

Course Guidelines and Expectations

Course: Biology

Teacher: Ms. K. Ramin
Classroom: 502

Office Hours: I will be checking email daily during the school week 7:30-3:00. In person meetings by appointment per COVID protocol.

E-mail: Kramin@washoeschools.net

Remind 101: Text 81010 @raminBIO

Materials Needed as we cannot use class sets: 3 ring binder/folder, college ruled notebook of choice, colored pencils or colored pens, scissors, highlighter, calculator, ruler, erasers, red pen and pencils (I prefer mechanical pencils). **OPTIONAL, but helpful:** hand sanitizer, mini Kleenex, sticky notes, correction tape, water bottle with straw. **There is also a mandatory \$13 lab fee.**

Textbook Information

Online version of *Concepts of Biology* textbook is at [Openstax.org/books/concepts-biology/pages/preface](https://openstax.org/books/concepts-biology/pages/preface)

Course Purpose

- 1) To increase higher level thinking skills for better decision making and problem solving.
- 2) To help you understand what biology is and what biologists do.
- 3) To help you gain an appreciation for the diversity of life and the importance of living things in the world around you.

Course Description

Biology is an introductory course covering basic principles and concepts of biology. Methods of scientific inquiry and behavior of matter and energy in biological systems are explored.

Course Competencies

- ✓ Describe and utilize the scientific method.
- ✓ Describe the basic characteristics shared by all living things.
- ✓ Identify and describe the basic chemistry involved in the structure and life processes of living things.
- ✓ Identify and describe the structure and function of enzymes and cells.
- ✓ Describe the arrangement and function of tissues, organs, and organ systems in multicellular organisms.
- ✓ Analyze the processes of cellular metabolism and the related energy transformations, organic molecules, and cell structures.
- ✓ Identify and describe the importance of and the components of homeostasis.
- ✓ Describe and examine the various kinds of reproduction.
- ✓ Describe and analyze the processes involved in the biochemistry of DNA and the biochemistry of genetics (including protein synthesis).
- ✓ Analyze the events and processes involved in inheritance.
- ✓ Describe and analyze the processes that result in mutations.
- ✓ Describe and analyze the processes involved in evolution and their impact on all living things.
- ✓ Identify and describe the basic concepts of taxonomy and how they relate to the classification of all living things.
- ✓ Identify and analyze the basic principles of ecology.

Sequence:

Semester 1:

Biology Basics
Ecology
Chemistry
Cells/Processes
Energy in living systems

Semester 2:

Structure & function/Cell division
Genetics
Evolution
Biotechnology

1. ATTENDANCE & TARDY POLICY

- Attendance will be taken every day, whether we are face-to-face or learning from home.
- Students will be required to make up work for days they miss for any reason.
 - If an assessment is missed, you must make-up the assessment within 3 days of return.
- Work assigned by the teacher will count towards your semester grade. If work is not turned in from face-to-face instruction or learning from home students' grades will be negatively impacted.
- If you know in advance that you will miss class, it is your responsibility to make arrangements with me prior to the absence so we may discuss missing work. These absences include sporting events, doctor appointments, team competitions, etc. Students who are absent due to illness or emergency are responsible for the material covered in class and any assigned assignments. Please consider getting a classmate's phone number.
- It is your responsibility to keep up with Teams and communicate with me to make up assignments, labs, or tests. **I cannot assist you during class unless there is an activity that allows me to spend time getting the assignment for you.**

2. GRADING POLICY – please read carefully!

Biology students will be assessed on science skills and application of concepts. Students will show proficiency in doing the required skills and demonstrating appropriate mastery of the standards set forth by Nevada.

Please check Infinite Campus to monitor grade.

Homework

Throughout the year, you will be learning an enormous amount of exciting concepts. In order to be successful, **you** must dedicate some time and energy to learning the material. Successful students do some type of homework for this class every evening. If nothing is due the next day, consider doing part of a long-term assignment, reviewing past assignments, organizing your notebook, or reading over lecture notes for the upcoming test.

Academic Grades

Grades will be weighted in the following way:

Mastery:	60%
Test, Quiz, Formal Lab Write-Ups, CER writing, Projects	
Practice:	30%
Daily work, Informal Lab Write-ups, Practice Pages	
Final Exam:	10%
	100%

Grading Scale

A	90 – 100
B	80 - 89
C	70 - 79
D	60 - 69
F	0 - 59

Your grade is determined by how well you do on tests, quizzes, labs, practice work, and projects.

3. CLASSROOM “HOME BASE”: please make sure you have the following Apps downloaded.

- Microsoft Teams
- Microsoft OneNote
- Microsoft Outlook (studentID@washoeschools.org)

You will find all of our lessons, notes, and assignment links on your class period's Teams Page and our OneNote books.

4. **MCQUEEN CELL PHONE POLICY:**

Students will be required to have their cell phones and personal electronics in the off position during class time.

- There will be a holder available for cell phone placement OR students may keep the phone off and in his/her backpack.
 - a. This is to ensure there are fewer distractions, less theft of devices, and full engagement of students during ALL class time.
 - b. In case of emergencies, and/or the need to speak with your child during class hours, parents may contact the school and hit zero for the operator.
- Students may NOT use electronic devices going to and from the restroom, library, office, etc. during class time. Headphones may not be used, out or visible at any time during class.
- Items considered personal electronics:
 - Including but not limited to: Smart Watches, CD Players, MP3 players, IPODS, Phones, Game Boy, and Cameras.

