

Classroom Policies – Freshman Biology – 2022/2023

Website

- mrsbiology.com
 - Calendar, assignments, due dates, testing dates, scheduled events, class photos, videos, lab information, study guides, supplemental study materials, FAQs, etc.
 - Students should check the website every day.
 - Students who ask “*What did we do in class yesterday?*” will always be replied to with, “*Check the website.*”
 - Parents are also encouraged to check the website daily so they can have conversations with their students about what they learned and discovered that day.
 - The website will always be accurate for what was or will be covered. Students can then use Canvas to find the appropriate content and detailed instructions.

Grading



- **Formal assessments – 80%**
- **Lab Books – also 80%**
- **Occasional Assignments & Labs – 20%**
- Students can track their learning progress by using the Biology Learning Goals (Proficiency Scales).
 - Found on mrsbiology.com and *Canvas*
- A Level 3 Proficiency is equivalent to a B letter grade.
 - Students can submit Level 4 investigations or other higher-level work to improve their letter grade.
- Perfect test scores (100%) = Level 4 Proficiency (A)
 - **Exceptions** – Some quizzes that are open book with multiple attempts allowed may only be worth Level 3 Proficiency.

Assignments

- Assignments and lab books are not just busy work. By working through and correcting the content of these learning materials, students will demonstrate their understanding and application of the scientific process as it pertains to biology.
- Final submissions (assignments, labs, lab books, etc.) will have the same grading weight as formal assessments.
- If students are absent, it is *their* responsibility to obtain and complete any missed assignments and/or notes – check the website.
- Labs, lab books and assignments will be due before the associated test.
 - No assignments or Lab Books will be accepted *after* the test for which they are associated.

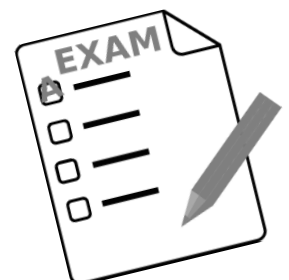
Tests



- Eight formal assessments (tests) scheduled
 - Usually two per standard
 - 20-30 questions
- For any missed formal assessment, students will take an alternative assessment the day they return to class.
- Test checklists will be available to prepare for each formal assessment.
- Recorded live online review sessions are held before each formal assessment.
- Scientifically-proven study skills will be taught to help students prepare for formal assessments.
 - *Students who adhere to these study skills do significantly better than students who do not. Just sayin’.....*

Test Retakes

- Students may retake a formal assessment only once.
- Test retakes cover the same material as the original formal assessment, but are not identical.
 - **Eligibility for Retakes**
 - Complete lab book at a Level 3 or above
 - Complete all assignments
 - Note: the initial lab book or assignment grade will not be adjusted.



Citizenship Grades

- Good citizenship grades are earned by:
 - Treating others with courtesy
 - Keeping one's hands to oneself
 - Participating appropriately in the day's activities
 - Treating the classroom facilities and materials properly
 - Having good attendance/minimum tardies
 - Staying current on assignments and daily work – whether in class or online
 - Completing assignments and lab books on time
 - Completing all homework assignments on time in order to fully participate in classroom discussions or activities
 - Following the teacher's directions
 - Being honest in your work
 - Following the electronics policy (see below)
 - Refraining from disruption of any kind
- Student Interaction – The classroom is not the place for public displays of affection (PDAs), i.e. hugging, holding hands, kissing, sitting in someone's lap, sharing chairs, playing with another's hair, cuddling...
 - Engaging in PDAs may decrease the citizenship grade.
- **Specific criteria for quarterly citizenship grades:**
 - H – Honor (*Consistently, every time without fail*)
 - No incomplete, late or missing assignments, labs, lab books, etc.
 - Only one (1) unexcused tardy
 - Up to, but no more than five (5) absences
 - *Exceptions for health/illness reasons*
 - No electronics violations
 - S – Satisfactory (*Usually, more often than not*)
 - Any one of the following will decrease the citizenship grade:
 - Incomplete, late or missing assignments, labs, or lab book submissions
 - Two (2) unexcused tardies
 - Between six and nine (6 - 9) absences
 - One (1) electronics violation
 - N – Needs Improvement (*Sometimes, every now and then*)
 - Any one of the following will decrease the citizenship grade:
 - Two (2) or more significantly incomplete, late or missing assignments, labs or lab book submissions
 - Three (3) unexcused tardies
 - Between ten and fourteen (10 - 14) absences
 - Two (2) electronics violations
 - U – Unacceptable (*Rarely, hardly ever, never*)
 - Any one of the following will decrease the citizenship grade:
 - Four (4) or more unexcused tardies
 - Fifteen (15) or more absences
 - More than two (2) electronics violations
 - **Academic dishonesty, bullying, defacing classroom property, major or consistent classroom disruption, or sluffing class will result in an automatic "U".**



Extra Credit

- **There is no such thing.**



Dress Code

- Students are required to follow the district's dress code and will be referred to the main office if they are not dressed appropriately.
 - Students *may* wear hats in biology.
 - Students *may not* cover their heads with a hoodie in biology.
 - See SRMS Student Handbook for dress code policy

Beginning of Class

- All electronics will be powered off and stored out of sight before entering the classroom.
- Instructions for the beginning of class will be on the white board every day – read them and do them.
- Parents will be notified of every tardy.
- A pattern of continued tardies will warrant an administrative referral and/or parent conference.
- See the *Citizenship Grades* heading for information on how tardies affect citizenship grades.

