**Syllabus from Mrs. Kittrell’s Applied Life Science Class**

**Gates County High School**

**Spring 2013**

**Introduction:**

First, let me take this opportunity to welcome you to Applied Life Science. It is a very exciting class. I have been working hard to ensure that this class is filled with engaging labs and fun activities that will allow you to be successful. Applied Life Science is a class with a Common Exam; therefore, you may take a state exam at the end of the semester. We will be concentrating on the course standards that you may be tested on at the end of the year.

**Classroom Expectations:**

The norms and guidelines are based on respect for each other and creating a safe learning environment.

*Each student should . . . .*

1. Pay attention and follow the directions of the teacher. Talking during class time should be teacher directed.

2. Be in class ready to work when the Tardy Bell rings.

3. Be prepared for class with text, notebook, paper, pencils, homework, etc.

4. Attend class with an open mind, willing to learn.

5. RESPECT others and their property.

**Consequences:** 1st – Warning

 2nd – Warning

 3rd – Pink slip from class and phone call home

**Absences:**

Don't be absent. REMEMBER on the semester system 1 missed day is like missing 2 classes. If you know that you are going to be absent ahead of time you can request that day's work. If you do not get the work ahead of time, you will have three [3] days upon your return to make up your work. [GCHS handbook guideline.] Many skills build on prior skills, so it is important to keep up with your class work.

***Standard Operating Procedures:***

**Homework and Classroom Assignments**

* Your name and class period should be written in the upper-right hand corner of all paperwork.
* Write on both sides of a piece of paper. Save paper, save trees!
* Assignments that take multiple pieces of paper should be stapled together.
* Please, no papers torn from spiral notebooks.
* Homework should be put in the appropriate class box located at the front of the classroom before class starts.

**Major Assignments (lab reports, essays, research papers, etc)**

* Major written assignments will have a cover page with the title, your name and period.
* Major written assignments may be typed with 1" margins, using a 12pt font that is neat and legible. (e.g., no cursive or Old English fonts).
* Refer to the assignment sheets and rubrics to **be sure** that all parts are complete.
* Major assignments will be turned in on time. Major assignments can be turned in after the due date, however, 10 points will be deducted for each late day.

**Tests & Quizzes**

* You may be allowed to use your notebook on quizzes. This means that it is in your best interest to maintain an organized notebook.
* If you **miss a quiz**, you may take an alternate version within 3 school days after your return to class. Missed quizzes must be taken during lunch, club time, or before or after school.
* If you **miss a test**, you may take an alternate version (and possibly in an alternate format such as an oral exam) within 3 school days after your return to class. Missed quizzes must be taken during lunch, club time, or before or after school.
* Tests and quizzes will be stored.

**Grading**

* All assignments are graded on a 100 point scale.
* If you are absent and miss a graded homework, quiz or test, the missing assignment must be completed within 3 school days after your return to class.
* Major assignments will be turned in on time. Major assignments can be turned in after the due date, however, 10 points will be deducted for each late day.
* Six-week grades will be determined using a straight average. The semester grade will be determined by averaging the 3 six-week grades and the final exam. The Final Exam will count as 25% of your grade.

**Tutoring:**

I am available for tutoring as needed and by appointment. Please, do not wait until the day before a test or project due date to ask for assistance. I try to accommodate each student, however, there are days that I have afterschool obligations. When you stay for tutoring, be sure to sign in and out on the Tutoring Log.

**Remediation/Re-takes**

If you are not happy with a score on any major assignment or test you are welcome to revise that grade. You may come to my classroom during lunch, club time, before or after school on a designated day and fix your mistakes. This gives you an opportunity to learn what you did wrong and why. [Looking up the answer will help you to remember the information.] You will then receive the average of the two grades (the original and the revised).

Example: You take a test and score a 60%. You revise your incorrect answers and score a 100%. Your new grade is 80% (60%+100%=160%; 160%/2=80%).

**Required materials**

Three-ring binder with pockets

Loose-leaf paper

Pens (blue or black)

Pencils

Highlighters

*Optional Items*

Dividers (***optional***, to divide tested sections. May help with organization)

Colored pencils (optional, limited supply in class)

Donated Items

Donations of the following items are greatly appreciated.

Facial Tissues, hand sanitizer and spray disinfectant