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| **CORE BIOLOGY PLAN COURSE STATEMENT (SYLLABUS)** |
| Ms. Dooley School Year 2015 - 2016 |
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**Class Website:** [**http://www.chandler.k12.az.us//Domain/4990**](http://www.chandler.k12.az.us//Domain/4990)

**INTRODUCTION:** This is a hand’s on laboratory course that uses the Modeling approach to instruction which includes scientific inquiry, discourse, and evaluation of evidence to develop conceptual graphical representations, diagrammatic representations and mathematical models to meet state and district competencies. Due to the use of this approach, it is imperative that you **attend class on a daily basis**.

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**Units to be Covered: \***Units subject to change at the discretion of the instructor

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| Scientific Method & Experimental Design | Characteristics of Life & Classification | Evolution by Natural Selection | Energy |
| Cellular Structure & Function | Growth & Reproduction | Heredity | Ecology |

\*\*All Students are required to participate in an Independent Study Project: Hamilton Invitational Science and Engineering Fair (HISEF or Science Fair). **This is an independent project to be determined**.

**MATERIALS REQUIRED:**

2 pocket folder: Each student is required to have a 2 pocket three-prong folder to organize their Science material and graded papers. Students may purchase a folder from the bookstore or see Ms. Dooley for alternate arrangements. The folder is due by the assigned due date**.**

Lab Manual: Each student is required to have a class-issued **quadrille composition manual, 100 sheets, 200 pages, 9 3/4 x 7 1/2 in or 247 x 190 mm (**from the bookstore $1.50). The lab manual will remain in the classroom and will be issued by Ms. Dooley**.**

**STUDENT SUPPLIES:** Each student is required to bring his/her folder, loose-leaf college ruled lined paper (no spiral notebooks), and a **#2 mechanical pencil to class each day**. **Pens are not acceptable**. Any work done in ink will receive a zero. Students will need a YELLOW “Smear-Proof” Highlighter. YELLOW is the only color to be used in the lab manual. Students will also need: green highlighter, and pink highlighter for annotations, and 12 pack of colored pencils to use in class. All supplies must be brought to class on a daily basis.

**STUDENT SUPPORT:**

**Agenda**: The agenda for the day will be listed on the class calendar <http://www.cusd80.com/Page/37180>. Additional information may be posted on the Google+ community titled: Dooley’s Biology Corner.

**TUTORING PERIOD:** The tutoring period was established for students that have an absence or need assistance with biology. One of the factors for students' poor grades is usually due to not attending tutoring when a class is missed or asked to attend by the instructor. Students with a grade below a 69% are required to attend mandatory tutoring until their grade reaches a 70%. First failure to attend a mandatory tutoring session results in an After School Detention (ASD). Second failure to attend tutoring results in a referral to administration.

**ABSENCES:** One of the major factors contributing to poor grades is student absence. The absent student **must** **see me the day following his/her absence(s)**. Based on availability, the student may come in before/after/during lunch the immediate day following their absence. The student will sign in and pick up assignments missed during the absence from class. **Missed assignments are not given during the class period**. Missed assignments that are not completed during the tutoring period must be turned in the day after returning to school for credit. Students must have all makeup work completed and graded accordingly; number of days to makeup work depends on the number of day(s) absent. One absence, one day; two consecutive absences, two days.. A student does not receive professionalism points (see professional points) for absence days. Students who are absent do not earn group points for labs. **Bell work cannot be made up.**  Class begins promptly with bell work which leads to instruction of daily concept. Practice of this concept occurs in a variety of activities that end in class reflection of learned material. Each unit taught includes the following activities: hands-on-lab, note taking, calculations, reading with written response, viewing videos with written response, group interaction, whiteboarding, quizzes/exams.

**RESTROOM PASS:** Students are expected to remain in class during the entire instructional period. Leaving class creates voids in learning and will put the student behind the rest of the class academic understanding. Medical reasons will be accommodated with a written doctor’s note. Students are given 2 restroom passes to use each quarter.

**TARDIES:** One factor that contributes to poor grades is student tardies. We expect all students to be prompt to each class session. Any student that is not in his/her assigned seat when the last bell rings is considered tardy unless he/she has a school issued pass. Tardy students will not get credit for bell work (see bell work). If a student is tardy without a school issued pass, they will be assigned ASD (after school detention) to be served the following school day.

**Detention (ASD)**: If a student is late for class (tardy) or does not complete their homework assignment, he or she will receive an After School Detention (ASD). Student is expected to serve ASD the day of the infraction or the following day. If you are issued an ASD, you will initial the ASD sheet and be entered in to the ASD system by Ms. Dooley. See your grade level Administrative Assistant for further details.

