

Daily Routine

What do I do when I enter class?

- Be seated quickly and silently.
- Copy homework assignment from the board into your assignment notebook.
- Get out any homework due.
- Have your notebook out and ready.
- Complete the daily Warm Up
- Be ready to learn and have fun!

**Biology meets
EVERY day!!!**

HOMEWORK

Q. How often do we have homework?

A. You are given 3-7 days to complete most assignments, and will often have class time to finish. I list all assignments for the week on our class website, and all can be completed from the website. You can work ahead. Being prepared for class EVERY day will help a great deal. Notebooks will be collected and assignments graded about once a week.

Q. What happens if I don't do my HW?

A. I do not accept late homework. You will be given 2 "late passes" per semester. Turn this pass in instead of your homework for a one day extension with no penalty. Unused passes can be redeemed for 10 points each at the end of the semester as long as you have no Zeros in the gradebook. All work is considered late if not in my possession when I collect it at the start of the period.

Q. What if I am absent?

A. If you have a prearranged absence, retreat, or field trip you are expected to get your homework **BEFORE** you leave, and I expect it due the day you return. If you are sick, you must check the class website and complete the homework listed on the home page daily log. You have the same number of days to make up the work as you were sick. See me if you need help.

Q. What if I am absent the day of a lab?

A. See me to arrange a time to make it up. Note: if you miss a 100 minute lab period, it will take you 100 minute to make up that lab – be prepared! All labs must be made up within 1 week or sooner if using live organisms or food that may spoil.

Q. Can I retake a quiz or test if I fail it?

A. No. However, we will go over every test/quiz answer in class. Write down the correct answers so you know what to focus on for the test or exam. Come to see me in my office if you want to go over the test with me individually or if you need more help understanding a topic. Anyone receiving an F on a test or quiz is **required** to meet with me within one week!

Q. Do we have to keep all of our papers?

A. Yes. All notes, homework and labs will go into your composition notebook. All loose papers such as quizzes and tests will go in your folder. I will take time out of class to show you how to organize your notebook. An unorganized notebook will be difficult to study from.

Phone/Computer Policy: Keep both in your backpack as soon as the bell rings unless I ask you to get them out.

Brebeuf Jesuit Preparatory School

Mrs. McCarter, Biology Teacher;
Room 11, Lab 13

Mrs. McCarter's



Classroom Policy Handout

Contact information:

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WE REMEMBER

10% of what we read

20% of what we hear

30% of what we see

50% of what we see and hear

70% of what we discuss with others

80% of what we personally experience

95% of what we teach others

- Edgar Dale

Expectations:

1. Respect **yourself**
2. Respect **each other**
3. Respect the **classroom**
4. Respect your **teacher**
5. Respect your **work**
6. Come **prepared** to learn
7. **Complete** all assignments on your own and to the best of your ability.

**CHOOSE TO BE
EXCELLENT TODAY**

Consequences:

If there is a problem with expectations being met, there will be consequences:

1. Quick chat to get back on track
2. Call home
3. Meeting with the Dean and/or parent

***Cheating/copying answers is taken very seriously. All students involved will receive a 0 on any assignment that has one or more copied answers. Upon 2nd offense, the Dean and parent will be notified.**

To Be Prepared...

The following is a list of supplies you must have in class every day to fully participate:

- Pen or pencil and highlighter
- Folder
- Composition notebook
- Computer **with charged battery**
- Glue stick

Unit Topics

1. The Science of Biology
2. The Chemistry of Life
3. Cell Structure and Function
4. Cell Growth and Division
5. Genetics
6. DNA, RNA, and Protein Synthesis
7. Human Heredity & Genetic Engineering
8. Evolution & Natural Selection
9. Classification
10. The Biosphere and Ecology

Grading

Meaningful learning happens gradually over time and is not something that can be demonstrated simply by cramming for exams or completing one assignment well. Because your grade is to reflect this learning process, everything that you do in this class will be considered toward your final grade.

Grades are posted at least once per week on Portals. I use a "total points" system and do not weight grades.

What I grade:

Quizzes & Tests	
Classwork and Notebook	
Homework	
Projects	
Lab Reports	
Preparedness/Participation	
Semester Exams	15/20%
*Extra Credit is available	

Attendance

You are expected to have excellent attendance. This class will be difficult for those who don't show up every day, because one lesson builds upon another.

Consequences for being absent:

1. You will likely need to use one or more break periods to make up work
2. You miss valuable information

If you have to miss class, on the day of your return, please:

- Check **the class website**.
- **Find out about missed notes and announcements** from a classmate.
- **See me before school or email** to schedule any missed test/quiz or lab.

Get Help/Reach Me

You have several options:

1. Come to the test Study Sessions (will be announced in class & online) held about once per week.
2. Arrange an **appointment** with me. I am available most odd-numbered periods. Remember – I teach all PRTs except for the first PRT on day 1. My daily schedule can be found on Portals, our class website, at my office desk, hanging in the class and lab.
3. E-mail me at cmccarter@brebeuf.org
4. Class website: mccarterbiology.edublogs.org