Classroom Management Plan
Biology -- 2016-2017
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Classroom Expectations:

1) Be Here – be in class with supplies ready to learn
2) Strive for Excellence – do your best ALL the time
3) Golden Rule – treat others (and things) the way you want to be treated

Rewards for meeting and/or exceeding expectations
Praise
Positive notes or calls home
The joy of learning
Earning respect
Learning responsibility
Various other positive surprises throughout the year

Consequences for not meeting expectations
Verbal Warning
30 minute work detail
Parental contact
Written referral
Student sent to office

Severity Clause
Depending on severity of behavior, steps may be repeated, skipped or combined.

Biology Textbook

Biology. McDougal Littell. Ed. Stephen Nowicki. 2008. ($75.00 if lost or stolen)

In my classroom the textbook is ONE resource, I teach from a variety of resources. Student notebooks should be used to help organize and coordinate the objectives and resources for units taught in this course. I also keep a biology page on my teacher webpage through the USD265 website that students can access for helpful links, daily schedule, assignments, due dates, and printable/uploadable documents.
Biology: Year-at-a-Glance

1) Introduction: Scientific Method, Characteristics of Life
2) Ecology: Web of Life, Populations, Communities, and Ecosystems
3) Cells & Cell Reproduction
4) Biochemistry: Macromolecules, Enzymes, Photosynthesis, Respiration
5) DNA → RNA → Protein
6) Genetics & Heredity
7) Evolution & Geologic Time
8) Classification & Taxonomy
9) Sex Education

Class Supplies
Notebook – for ONLY this course (3-ring binder or 3-prong folder)
Pencil, paper, pen, eraser
Calculator
Flash drive (or location to safely save project and assignment info)

Classroom guidelines
➢ Use pencil or blue/black ink only.
➢ Additional copies of handouts cost 25 cents.
➢ No personal grooming during class time.
➢ No electronic devices allowed.
➢ Leave things better than you found them!
➢ Water bottles permitted.
➢ For labs, students will work with their assigned groups at the appropriate station. Points can be deducted for not being at assigned area.
➢ Computer and internet use is a privilege that can be lost for inappropriate use.
➢ Safety for self and for others will be practiced and demonstrated at all times.

Classroom procedures
• Arriving in class: Quickly find your seat, record the assignment for the day in your planners, and check the board for an assignment on which to begin.

• Late arrival: If you are not in the classroom when the bell rings to begin class you are considered tardy. If you have a pass, give it to the teacher, then quickly and quietly proceed to your desk.
  ➢ School Tardy Policy
    1st: verbal warning
    2nd: parents notified
    3rd: detention with teacher – failure to serve equals one day in ISS
    4th and beyond: office referral

• Turning in assignments: Be sure to pay close attention to when assignments are due. For instance, if an assignment is due at the beginning of the next class, all papers will be collected at that time. Any papers turned in after that point will be considered late.

• Pass usage: At the beginning of the semester each student will be issued a PASSCARD with 5 free passes. When making a request for leaving the classroom (i.e. restroom, office, nurse) you must have your PASSCARD and an available pass. Bring the PASSCARD to the teacher to punch. Be sure to sign out and in, and take your agenda with you. Misuse or abuse of this privilege can result in permanent loss of usage.  
  BONUS: At the end of the semester the PASSCARD can be turned in for bonus points. Each pass that was NOT used will be worth ONE point on the FINAL

• Dismissal: At the end of the period, all students need to be seated with their areas cleaned. Then the teacher will dismiss the class. Students are to leave in an orderly manner.
Late Policy

All work not turned in at the time it is due is late. Late work will be worth 50% credit, and will not be accepted after that assignment is returned to the class.

Make-Up Work

It is the responsibility of the student to check the teacher’s website or the absentee folder for missed material and assignments. If additional assistance is needed from the teacher, the student will make an appointment with the teacher for before or after school. Make-up work needs to be completed and turned in to the teacher in a timely manner. You are given the same number of days you were absent plus one extra day to complete the make-up assignment.

If you are absent on the day of a TEST or QUIZ please be prepared to take it on the day you return to class or an instructor-assigned date. Note: If you are absent for a test, you may be given a different version of the test.

If you miss a LAB, you need to make it up within one week after school. Sign up on the chart.

