

## **Course Outline and Expectations**

### **Biology – 536, 1 Credit**

### **Fall Semester, 2009**

This course is designed for the college bound student who may intend to pursue further studies in the life sciences and related fields and who would like a substantial amount of laboratory experience for college entrance. Emphasis is placed on an extension of basic subject matter including ecology, the cell, mitosis and meiosis, protein syntheses, genetics, and evolution. It is a fast paced, active, hands-n class with high expectations for the student. Completion of this class will prepare students for upper level electives and for the college experience.

**Science Educator – Mrs. Steiner**  
**Website –** eniche.net

**Phone No. –** (802) 463-3944 ext. 221

**Conference Hours –** After school from 2:45 – 3:30  
(except for faculty and department meeting days – every other Mon. and Tues.)

**After School Extra Help –** Every Wednesday for Science (is mandatory for students with a grade below 70).

**Reading Material –** The main source for chapter content: *Biology. 2007. Glencoe/McCraw-Hill Co. Inc. New York, New York.*

Ambrose III, H. W. and K. P. Ambrose. 1977, *A handbook of biological investigation, 5<sup>th</sup>ed.* Hunter Textbooks Inc.: Winston-Salem, North Carolina.

**Computer Lab –** Research, interactive sites, and class discussion on Nicenet.org.

**Additional Handouts –** articles pertaining to various topics of the units covered.

Article Summaries & Research at <http://www.ProQuest12.com>, Username: vt0011, Pswd: 05105

**Vermont performance standards:** S9-12: Inquiry 1-8, Chemistry of Life 9-12 & 15-16, Life Science 30 - 39, Human Body 40-43.

#### **Teacher's Statement**

It is my intention to provide a learning experience for the student that will foster mastery of the content/objectives presented in this course. To assist in meeting this goal, the following outline of student and teacher responsibilities will be established.

#### **Material Requirements**

For each class in attendance the student is required to bring their textbook, a pen or pencil, a 3-ring binder with labeled sections that are specifically outlined for the course, a lab composition notebook (provided by student), and a mini project journal (provided by the teacher).

#### **Seating Arrangements**

All students are assigned a seat in the classroom by the teacher. The students are required to sit in their assigned seats during class unless otherwise directed. The laboratory area of the classroom also has assigned seating. Students will work in the lab area of the classroom under the direction of the teacher. Under no circumstances are students allowed to work on labs in the absence of the teacher or an adult filling in under this capacity. Seats are to be pushed in when students are dismissed by the teacher.

#### **Classroom Rules**

##### **Rules**

1. Follow Directions
2. Be seated before bell and bring the needed materials to class
3. No swearing, talking back, or derogatory comments
4. No talking or interruption during teacher instruction and learning
5. No food or drinks allowed

##### **Consequences**

1. Warning-name in logbook
2. Stay seated 30 seconds after class
3. Stay seated 60 seconds after class
4. Buddy room and written essay with parent signature upon return to class
5. Sent to office with a DR assigned and Parental involvement

##### **Positives**

1. Verbal Praise
2. P.R. to parent
3. Call to parent
4. Extra Points
5. Omit Award

##### **Severe Clause**

Students will be sent to the office for extreme behavior, e.g., fighting, vandalism, overt defiance or **anything that stops the class from functioning.**

## Grading Rational & Assessment Plan

The following areas are broken down by percentage of overall grade.

60%	Written Tests, Investigative Labs, Written Reports, and Presentation
20%	Quizzes, Lab Activities, Chapter Assignments, Ticket Ins, and Constructed Response Items.
20%	Final Exam

Grades will be established using the following guidelines:

- A: You have mastered the content/objective outlined.
- B: You are very close to mastering the content/objective.
- C: You have gained understanding of the fundamental ideas of the content/objective, but they are not well established for mastering the full objective outlined.
- F: You have not shown a realistic measure of mastery with the content/objective outlined.

A plus or minus category will be recognized according to the student's level of ability within the range of the assigned grade. Additionally, these categories may be awarded due to other factors that contribute to or take away from the student's demonstrated mastery of the material.

**Late work:** All work must be submitted on time for a grade. All questions on assignments must have at least an attempted answer. If you are not sure about an answer, take an educated guess or attach the concept to something else you know so that I can give you partial credit.

**Out-of-class Learning Activities:** It is important that the student completes all out-of-class assignments (e.g., homework) on time to keep up with the content of the class. Any out-of-class assignments that are not completed on the day they are due will receive a zero for the first two occurrences and on the third occurrence (if there is one) *the student will be required to stay after school on the same day the assignment is due to complete the assignment*. If the student fails to complete out-of-class work past this point they will be required to complete their work after school with me for three consecutive days. Further occurrences will result in three consecutive after school work sessions for every infringement.

**Absenteeism:** see attendance requirements below.

**EVERY WEDNESDAY, there is a MANDATORY extra help session from 2:30-3:30 for those that need it. If you are receiving a grade below a C- you will be required to come during this time period to get extra help. If you skip or refuse to do work that will help bring your grade up, you will receive a zero for any work to be made up and be assigned an office detention.**

**\*\*THIS IS A SCHOOL WIDE POLICY AND WILL BE STRICKLY ENFORCED!\*\***

### Attendance Requirements

In the event that the student is absent, any work due must be **submitted on the day of return to school**. If the student is having academic difficulty or simply wants extra help, the teacher is available every day after school except on faculty or department meeting days.

