

Class Policy and Guidelines

Subject: **Honors Biology**
 Teacher: Mrs. Whittaker
 Text: Biology: Dynamics of Life; Glencoe “Whale Book”

Recommended Materials: Notebook (3 ring binder including all number assignments during the semester), lined paper, pen and pencil, easy access to internet, text book. Student must have these materials each day in class to be successful. Text books will be checked out in August/September for students to have until June. If a student cannot afford to purchase the recommended materials, the student should contact the teacher and materials will be provided.

Communication: Clovis East High School

Teacher's email

Class Website

Office Hours

327-4000

kristiwhittaker@cusd.com

<http://cloviseastwhittakerhonorsbiology.weebly.com>

TBD

1. **Course Content and Standards:** Course curriculum will strictly Next Generation Science Standards for California 9-12 Life Sciences and selected Earth Sciences topics; course title “The Living Earth.” These standards make up the core of the curriculum in class and students will be expected to master each standard in order to pass the class. To aid in a distraction free environment, electronic devices may be held in a secure classroom holder during segments of a class period.
2. **Grades:** A 100%-90%, B 89.9%-80%, C 79.9%-70%, D 69.9%-60%, F 59.9 % and below. Students must pass Honors Biology with a C or better to move onto higher level science classes such as Chemistry. Honors Biology is not offered during summer school for makeup credit. There is no extra credit available for this course other than team/individual placement awards in Science Olympiad, Science Fair, and/or Robotics. No extra credit work packets will be offered in Honors Biology. Up to 50% partial credit for work will only be given if work is turned in by the day of the current Unit assessment; late work is not accepted for full credit.
3. **Honors Research Requirement**
 - a. The default outside research requirement will be fulfilled by completing an 8 page research paper covering a topic chosen by the instructor. This will be assigned during the spring semester in April-May. All students will be supported by classroom instruction and support from our LMC staff. Grading rubrics and tutorials for the assignment will be provided at the same time topics are assigned.
 - b. Research requirement may possibly be fulfilled with participation in Science Fair, Science Olympiad, or Robotics dependent on their offerings during the 2020-21 school year.
4. **Assessments:** Tests and quizzes will be given on a regular basis in class. Students will be notified at least 4 days prior to a test or quiz. If a student misses a quiz or test, they will be given ONE WEEK to make it up. All students are expected to study on a consistent basis to keep biology concepts fresh in his/her mind. Assessments will make up 65%--70% of your semester grade, will be open note/open text, and will be timed. Phone use is not permitted during assessments. All students will put their electronic devices in a secure classroom holder during all assessments; failure to comply and/or if a student is found to be cheating or plagiarizing during assessments this will result in a zero on the assessment and a conduct referral to the SRC for discipline action. Academic integrity is the foundation of trust in our honors classroom. Students must always conduct themselves keeping this in mind.
5. **Homework:** Homework will be given to reinforce, or introduce, key concepts covered in the classroom. Homework will be given most nights. It is imperative that if official homework is not assigned, that students spend 10-20 minutes reviewing the notes and notebook assignments each evening.
6. **Lab Work:** Labs will be completed on a regular basis in class. There may be a writing/report component to each lab completed in class. Students may be required to complete 1 fully written lab report during the year long course. *As a part of the participation grade students may only receive credit for labs if they are in class on the assigned day.*
7. **Absence/Make Up Work:** No make-up work will be given to students who have unexcused absences. Students with excused absences will have **1 week** from the absence to make up missed assignments (for up to full credit) and exams. It is the student's responsibility to schedule a make-up time for an exam, and it is the student's responsibility to access the classwork and submit it on time. Co-curricular absences are known prior to the absence taking place. If a student has a planned co-curricular absence, they must pick up their work prior to the absence. If a student is absent unexpectedly, due to illness or another excused category, when a student returns to class they must pick up missed work immediately. Our **1 week** turn in policy holds for all excused absences and assignment to be graded for up to full credit.
8. **Support:** Instructor will be available for review, questions and assistance via email, and/or during office hours or by appointment. Please contact the CEHS Counseling Center for information on after school intervention and support labs. If the Science Department

holds intervention labs, students will be notified of days, times, and expectations by October. Until that time, intervention/support will be built into weekly bell schedule.