**DISRUPTIONS:** Students who disrupt (any time instruction is stopped to correct student behavior or other students are distracted from the task at hand) classroom activities will not be tolerated. Depending on the behavior, any combination of the following will occur: 1) removal from class for duration of the period (student is responsible to make up missed work the next morning). 2) parents will be asked to attend a parent-teacher conference, and/or a referral will be written. **Behavior, Conduct & Procedure during Substitute Teaching:**

When I am absent and a sub is needed, please conduct yourself with professionalism and willingness to stay on task. If a sub negatively reports the name of any student during his or her visit, there will be a consequence (which may include detention, an extra assignment, an apology letter, or other appropriate remedy).

**CLASSROOM RULES – A student does not have the right to disrupt the learning of another student. Therefore the following procedures and rules are in place to ensure a positive learning environment for your student.**

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| **GENERAL:** **The following behavior will not be tolerated and may result in a student referral or dismissal to ISS.** |
| 1. Showing disrespect to any staff person, instructor, or other student. |
| 2. The use of profanity. |
| 3. The destruction of any school property. This includes any graffiti (on desk, in book, on walls, etc.) The parents will be required to reimburse the school for any damage. |
| 4. The lack of participation in any class activity, which will result in an "F" in that unit.  5. Failure to demonstrate safe laboratory practices. |
| 6. Paperwork turned in without proper heading which includes; last name/first name, date, and period (in the upper right hand corner of paper), assignment heading (centered on top line of paper), and seat number (in the upper left hand corner of paper) as indicated below, will earn zero credit.  7. Failure to follow any written or verbal instructions given in class by HHS staff or substitute.  8. Failure to be prepared for class (bring appropriate footwear, supplies, homework, pre-labs ect.)  **Seat # Last Name, First**  **Date**  **Period**  **Assignment Title** |

**SPECIFIC RULES:**

1. Come into class quietly and get into proper seat.
2. No food, drink, candy, gum, etc. will be allowed in the classroom.
3. Cell phones and other electronic devices may not be used in the classroom or in any school buildings and may be confiscated. Students bring these devices to school at their own risk.
4. As you enter the classroom, place sports equipment under the front table

If your student follows the rules above and guidelines below, his/her school experience should be very successful.

1. **Do what is right.**
2. **Do your best in everything you do.**
3. **Treat people the way you want to be treated.**
4. **Take responsibility for your actions.**

**MANDATORY TUTORING POLICY:** All students earning a 69.9% class average on their progress report, quarter grade, or semester grade are required to attend mandatory tutoring once a week with Ms. Dooley. Failure to attend mandatory tutoring will result in disciplinary action. Students will no longer be required to attend mandatory tutoring once their class average is up to a 70.0%.

**COMPLETING ASSIGNMENTS & TURNING IN ON TIME:** The single most important thing that you do is to complete assignments to the best of your ability and on time. All assignments are given in preparation for a lab / test, therefore only completed assignments receive an earned grade. Incomplete assignments will be marked with an ‘inc’ and earn zero credit. The only exceptions if the student that had an excused absence the day an assignment was to be turned in, that work will be accepted if the student has it with him/her (and graded) when he/she returns to class (see absences). It is the responsibility of the student to monitor the teacher’s class website and retrieve any missing assignments on their own.

**DOING YOUR OWN WORK:**  Copying the work of another person and submitting it as your own, obtaining unauthorized or undocumented material from the Internet or other sources, or securing teacher materials or work in a dishonest or unauthorized way are all considered cheating. Allowing another student to copy your work is considered cheating. Cheating may be cause for removal from National Honor Society or any other leadership position held in the school. \* **First Offense:** discipline referral and a zero on the assignment. **Second Offense:** A zero on the assignment, a referral to the administration, a 3-day out-of-school suspension **Third Offense:** The student will be dropped from the class with an “F”. **\*Additional consequences may be included pending Administration evaluation.**

**Professionalism/Participation Points:** The professionalism grade is earned on a daily basis. This grade is based on the student being on time, being prepared for class, not violating any classroom rules, displaying proper classroom behavior and participate in all classroom activities. A student who is disruptive or disrespectful, tardy, absent, or unprepared will not earn professionalism points for that day.

**Technology:** The instructor(s) have an opportunity to use technology in the classroom as a means of educational enhancement. Therefore, all times when technology is to be used in the classroom will be announced by the instructor. Each student will create a gmail account specifically for Biology. All rules listed in the Hamilton High School Student Handbook will be enforced. Once the gmail.com email address is established, students will join Dooley’s Biology Corner Google+ community as a means of extending the course discussion beyond the classroom for educational purposes as outlined by the Arizona Department of Education State Standards.

