

# CP BIOLOGY OF THE LIVING EARTH COURSE SYLLABUS – 2024-2025

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**INSTRUCTOR:** MRS. TREVINO

**EMAIL:** [KATLYN\\_BAEZA@CHINO.K12.CA.US](mailto:KATLYN_BAEZA@CHINO.K12.CA.US)

**RESPONSE TIME:** 48 BUSINESS HOURS

*\*Students: when you email me, please use your school email and include your period number in the subject line.*

**ROOM:** S203

**OFFICE HOURS:** SEE WEEKLY HOURS POSTED ON THE BOARD IN CLASS

## **Introduction**

Biology is the study of living organisms. The major concepts that will be covered in this course include cell biology, genetics, ecology, evolution, physiology, and the scientific process. It is aligned with the Biology Next Generation Science Standards (NGSS) and satisfies one year of the high school graduation requirement for science. It also fulfills one year of the University of California laboratory science section of the subject “A-G” requirements for admission. Any biology labs and simulations students will perform during the year as part of this course will require high level critical thinking skills, active problem solving, cooperative work, and independent learning.

## **Class Textbook, Website & Materials**

The traditional class text, *Experience Biology* by Miller and Levine, can be checked out from the library and left at home for use with independent reading and homework assignments. Students should not write in textbooks.

Important course materials, assignments, supplementary reading, and information, including announcements, can be found on the Google Classroom course website. Students must come to class prepared and ready to learn. As such, the following materials are suggested for you to be successful:

- School-provided Chromebook
- College-ruled lined paper
- A binder (either one dedicated to this class or a specific section within a general school binder)
- No. 2 pencil & pencil sharpener/lead
- Black ink pen
- Pens of different colors, colored pencils, and highlighters

***NOTE: Colored pencils and highlighters are available in class and may be shared among classes. Likewise, other necessary office supplies.***

## **Laboratories**

Inquiry-based laboratory activities are an important component of the class. Students are responsible for keeping and maintaining a record of all laboratory investigations. Students will also communicate their laboratory results through formal reports, group presentations, poster sessions, and summaries of literature and scientific investigations. Students must abide by District safety rules and regulations when performing laboratory activities.

## **Binder and Assignments**

Unit packets are to be set up in accordance with the table of contents posted on the whiteboard in class and/or Google Classroom. It is to include all notes, classwork, and homework (*unless otherwise announced or submitted through Google Classroom*). It is recommended that you keep your packets up to date and in an organized manner. ALL work must have a name, Bio ID#, and title, and should appear in the packet in order. A scorecard with the order of items will be provided prior to the due date (*any packet that does not follow the order presented on the scorecard will not be graded*).

Refer to the following late assignments policy:

- Late work can be turned in prior to the end of each unit with no penalty. Students will be told when the last day of a unit will be. It is the students' responsibility to turn in their late work prior to the end of the unit. Late work from a unit will not be accepted after the last day of a unit.
- OOPS PASS & HW PASS POLICY: An OOPS or HW Pass may be used to turn in an assignment late up to each six weeks grading period deadline with no penalty.
- 20 Bulldog bucks = 1 HW pass; HW passes will follow the policy listed above
- If there is an emergency or other extenuating circumstance, I must be informed BEFORE the assignment is due in order to make appropriate arrangements.

## **Grading Policy**

Grades can be accessed online via the student and/or parent Aeries Portal. Aeries Portal access can be obtained in the office. Overall grades will be weighted as follows:

Assessments-Summative (e.g exams, semester finals).....	<b>40%</b>
Assessments-Formative (e.g. quizzes).....	<b>20%</b>
Laboratory & Projects(e.g. laboratory activities, laboratory reports, etc.).....	<b>20%</b>
Assignments (e.g. classwork, homework, etc.).....	<b>20%</b>

### **Grading Scale**

A+	99% and ABOVE	B+	87 – 89%	C+	77 – 79%	D+	67 – 69%	F	59% and BELOW
A	93 – 98%	B	83 – 86%	C	73 – 76%	D	63 – 66%		
A-	90 – 92%	B-	80 – 82%	C-	70 – 72%	D-	60 – 62%		

**NOTE: I will not be rounding up grades. For example, an 89.9% will remain a B+ or a 79.9% will remain a C+, etc. Therefore, please take every possible opportunity to earn points so that you do not end up on the edge of a letter grade at the end of the semester.**

All students begin each semester with a “Satisfactory” mark in citizenship and work habits. Students must show the characteristics of an “Outstanding” to earn that mark. Students who are consistently tardy will automatically receive a “Needs Improvement” mark or an “Unsatisfactory” mark for their citizenship grade dependent on the severity and frequency. Students with missing assignments will automatically receive a “Needs Improvement” mark for their work habits grade.

