

Dear Parent/Guardian:

The following pages are a list of rules and procedures of the classroom. I feel it is imperative that you be familiar with what is expected of your son or daughter in their Biology Class. If your child is having any trouble in class I advise them to seek extra help after school with me, through the learning center, or web tutorials. I am very willing to help out with any problems my students may encounter with the material in class.

Your child will be challenged in this class and many high expectations will be set for them. The intent of the course will help students realize the importance the role of the *Living Environment* will play in their personal and professional lives. It will help them use the principles of biology to think more intelligently about current issues they will encounter that involve science and technology.

The textbook for this class will be Biology printed by Prentice Hall. It will be used primarily as an introduction to different topics, while group activities, demonstrations, lectures, and class discussions will encompass most of the material to be learned. Grading will be based primarily on test and quiz scores, attendance, homework, labs and group projects. There will be cumulative tests at 10, 20 and 30 weeks covering all the material presented to that point.

According to NY State Department of Education, **ALL** students must complete a minimum of **1200** minutes of laboratory work and submit the corresponding laboratory reports in order to be eligible to take the Regents exam. A portion of the 1200 minutes will be spent on a set of **required** labs. In order to prepare for the exam, students will participate in a series of required lab activities and will be tested on at least three of the four required labs. The labs must be completed satisfactorily to be eligible for the Regent's exam in June.

I hope I can make science an exciting and interesting class for your child. I also hope I will be able to motivate them towards success in the classroom and allow them to appreciate the importance of Science in today's society.

After you have looked through the rules would you please sign the last page and have your child return it with them the following day. If you wish to contact me, I can be reached through the main office (874-8402).

Sincerely;

Shelly Connelly

CLASSROOM RULES LE 2014-2015

- 1. BE PREPARED FOR CLASS & LAB!!!** **** See below for materials**** Bring materials, agenda, homework. Be organized!!
- 2. BE ON TIME, IN YOUR SEAT, AND READY TO BEGIN WHEN BELL RINGS!!!** Do not wait for me to start the class. Your homework and notes should be on your desk **before** the bell rings. Copy down homework for the next day and start any bell work.
- 3. BE RESPECTFUL TO OTHERS WHETHER THEY ARE TEACHERS OR PEERS!!!**
We are in this together.
- 4. DO THE BEST THAT YOU CAN DO!!!** Stay on top of your studies and do not get frustrated! Get help when needed!!! Any missed work is **your** responsibility and should be picked up before the next class.
- 5. PLEASE NO FOOD IN CLASS!!!** You may have water if it has a cap.
- 6. THERE IS ABSOLUTELY NO WRITING ON THE DESKS OR LAB TABLES!!!** You will be responsible for cleaning them if you are found to be writing on them!! I will keep track. All purses, bags, and/or back packs on floor!!
- 7. CELL PHONES ARE PROHIBITED IN CLASS!!** I will take it away. It is very disrespectful to be texting in someone's class while instruction is taking place.
Also, homework should be done **at home** not in my class!!

Remember:

If you choose to break rules, be prepared for the consequence!

Do not give me attitude for holding you accountable!

It is all about the choices that you make, so choose wisely!!

The breaking of any of the above rules will result in disciplinary action as specified in the Kenmore East Disciplinary Code, unless stated differently above.

****Materials****

Class	Lab
3 ring binder w/ dividers and paper	Lab Folder w/ paper
Pen, #2 pencil, highlighter, simple scientific calculator	Pen , pencil, calculator
Prentice Hall Review Book/text	

GRADING PROCEDURES

REGENTS BIOLOGY

Sign up for class reminders sent via text
Please see policy page on my website to subscribe

TEST GRADES & QUIZZES	60%
CLASSROOM ACTIVITIES	20%
<i>Labs</i> <i>Class & group assignments</i>	
HOMEWORK & CLASS INVOLVEMENT	20%
<i>Participation</i> <i>Attendance and agenda checks</i>	

To receive a 100 for your homework and class involvement grade the following criteria must be met:

- *All homework assignments must be handed in during a 10-week marking period on time and receive a satisfactory or better, every missed homework assignment is 5 points deducted from your grade of 100*
- *You must be prepared for class daily and record all assignments and grades in your Agenda*
- *All class absences must be legal and work must be made up as explained in the classroom rules section*
- *-Classroom rules must be respected and followed*

* Changes or modifications in the evaluation policies previously listed may be made at any time at the instructor's discretion

Just a Few Reminders:

- ☞ ☞ I am looking forward to an exciting and productive year with all of you!
- ☞ ☞ My room is always open after school—I encourage all students to take advantage of this!

Good Luck this school year and I wish you all the best,

BIOLOGY LABORATORY POLICIES 2014-2015

TIME FRAME

1. All labs are due the following lab day
2. Lab make-ups due to a legal absence must be made up during the following scheduled laboratory periods* or after school with their lecture teacher, before the end of that particular cycle .

NOTE: Any labs done during a marking period MUST be satisfactorily completed by the end of that particular marking period It is in your best interest to make up labs immediately. I have the right to refuse to make up a lab. **Students will not be permitted to make up a lab from 1st semester once 2nd semester begins.**

* Scheduled laboratory periods for Mrs. Connelly

<u>Period</u>	<u>Days</u>	<u>Class</u>	<u>Room</u>
3	1,4,6	LE Lab	349

LABORATORY PROCEDURE

1. Students will come to lab prepared with lab folder, pen/pencil.
2. It is the student's responsibility to pick up the lab and complete it during class. If a student does not complete the lab they must complete for homework.
3. Students will turn labs in to their LE lecture teacher **NOT** their lab teacher.
4. It is the student's responsibility to turn in the lab to their teacher within that lab cycle.

GRADING

1. Lab instructor is responsible for assigning S or U grade to each student, and will communicate to parents if the need arises. Students must complete 80% of their labs to receive a grade of satisfactory for that marking period.
2. The grade of S or U will be assigned at the discretion of the lab instructor, keeping in mind that students must have 30 labs completed by the end of the year..
4. Each Lab activity will be graded. Late labs **DO NOT RECEIVE FULL CREDIT**
- 5. There will be four required labs that will make up Part D of your living Environment Exam. The required state labs are MANDATORY. NYS labs must be completed satisfactorily and turned in to your teacher to be eligible for the Regent's exam in June.**
- 6. All labs must be turned in one week prior to the Final in June.**

FINAL COMMENTS

-Laboratory make-ups may not always be identical to the laboratory missed due to material shelf life and quantities of supplies. It is your responsibility to schedule a lab make up, **NOT MINE!**

Student Name_____

Student Signature_____

Parent Signature_____

Date_____

