

Welcome to College Prep Biology! This course is designed to give students an overview of Biology and how it relates directly to the understanding of the workings of the living world. This course will consist of a number of lectures, laboratory activities, projects and assignments to help demonstrate the importance of the biological sciences.

Class Expectations:

Materials- The following are the recommended materials students will need every day in class. If the student/family is unable to provide these materials, please let the instructor know. A writing utensil (pen or pencil), paper, binder (see Keys to Success- Organization), completed homework, book, and any other materials needed for the day's lesson. Each student may also bring a set of colored pencils, which may be used during lecture, labs, etc.

Electronics- Cell phones and electronic devices should NEVER be visible in the classroom. If you carry a cell phone, you should be sure that it is off or on silent and have it put away at all times. Cell phones and electronic devices may not be present during quizzes or tests.

Classroom/Laboratory Behavior- I expect that you will have *Respect for Yourself, Respect for Others, and Respect for the Environment*. In addition, students must follow all rules and regulations outlined in the IHS Student Handbook. Most importantly, students are expected to behave in a safe manner during laboratories. Instructions and testing in laboratory safety will be given. If a student decides to behave inappropriately in the classroom/laboratory the following courses of action will be as follows:

1st Infraction- Verbal Warning

2nd Infraction- Teacher Detention and Parent Notification

3rd Infraction- Loss of Points, Administrative Referral and Parent Conference

Infraction during Laboratory- Loss of Laboratory Privileges, Loss of Points and Parent Contact

Any further disturbance will result in removal from the classroom. The instructor reserves the right to modify which course of action is to be taken, depending on severity of the student's actions and/or past history of misbehavior.

Tardy and Bathroom Policy- Students are expected to be seated and prepared with all your materials for class when the bell sounds. Each set of three tardies will result in a detention. Other related consequences are missed lab opportunities, poor test performance and ultimately a lowering of your grade. If a student must absolutely use the restroom, get an item from another class, etc. they will have 3 passes to use each quarter. If a student does not use their passes, they may be turned in for extra credit at the end of the quarter.

Grading Policy:

Grades- Each student's grades will be based on the scale below. All percentages are rounded up (89.5% is an A-).

> 102%	A+	89-88%	B+	79-78%	C+	69-68%	D+	< 59%	F
100-92%	A	87-82%	B	77-72%	C	67-62%	D		
91-90%	A-	81-80%	B-	71-70%	C-	61-60%	D-		

Breakdown of Grade- The following is a breakdown of the grade for each semester.

40% Daily Work – Classwork, Homework and Labs

40% Assessments – Formal Labs, Quizzes, Tests and Projects

20% Final Exam – A cumulative exam given at the end of each semester

Extra Credit- In general, there are no extra credit assignments given, however there will be a few opportunities to earn some extra points. A few examples are the occasional bonus test/quiz question, unused bathroom passes, exemplifying GROWL* in their daily activities, or completing approved additional work on a project.

Grit **Responsibility** **Optimism** **Worldliness** **Learners profile**

Academic Dishonesty- The IHS Staff and Administration strongly feel that cheating is a moral and ethical issue. We believe that integrity and effort are more strongly correlated with success in life than high grades alone. Although students will have the opportunity to work together, students will be clearly told when work is to be done individually. The policy for cheating will be strictly adhered to as described in the IHS Student Handbook. Any student caught copying homework, lab work, or answers to a test/quiz will receive NO CREDIT for that assignment. In addition, the parents/guardians will also be contacted. Successive or serious offences can result in a failing quarter grade and removal from the class. *In other words, it isn't worth it!!*

Absent/Late Work- Students have the same number of days absent to turn in missed assignments, for excused absences only. Work will be considered late if it is an unexcused absence. Late work is accepted for partial credit, BUT only up until that the date of the Chapter/Unit Test. After this point, late work will not be accepted, except under special circumstances.

Make-up Tests/Quizzes- If a student is absent for a test/quiz, the STUDENT IS RESPONSIBLE for arranging a time with the teacher for a make-up. This is only allowed if the absence is an excused absence. As with absent work, the student has the same number of days of excused absence to come in and complete a make-up test/quiz. If the student knows ahead of time that he/she will be missing a test/quiz due to another school activity, he/she needs to make arrangements to take the test BEFORE the day of the absence.

Infinite Campus and Online Materials:

Infinite Campus - Infinite Campus is an online gradebook that both students and parents/guardians have access to so they may check on the student's academic progress. The student's counselor or administrator can help you setup and access this account. I regularly maintain an up-to-date gradebook both physically and online. I will also frequently print out physical reports to hand out to students by their ID number for those who do not have regular internet access. Please do realize that some assignments do take longer than others to grade and that assignments that have been turned in, including late work may not be entered into Infinite Campus right away. If you have any concerns or questions about your student's grades on Infinite Campus please contact me.

Webpage- I regularly maintain a school webpage where students may find information about the class, homework assignments, calendar, past lecture notes and other useful documents and links. This page can be found under the Staff link from the school's website, then Teacher's Sites, and finally selecting my name, Patrick, Robert. Please visit regularly to see what we are learning in class.

Keys to Success:

Organization- Being organized is the key to success in any course! The best way to begin is by keeping a neat and organized binder. Students are recommended to keep a binder for their science class (see above note in materials). This binder should have a minimum of 4 tabs labeled as follows:

- 1) Class Information
- 2) Lecture Notes
- 3) Homework/Classwork/Labs
- 4) Tests/Quizzes

Within each category, the binder should be organized by the date of the assignment, with the most recent assignments on top. This binder may be checked at anytime for organization and completeness.

Keep a Positive Attitude and Ask for Help –Our job is not only to teach students, but to be available to help them as well. We will be available after school for help; however appointments are advisable, as we are not always available. Remember to ask a parent/guardian, any teacher, and/or a fellow student for help if any topic is not clear to you. Many of us will try our best to help you succeed, if you are willing. NEVER GIVE UP!!

Note to Parents/Students: Please feel free to contact me regarding your student's progress, course material, or anything else needed to help your student succeed this year at CVHS.

Please review the above information with a parent/guardian and sign the attached sheet.