Technology violations progressive discipline plan:
(Please read carefully as the consequences have changed)

First offence: cell phone/electronic device will be confiscated and returned to the student at the end of the school day. Parent will be notified.

Second offence: cell phone/ electronic device will be confiscated, parent will be notified, and **the parent will be required to pick up the cell phone/electronic device.**

Third offence: cell phone/electronic device will be confiscated and delivered to SRO. Parent will be required to pick up cell phone and SRO will assign consequences which may include suspension.

5. **CELL PHONE FOR CLASS USE:**

- **The exception to the above school rule is when we are using the devices for class work.**
- **We will be using the following apps on devices: Microsoft Teams, Microsoft OneNote, Microsoft Outlook, Remind. Please download the apps and be prepared to use them.**
- **When we are using personal devices in class the icon will be identified on the board and should remain on silent, all apps closed, until asked to follow the specific class instructions.**

6. **FOOD AND DRINK:**

- Food or drink are NOT ALLOWED in the science classroom, with the exception of water bottles with tight closing lids, straws are encouraged this year with mask use. Any open food or drink containers brought into class will be thrown away.
- Unfortunately, this year classrooms will be closed at lunch. No students will be allowed in the classroom at lunch time. There may be exceptions to this if an assessment needs to be completed, but no food will be allowed.

7. **RESTROOM POLICY:**

- One student at a time is permitted out of the room for the restroom.
- You will need a yellow pass from me.
- There are no passes given the first 10 or last 10 minutes of class per McQueen rules.

8. **Citizenship Grades**

Citizenship grades are based on classroom behaviors, and the ability to follow WCSD rules, including gum and tardiness. Each infraction lowers your citizenship grade one-half letter grade. The school's progressive discipline plan will be followed.

9. PROGRESSIVE DISCIPLINE

Progressive discipline follows the guidelines set out by the WCSD and McQueen High School.

1st infraction will result in a discussion with the teacher.

2nd infraction will result in an email/call home to guardian.

3rd infraction will involve SRO. Serious infractions **may** result in immediate office referral.

10. COVID SAFETY

1. Students are encouraged to wash/sanitize hands before and after class.
2. Students will always wear a mask in class.
3. Desks will be individualized, and specific seats apply to periods.
4. Students are to maintain 6 feet of social distancing while in class
5. No sharing of masks, supplies, lab equipment, or any other items.
6. See the teacher with any COVID safety concerns.
7. Walking around the room will be prohibited.
8. All district regulations for self-monitoring before coming to school apply to this class.
9. If you are not feeling well, please do not come to school.

Test Retake Opportunity

Students have the option of retaking any test under the following guidelines:

Redo & Relearn for must be completed before retake, Parent/guardian must sign that studying/preparing has occurred before retake.

- (a) The retake must be scheduled within one week of receiving the graded test, excluding excused absences.
- (b) I will keep the retake score, so be sure to study before taking the assessment again.
- (c) Retake tests will cover the exact same content but may not be in the same format.
(Quizzes may not be retaken.)

Academic Dishonesty*

Academic dishonesty in any form will not be tolerated. This includes, but is not limited to,

- (a) Copying other students' work without discussing it
- (b) Using the same exact wording as your lab partner on an assignment
- (c) Plagiarism (always cite your sources)

*Students will receive a zero for the assignment and all extra credit points for the semester will be removed. A parent/teacher conference may be scheduled to discuss further consequences if it becomes an issue again.

*Note that repeated dishonesty may lead to a failing grade in the course whereupon students will be required to repeat the course.

You will be asked to verify that you are participating in Academic Integrity for online assignments. Please be mindful that you will harm your own academic growth by not answering questions honestly without assistance.

Please sign and return this paper within one week.

Dear Parent or Guardian:

As stated in the registration catalogue for the 2020-2021 school year, there will be a **\$13 lab fee** for your child's science class. The fees that are collected are used for a variety of materials that make this class a lab based, hands on learning experience for your child. The fees are spent on items such as dissection specimens, microscope slides and equipment, chemicals, and glassware, as well as other miscellaneous items that help supplement the science curriculum. *Please understand that many more consumables will need to be purchased this year to support Health District guidelines of not sharing materials.*

Please remember that lab fees are due by the end of September, but the sooner the better. Your cooperation and support are appreciated! If you have any questions, please feel free to contact me at Kramin@washoeschools.net

Biology 1-2 Statement of Understanding

I, _____ (PRINT NAME) have read and understand the course requirements for biology 2020-2021 school year. I understand that tardies, absences and inappropriate use of electronics impact not only my performance and learning, but also my classmate's ability to learn. I understand the WCSD attendance policy, McQueen high school cell phone policy, and grading policy. I accept Ms. Ramin's tardy and attendance policy, McQueen's cell phone policy and McQ's science department's grading policy.

I understand I must take the Nevada State Science Exam in April 2021.

Student signature

date

Parent signature

date