## Attendance

Students will be presented with a large volume of information in order to comprehend the interrelationships present in biology. Students with poor attendance will find it difficult to keep up with the pace of the course. Make sure that any absences are cleared through the attendance office, as make up assignments and/or exams are prohibited for un-cleared absences or truancies. If you must be absent, refer first to the class website for assignments. Students are responsible for obtaining any missed assignments and/or assessments from the instructor. Contact the attendance office to ask for assignments to be sent home if your absence is over an extended period of time. Refer to the following:

- The number of days of the absence will determine how many days you have to make up the work. (Ex: 1 day absent = 1 day to complete work).
- If you are absent on a day scheduled as a review day for an assessment AND that assessment occurs the next day AND you are in attendance on exam day, you will be required to take the exam.
- If you are absent the day of an exam, then you are required to make up the exam *in class* the first day that you return, unless you have made PRIOR arrangements.

***NOTE: Make-up assessments may be a different version than those taken during the scheduled day of the assessment***

## Class Policies & Student Behavior

This is an honors science course. Students will be expected to uphold the following policies at all times:

- **Mutual Respect:** Disrespect of any kind will not be tolerated. Students will respect themselves, and show respect to the instructor, their classmates, and the classroom. Use academic vocabulary at all times. Behave with maturity and respect by actively listening when someone else, whether the instructor or a peer, is speaking. Respect our classroom by disposing of trash in the proper receptacles, cleaning up after laboratories, and treating books and classroom supplies with care. Respect must be shown to any specimens that are dissected. Immaturity and disrespect during any dissection will not be tolerated and may result in a significant loss of points, an automatic “Unsatisfactory” in citizenship, and/or removal from the course.
- **Academic Integrity & Honesty:** Cheating in any form is unacceptable and will not be tolerated. Please see the [student handbook](#) for further clarification of academic honesty. Students are expected to be familiar with the school’s policies on what constitutes academic dishonesty and the repercussions that will follow violations of said policies.
- **Dress Code:** The school dress code, including the wearing of hats, sweatshirt hoods, and sunglasses in class, as outlined in the [student handbook](#) will be enforced at all times.
- **Electronic Devices:** Electronic devices, when not utilized as a teacher-directed learning tool, are prohibited in class. This includes the use of cell phones and music. Cell phones must be kept off or on silent. Students will be assigned a BIO ID number that will correspond with the classroom phone pocket chart. Students will be expected to place their cell phones in their assigned pocket at the beginning of each class period. All student cell phones will remain in the phone pocket chart safely located behind the teacher’s desk for the duration of the class period. **Chromebooks are one of many learning tools used in the classroom. It is imperative**

**that students come to class with their chromebook charged or with a charger. Chromebooks are not to be used to play games or used to access sites unrelated to course content.**

- **Food:** This classroom is a laboratory, as such, absolutely no food, gum, or drinks other than water are allowed.
- **Restroom:** Students are expected to use the restroom, if necessary, during passing periods before or after class. If students need to use the restroom during class, they are encouraged to wait until after the first 15 minutes of class and after the teacher has finished giving instruction to use the restroom.

Students will be expected to act in accordance with school and classroom policies. If violation of the above policies occurs, parents and/or administration will be contacted.

**NOTE: The severity of and number of violations will be taken into consideration when determining consequences and may warrant acceleration of consequences.**

### **Honesty Statement**

You are encouraged to work with your peers to study course content. As such, some assignments will have evidence of collaboration. I expect that much of the group work that you do will be similar across members of the same group. Outside of this, all other work done in this class is expected to be original. Any violation of this policy is unacceptable, will not be tolerated, and will result in the following repercussions: (1) an automatic zero on the assignment or assessment in question; (2) an “unsatisfactory” mark for both citizenship and work habit grades; (3) the inability to ever receive a letter of recommendation from me for all parties involved.

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Please sign and upload this page only to the appropriate assignment on Google Classroom. Submission acknowledges that both student and parent/guardian have read and understand the CP Biology class expectations as outlined in the preceding pages. In addition, signature of this page indicates familiarization with the Ruben S. Ayala High School policies found in the [student handbook](#).

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Student Name (Print) & Date

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Student Signature

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Parent/ Guardian Name (Print) & Date

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Parent/Guardian Signature

## Parent/Guardian Preferred Method of Communication:

☐ Phone Call: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_.

☐ Email: \_\_\_\_\_