- 9. Behavioral Expectations:** Students are expected to know and adhere to all school and district policies and behavior standards outline in the Student and Parent Information Handbook of CUSD and CEHS. Students are expected to arrive in class on time and ready to learn. Electronic devices are not permitted during assessments. All students will put their electronic devices in a secure classroom holder during all assessments; failure to comply will result in a zero on the assessment and a conduct referral to the SRC for discipline action. In addition, to aid in a distraction free environment, electronic devices may be held in a secure classroom holder during any other segment of a class period. Academic integrity is the foundation of trust in our honors classroom. Students must always conduct themselves keeping this in mind. All students must follow the CUSD Essential Agreements and expectations for live instruction as noted at the end of this document.
- 10. Plagiarism:** Do not cheat. Do not use or borrow other people's ideas. Students are expected to do their own work at ALL times. Do not lend your work to another student to use. Do not work on any other subject work during science class. Any student who is caught cheating or plagiarizing will be given a zero on the assignment or assessment and will be referred to the SRC for disciplinary action. Phones are not permitted during assessments. If on site, students will put their electronic devices in a secure classroom holder during all assessments; failure to comply will result in a zero on the assessment and a conduct referral to the SRC for discipline action. Academic integrity is the foundation of trust in our honors classroom. Students must always conduct themselves keeping this in mind.
- 11. Note to parents:** You can do many things to make sure your student is successful in class. **The step from 8th Grade Science to a high school honors level class is a significant transition.** Many students find the change in rigor a challenge that will prepare them for the highest level of coursework at Clovis East. Please encourage your student to seek help when needed. Please encourage your student to study each night as the coursework is rigorous and will require more critical thinking and application than they have experienced in previous science courses. Please join our class Remind and review the class emails as you receive them.

Please check your student Googleclassroom assignments and/or notebook on a regular basis. If the assignments are in order, and they look complete, your student is on track to earning a good grade. If there is no official assignment for the evening (homework), your student should be taking 10-20 minutes to review their notebook. This helps to keep concepts fresh in a student's mind, and they will be ready to move on to new concepts at the next class meeting. Your student will be notified at least 4 days prior to an exam. Your student should study for exams; they will cover a broad range of topics, and students will not be given open book or open note exams. Remind your student about the re-take policy for exams, and that the teacher is available for individual help.

Electronic devices, such as phones, are not permitted during assessments. All students will put their electronic devices in a secure classroom holder during all assessments; failure to comply will result in a zero on the assessment and a conduct referral to the SRC for discipline action. In addition, to aid in a distraction free environment, electronic devices may be held in a secure classroom holder during any other segments of a class period.

Contact the teacher anytime to check on your student's progress. You may also check your student's grades and attendance in real time, 24 hours a day, using CUSD Student/Parent Connect.

The Clovis Unified School District does not discriminate on the basis of race, color, disability, or national origin in admission or access to and treatment of employment in its programs and activities as required by Title VI, Title IX, and Section 504. Complaints: Contact B. Jager, Human Resources, (559) 327-9308.

Favor de llamar a la oficina para asistencia en español. Thov tiv tauj peb lub hoob kas yog xav tau kev pad nrog lus Hmoob. ਕਲੋਵਿਸ ਯੂਨੀਫਾਈਡ ਸਕੂਲ ਡਿਸਟ੍ਰਿਕਟ ਜਾਤ, ਰੰਗ, ਅਪੰਗਤਾ ਜਾਂ ਰਾਸ਼ਟਰੀ ਮੂਲ ਦੇ ਆਧਾਰ ਤੇ ਵਿਤਕਰਾ ਨਹੀਂ ਕਰਦਾ ਟਾਈਟਲ 6 ਦੇ ਲੋੜ ਅਨੁਸਾਰ ਆਪਣੇ ਪ੍ਰੋਗਰਾਮਾਂ ਅਤੇ ਗਤੀਵਿਧੀਆਂ ਵਿੱਚ ਭਰਤੀ ਜਾਂ ਪਹੁੰਚ ਅਤੇ ਉਨ੍ਹਾਂ ਦੇ ਇਲਾਜ ਵਿੱਚ ਟਾਈਟਲ IX ਅਤੇ ਸੈਕਸ਼ਨ 504. ਸ਼ਿਕਾਇਤਾਂ: ਸ਼੍ਰੀ ਬੈਰੀ ਜਾਗਰ, ਹਿਊਮਨ ਰਿਸੋਰਸ, (559) 327-9308 ਨਾਲ ਸੰਪਰਕ ਕਰੋ.

Essential Agreements for CUSD Students:

- Log-on daily, each period, on time.
- Enable video the entire class period with face shown
- Use first and last name as your computer Zoom name (unless approved by teacher)
- Be seated in an appropriate learning space (e.g. desk, table, counter, quiet space)
- Must follow CUSD Dress Code policy while on Zoom.
- Abide by the Technology Agreement form

- Actively participate in online learning the entire time with teacher, support staff, and peers, daily via online learning, email, google classroom, etc.
- Stay on pace with daily assignments
- Take assessments online as directed by teacher
- Have access to laptop/Chromebook and internet for work completion (devices available through the site)
- Some sessions may be recorded for instructional purposes. Student privacy will be protected.

Student and Parent: Sign and date the area below to verify that you have read and reviewed the classroom policies and guidelines. Your student will earn a grade for turning in this assignment on time, and complete with correct signatures.

Thank you,
Mrs. Whittaker

Student Name-print

Student Signature

Date

Parent Signature

Date

Policies subject to change to continue to support student achievement while enrolled during COVID-19 Pandemic.