Electronics

- [Jordan School District Policy AA419: II: B: d: 2:](#)
“Any use of an electronic device or resource, whether personal or district/school owned, that . . . disrupts the educational process . . . or compromises the integrity of educational programs is strictly prohibited.”
- **BEFORE!!!** entering the classroom
 - Phones, headphones, mp3 players, earbuds, smart watches, etc. – powered off and stowed out of sight.
 - **Yes!** – Pocket, notebook, zipped-up backpack or other such out-of-sight place.
 - **No!** – On the floor, in a lap, on the desk, or hanging from your neck/collar/sleeves/ears.
 - Verified exemptions are available for medical/health reasons, on a case-by-case basis. See Mrs. C if you have a medical/health situation that requires your phone to remain on.
 - Like all other electronics, smartwatches must be powered off; however, they may remain on the student’s wrist.
- Violation of Electronics Policy
 - Automatic reduction in citizenship grade – see the *Citizenship Grades* heading
 - Parents/guardians will be notified of every electronics violation.
 - A pattern of electronics violations will warrant an administrative referral and/or parent conference.



Seating Chart

- There is a seating chart for all classes.
 - Students will sit in their assigned seat, unless otherwise directed by the teacher.
 - Students will not move to another seat of their own accord.

Bullying

- Bullying will not be tolerated; Jordan School District bullying policy will be strictly followed.
- Examples of bullying that students may not have considered:
 - Hiding someone’s possessions
 - Name calling
 - Tripping
 - Throwing items at someone
 - In short, anything that purposely causes discomfort to another person, or puts them at a health risk, is bullying. “I’m just having fun” or “I’m just kidding” excuses do not cut it in Biology class.
- See the *Citizenship Grades* heading for information on how bullying may affect citizenship grades.

Classroom Maintenance

- The classroom will return to the same condition at the end of the period as it was when the period started.
- Any debris on or around desks or work areas must be cleaned up and the lab tables re-aligned before the bell rings.
- Students will not be released until the classroom condition has been approved.
- A two-minute alarm will sound at the end of each period, so students have time to pack their belongings, power up their personal electronics, and restore the classroom.

Food

- Food is not allowed in the biology classroom (unless there is a medical exemption).
 - Students may have water – not Gatorade, juice, soda, coffee, etc.
 - Water must be in a plastic or metal container with a screw-on lid.



Furniture

- Feet belong on the floor – not the desk or the chair.
 - Drawing or otherwise marking on classroom furniture is considered “defacing classroom property.” See the *Citizenship Grades* heading for information on how this may affect citizenship grades.

Off-Limits Areas

- Students are not to touch/disturb items on or around the teacher’s desk, the front lab counter and sink, the audiovisual equipment, or any of the drawers or cupboards.
- Students will not go behind the teacher’s desk or lab table, unless invited to do so.
- Sitting at tables or unassigned areas are by permission only.
- Rolling chairs are to remain in their designated places.
- Whiteboards are for the teacher’s use, unless otherwise directed.

Materials Need

- Students should come to class every day with the following items:
 - Pencil, eraser and loose-leaf lined paper
 - Lab Book – 1” binder (provided)
 - Lab books are for Biology only. No other coursework should be in the lab book.
 - Fully charged Chromebook (school-issued)

Photos

- Students are not allowed to take photos of each other in the classroom.
- Photos may be taken of the whiteboard or other materials in the room, for educational use.
 - Photos will be taken by the teacher for use in constructing seating charts and to contribute to the Freshman Assembly. These photos will be used for school purposes only.



Hall Pass

- Each student is issued four hall passes for each quarter.
 - If you have a health/medical need to leave more often, please see Mrs. C so she is aware of your circumstances.
- One person at a time; maximum of five minutes gone from class.
 - If the hat is gone, wait until it returns.
- Violation of hall pass rules will affect your citizenship and may cause you to lose your hall pass privileges.
- Students leaving class without following hall pass procedures may earn a “Sluff” in their Skyward attendance.



Special Activities

- Some labs and activities will be open only to those students who are not behind in their classwork and have a current citizenship grade of “H” or “S”.
 - Example
 - Criteria for participation in 3rd quarter dissections:
 - No missing assignments
 - Level 2 Proficiency or above (C+ or better)
 - Citizenship grade of “S” or “H”
 - Students not meeting these criteria will complete an alternative textbook lab.

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