Keep in mind school related absences are excused. However, students are expected to get homework in advance to complete and turn in when the rest of the class does so. If an assignment is due and you will be absent for a school activity, turn in the assignment before you leave.

Electronic Devices

A place in the classroom will be provided for students to put their cell phones to keep them from being a distraction. If a student is caught using his/her device when it is not designated tech time, or using it inappropriately, the device will be sent to the office and school policies will apply.

Scoring Assignments

✓ Daily Assignments: Daily assignments include activities such as worksheets, vocabulary, labs, class lecture notes, review questions, objectives, journal reflections, goal setting exercises, etc. Some daily assignments are to be completed alone, while some are group or paired activities. Most daily assignments are given a value of 10 to 20 points.

✓ Notebooks: To stay organized each student will have a biology notebook that needs to be a 3-ring binder or a 3-prong folder. The notebooks will be graded periodically. These three items must always be kept in the notebook: Classroom Rules/Procedures, Assignment Log, and Assignments (in order). Point values for notebook checks vary.

✓ Tests/Quizzes: Test and quiz scores make up 50% of the class grade. Quizzes are given periodically throughout each unit; they may be announced or unannounced, oral or written. A test will be given at the end of major units of study. Quiz and test values vary.

✓ Final Exams: Students will take a semester final that will account for 15% of the class grade.

✓ Projects: Some units of study will warrant the inclusion of a project that will be completed over a given length of time. The project requirements will vary, so each will have its own instructions and guidelines to follow. Point values for projects will vary.

---------------------------------------------------------------
Student Name___________________________________________ Biology Hour_____

At home I have access to     ( ) Computer    ( ) Internet    ( ) Email
When we have tech days, I have a device I can bring to school to use. ( ) Yes ( ) No
Science class I took last year___________________________________ Grade earned____
Requirements and Expectations for letter grade levels:

<table>
<thead>
<tr>
<th></th>
<th>Scholarship</th>
<th>Initiative</th>
<th>Co-operation</th>
<th>Attitude</th>
<th>Improvement</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A</strong></td>
<td>Ability surpassing requirements of Instructor.</td>
<td>Power of showing independence. Resourcefulness.</td>
<td>Advancing all group activities.</td>
<td>Definite benefit to class.</td>
<td>Increased development.</td>
</tr>
<tr>
<td><strong>B</strong></td>
<td>Exact and meeting all requirements of Instructor.</td>
<td>Satisfactory when stimulated by some achievement.</td>
<td>Satisfactory in class.</td>
<td>Appreciative and useful to class.</td>
<td>Showing progress under direction.</td>
</tr>
<tr>
<td><strong>C</strong></td>
<td>Merely meeting assignment requirements.</td>
<td>Variable.</td>
<td>Aimless.</td>
<td>Passable.</td>
<td>Common, limited.</td>
</tr>
<tr>
<td><strong>D</strong></td>
<td>Not filling class requirements.</td>
<td>Deficient.</td>
<td>Unsatisfactory.</td>
<td>Indifferent.</td>
<td>None.</td>
</tr>
<tr>
<td><strong>F</strong></td>
<td>Work not meeting requirements.</td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tbody>
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Semester Grade Calculation

- 42.5% -- Daily Work, Projects, Notebooks, Participation
- 42.5% -- Test & Quizzes
- 15% -- Semester Final

Grading Scale

- **A** 94.5 – 100
- **A-** 89.5 – 94.49
- **B** 82.5 – 86.49
- **B-** 79.5 – 82.49
- **C** 72.5 – 76.49
- **C-** 69.5 – 72.49
- **D** 62.5 – 66.49
- **D-** 59.5 – 62.49
- **F** 59.49 and below

Plagiarism and Cheating

Plagiarism and/or cheating will not be tolerated on any assignment. Students who plagiarize or cheat will receive a zero on the assignment. Parental contact and/or disciplinary referrals will be made in habitual and extreme instances. Remember that plagiarism is stealing someone’s work – whether word for word or an original idea. Please be cautious when completing class work, especially projects, that lend themselves to easy plagiarism.

**Note:** The teacher holds the right to make changes to the syllabus, or to modify the syllabus on an individual basis.

Student: I have read and understand this management plan and will honor it.

Signature _______________________________ Date ____________

Parent / Guardian: My child and I have read, discussed and understand this management plan. I will support it.

Signature _______________________________ Date ____________