**Absenteeism:** In the case of an excused absence from the class it is the students' responsibility to acquire any class notes or handouts missing for this day. Any missed work will be turned in on the following school day. A student with an **UNEXCUSED** absence or tardiness will receive a **ZERO** for all class work or tests missed that day. Any student who accumulates **3 UNEXCUSED absences** during a quarter will receive a **Failing grade** for that quarter.

**\*\*AFTER THREE UNEXCUSED ABSENCES, YOU AUTOMATICALLY FAIL THE CLASS\*\***

If the student leaves class for a co curricula activity the student will be responsible to turn in any assignments **due on this day prior to their departure from school**, to acquire and complete that days learning objectives, and make up any labs conducted on this day after school **on the following day** for as long as it takes to complete the lab session (e.g., if the lab runs for a full 90 minute session students would be expected to stay from 2:45-4:15 to complete the session if necessary). The following labs cannot be made up on the following day due to the degradation of the biological materials used in the lab: DNA analysis, enzyme analysis, bacterial transformation, and immunology. Furthermore, some labs run for consecutive days requiring next day manipulatives in which to complete. In these instances the teacher will attempt to schedule these labs on the least conflicting day(s) as practicably possible that imparts minimal interruption to our class.

## **Tardy Policy (a school wide policy).**

Every time you are tardy, you need to sign the Tardy Book whether it is excused or unexcused. If the tardy is excused, write that in the book and give your pass to the teacher. If you do not have a pass it is considered an **UNEXCUSED TARDY**.

1. First unexcused Tardy – Warning.
2. Second Tardy – Last out of class
3. Third Tardy – Last out of class and thirty minute detention.
4. Fourth Tardy – Last out of class and sixty minute detention
5. Fifth Tardy – Last out of class and sixty minute detention and parent call.

### **Testing**

There will be adequate forewarning of due dates for students to prepare for tests. Any missed test or graded work must be taken or submitted upon the **day of return** to the class, unless circumstances (as determined by the teacher) require an extension. **Students must score an average of 70 or higher on unit quizzes in order to take the unit test.** If the student fails a quiz they must retake the quiz after school. If the student fails the quiz a second time, they will not be permitted to take the quiz again until they have a review session with the teacher. Quiz retakes can never be completed on the same day in which a review session takes place. **IT IS IMPORTANT NOT TO FALL BEHIND WITH PASSING QUIZ GRADES** in order to complete the **TEST** when it is given. There are no test retakes. Waiting until the night before a test day to find out that you don't really know any of the material is not wise.

### **Academic Honesty**

All students are expected to be familiar with the Bellows Falls Union High School Academic Honesty Code. This Code covers all aspects of academic honesty, including the writing of papers and laboratory reports as well as all homework, quizzes, tests, projects, and final examinations.

Cheating of any kind is a serious offense. If you are unable to study or to prepare your own work for any reason, you should speak privately to your subject teacher or to any other teacher with whom you feel comfortable. Cheating hurts because it prevents you and your teacher from knowing what you are actually able to do and where you need more assistance in your learning.

### **Academic Honesty Code**

A student must respect and acknowledge the research and ideas of others in his or her work and to meet the regulations governing any work required by the teacher or teacher's substitute. Any student who misrepresents his or her work or collaborates in the misrepresentation of another's work as her/his own has committed a serious violation of this code. Students are expected to do their own work. Students are not allowed to copy another individual's work, ideas, papers, or other assignments that are used for assessment or grading. Students are expected to correctly document the source of any information by crediting that source when citing specific materials, whether printed or distributed by electronic or other media. If a student has been involved in an incident in which he/she has cheated, copied, plagiarized or otherwise violated academic honest, he/she will receive a zero for the work. The parents will be notified and a meeting will be held with the student, parent, and teacher. The administration will be advised of the results of all such meetings.

### **Behavioral Requirements**

Upon entering the classroom students should go directly to their assigned seats. Students should not be talking while the teacher is talking. A low voice level should be maintained at other class times. If a student is tardy to class they must sign the tardy book upon arrival. (See Tardy Policy section for further details).

Pre-Dismissal time is usually held in the last 3-5 minutes of class. During this time students should check for assignments, clean up, etc. Students should see the teacher if they were tardy, their name is in the log or they were absent on the previous day. A low voice level should be maintained throughout the duration of pre-dismissal time.

During dismissal all students are to remain in their seats until the teacher dismisses the class (not the bell). Student will push in their chairs and talk with a low voice level to their next class.

### **Laboratory Safety Requirements**

No student will be allowed to participate in laboratory activities unless they and their parents (guardians) have signed the student safety contract. Students that act inappropriately during labs will be dismissed from class and receive a zero for the lab (see lab contract/protocols).

Student: I have read the course outline and expectations and agree to adhere to these principles in the classroom.

Signature: \_\_\_\_\_

Parents: Please sign below to let me know that your son/daughter has shown you the outline and expectations of this Biology course. Please feel free to contact Mrs. Steiner at ext. 221 or [ssteine@bfuhs.org](mailto:ssteine@bfuhs.org) if you have any questions or concerns throughout the semester. Thank you.

Signature: \_\_\_\_\_