79.4% C
- 59.5% - 69.4% D
- Below 59.5% F

### Academic grades:

- ❖ Tests: 50%
- ❖ Quizzes: 15%
- ❖ Homework, classwork, study skills grade: 15%
- ❖ Final Exam: 20%

### STUDY SKILLS GRADES:

Each student starts with 50 points. Points will be added by:

- ❖ Participating intelligently and courteously in classroom activities.
- or deducted if any of the following occur:
- ❖ Infraction of the policies in Classroom Rules section
  - ❖ Having several unexcused tardies, unexcused absences, etc.

### ACADEMIC HONESTY

There is ZERO tolerance to copying, stealing, or giving homework, tests, and/or other assignment answers. Do not allow others to copy your work, because you are enabling them to fail. If you copy or allow someone to copy your work, expect a ZERO for that assignment.

### HOMEWORK

Homework will be assigned and checked each day that the class meets. Most problems require multiple steps including recall of formulas, graphs and algebra steps. If work is not shown, mistakes cannot be found and corrected. Understanding problems will lead to better quiz and exam grades.

### Homework Scores:

- ❖ Complete and on time assignments:  
**5 points**
- ❖ Incomplete homework/work and/or diagram not shown: **0 point**

- ❖ Homework quiz with work shown clearly:  
**5 points**

### MAKE-UP POLICY

Learning a lesson or scheduling a make-up time for a test/quiz that you have been absent for, can be very stressful. Try your best not to be absent from school.

In case that an absence is not avoidable, then you are responsible for learning the lesson you have missed and attending support periods for help. The lesson won't be retaught! It is your responsibility to turn in your missing work including homework and classwork.

In case you miss a test/quiz, they CANNOT be taken during a lesson. It is your responsibility to attend support periods to make it up.

Tests and quizzes must be made up **within 5 school days**. Homework and classwork must be made up **in 2 days** after returning to school. If a test, quiz and/or assignment is not made up during the appropriate window it will be scored 0.

**IMPORTANT:** If you are present on the day of a quiz/test you MUST take it, unless you have missed the IMMEDIATE INSTRUCTION day for an excused absence. **Review days are NOT counted as instruction days.**

### SUPPLIES

- ❖ Papers, Pencils and erasers
- ❖ Binder with 4 dividers with loose lined and graph papers (**recommended**)
- ❖ colored pencils/markers/pens, ruler and highlighters, (**recommended**)
- ❖ Charged chromebook

These standards are established actually for *your* benefit. You have a **constitutional right to a quality public education without disruption.**

**Parent/Guardian:**

Name: \_\_\_\_\_

Signature and Date: \_\_\_\_\_

**Student:**

Name: \_\_\_\_\_

Signature and Date: \_\_\_\_\_

Only district-approved AI platforms compliant with student data privacy regulations are allowed in our classroom (e.g., Magic School AI). In order to avoid confusion or inadvertent misuse of AI, at the beginning of each academic year (or semester if a semester course), I will provide students and parents with written instructions about whether I allow the use of GenAI in my class (for all, some or no assignments.) This information will be shared through course syllabus, and students and parents shall be asked to acknowledge and agree to the AI policy via electronic or physical signature.

For each assignment or project where students will be allowed to use AI, I will clarify both orally and in writing the scope and purposes for which AI may be used, and the consequences for violation (e.g., 50% credit). I will use good faith efforts to have consistent, fair, and equitable policies and consequences within my class regarding the use of AI and shall use good faith efforts to coordinate with other teachers teaching the same class to develop consistent policies and consequences for the use of AI. I will guide and monitor student use of AI, ensuring that it aligns with the District's Student Acceptable Use guidelines and policies. ([BP4040 Employee Use of Technology](#), Use of Artificial Intelligence, Guidelines and Protocols #3)

If I suspect that a student has used AI in violation of this policy or against my AI use policy or written instructions for an assignment, I will give the student an opportunity to demonstrate that the use of AI was in accordance with my AI use policy and written instructions for the assignment. If, after the student has been given an opportunity to explain, and I determine that AI was used against the instruction given, the student may be referred to the principal or designee for academic dishonesty ([BP6163.4 Student Use of Technology](#), Use of Artificial Intelligence, Guidelines and Protocols #7)

**Important Note:** Students' work on assignments or homework that is not permitted or allowed by me will be a violation of my classroom AI policies.

### **Student Pledge for AI Use (for use in grades 5-12)**

As a student of Oak Park High School, I pledge to:

1. Use AI in the classroom or on class assignments only (a) in compliance with this policy, (b) in accordance with the teacher's written policy for AI use for their course/class, and (b) in accordance with the teacher's specific written instructions and use expectations for a particular assignment or project, including but not limited to, which AI platform(s) will be allowed or prohibited.
2. Seek clarification from my teacher if their AI use policy or written instructions with respect to the use of AI for a particular assignment is confusing or unclear.
3. Cite the use of AI on schoolwork like any other source and will not submit GenAI-assisted work as my own.
4. Not rely on AI as a fact-checker to confirm my work or research. I acknowledge that AI may not always provide accurate or up-to-date information.
5. Use AI tools ethically, and understand that I cannot use AI to access, create, or display harmful, deceptive, or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs or interact with AI in a manner that supports any of the above.
6. Accept the consequences of unpermitted use of AI, including disciplinary action and/or legal action in accordance with the law and Board Policies.

By signing this pledge, I commit to adhering to these principles and understand the importance of ethical AI use in our school community.

**Teacher: Mrs. Yeganeh Gorji**

**There will be NO AI use allowed in ALL ASSIGNMENTS in our course.**

**Student Signature:** \_\_\_\_\_

**Period:** \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_