**CUSD BYOT Responsible Use (excerpt from CUSD Responsible Use)**

We are pleased to be able to offer “Bring Your Own Technology” as an option to expand student and staff access to online and other educational electronic resources. Here are the expectations for use of personal electronic devices on our campuses. **Chandler Unified School District BYOT Philosophy** Our philosophy is to assist all members of the Chandler Unified School District community to be good digital citizens – students and staff who use technology to support learning in a meaningful, safe and responsible way, in accordance with all applicable state and federal laws. (NOTE: Regulations, consequences, and possible disciplinary action for inappropriate use of the network and electronic devices are already covered by the CUSD Acceptable Use Policy, a separate document available at:<http://cusd80.com/AUP>.)

**Purpose of and Permissions to Use Personal Electronic Devices at School (excerpt from CUSD Responsible Use)**

Like other personal items that may be brought from home to school, there are times and places where the use of personal electronic devices is beneficial to instruction, and other times when it is not. The expectation is that personal electronic devices are to be used **only for instructional purposes, in appropriate times and places** as determined by each school’s principal and teacher.

**Internet and Network Access (excerpt from CUSD Responsible Use)**

We maintain a filter that blocks harmful content on the Internet from students. When you sign this agreement and bring in your own device, you will be allowed to use the district-supplied, filtered network for Internet access at your school, if available. The District reserves the right to monitor use of the District's systems for improper use without advance notice or consent. Your signature indicates your understanding that any activity that occurs with the use of the District’s internet and network systems are not private and may be accessed by the District for the purpose of ensuring proper use. Your signature also indicates your understanding that we cannot filter any non-district network connections (such as 3G or 4G) that may be already present on your device, and that you agree to follow the Acceptable Use Policy and all other related CUSD policies related to Internet use, regardless of the network you use. Use of electronic devices outside of these conditions is not allowed, can be considered a distraction to instruction, and will be handled as already described in the Student Handbook. (Please see the Student Handbook for more information about current policies related to technology use at school.)”

**PERFORMANCE:** You will have many different kinds of assignments. All modeling activities are based on state standards. Since this is a hands on approach, concepts missed due to absences will be difficult to make up due to class discourse and white boarding which can not be done on an individual basis. In order for students to experience immediate feedback on their work; course activities are graded in class on the due date. Students will be asked to pass their pencils to the front of the room while grading is taking place. Pencils will not be passed back until all papers are turned in. Otherwise, the student will receive a zero on that assignment. **Second Chance Points (SCP’s)** may be earned following all academic requirements: 1) second chance points are earned by the assigned deadline day during the tutoring period 2) second chance points may be earned only on the parts of the assignment that were attempted but not correct. There are no Second Chance Points available Semester 2. Corrections based on teacher discretion and may exceed no more than a 70% for the semester average. Test corrections may be completed at teacher discretion and a student may correct their test to earn up to a 61% test grade.

**LAB SAFETY CONTRACT:** Included with this document is the Flinn Scientific’ Student Safety Contract which is to be read, filled out, and signed by the student and parent/guardian then returned with the Plan Course Statement by the due date..

**CHECKING STUDENT PROGRESS:** Parents can access their child’s grades and assignments by going to the school’s website <http://www.cusd80.com/Page/15332>. Student information is only accessible by using an individualized password assigned by the school. Students with a grade of a D or F are required to attend tutoring sessions set by HHS.

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| **UNIT EVALUATION BREAKDOWN:** | **SEMESTER EVALUATION BREAKDOWN:** |
| Lab & Class work 40% | Quarter 1 Unit Grade  40% |
| Homework & Participation 15%  Quizzes 5% | Quarter 2 Grade  40%  Semester Final Exam 20% |
| Exams 40% | Semester Grade 100% |
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**WELCOME! LET'S ENJOY AN EXCITING YEAR OF LEARNING TOGETHER!** *Please complete the information on the following page and have your student return it by Wednesday* **July 29, 2015** *for graded points.* Thank you.

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| **ACKNOWLEDGMENT OF RECEIPT: PLAN FOR SUCCESS PERIOD\_\_\_\_\_\_** |
| We have received this plan for success in CORE Biology which includes the Flinn Scientific’s Student Safety Contract. I (we) have no questions about the course, course rules, the manner in which grades are determined or the safety contract. |

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| Print your name here (last name, first name) |  |
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| Sign your Name here (first name, last name) |  |
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| Print your Parent's/Guardian's name here (first name, last name) |  |
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| Your Parent/Guardian signs here (first name, last name) |  |
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| Print your Instructor’s name here (last only) |  |

Dooley

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ - I have read and understand the Mandatory Tutoring Policy (pg. 3) - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(parent/guardian initial) (student initial)