

# Mrs. Gensburg's Syllabus for Zoology/ Biology 2 2011-2012

## Course Description

All students need to achieve a certain level of scientific literacy in order to better understand the world, be able to make informed decisions and solve everyday problems. Zoology/ Biology 2 meets this challenge by presenting the general principles of life with an emphasis on the animal kingdom, anatomy, physiology, and veterinary terminology.

## Instructional Philosophy

The course will employ a variety of teaching methods and alternative means of assessment to evaluate each student's individual growth. An emphasis will be placed on participation and following proper classroom procedures.

## Course Goals

- To promote a greater understanding and appreciation for the world in which we live.
- To be able to apply basic scientific principles to other areas of your life.
- To develop critical thinking skills in order to make well-informed decisions in the classroom and life.
- To realize that science is fun.

## Rules

- Follow directions.
- Bring all supplies to class including book, binder, and pen or pencil.
- Use respect (actions and words) in dealing with others.
- Follow all safety instructions at all times.
- Use classroom/school appropriate language.

## You are required to have:

- 2.5-3 inch binder
- Pen or pencil, NO GREEN
- Paper without fringes
- Dividers
- Colored Pencil (24 pack recommended)
- Note cards (Approximately 400)
- Headphones (for use with iPads. These should be brought to class daily.)

## It is recommended that you have:

- iPad stylus

## **Assignments**

We are in this together, and I want the students to succeed. These assignments are not make lives difficult, but to help students learn in various ways.

## **Terminology**

Everyday when students enter class there will be a short assignment in veterinary terminology to work on for the first ten to fifteen minutes. This is a time for students to review and use their term knowledge. **Students are expected to study their vet terms using their note cards or other mean outside of class.**

When you come to class begin working on the given terminology assignment. Class begins when you enter. Do NOT wait for me to tell you. The assignments can be found in the bulletin board folders. I will come around at the beginning of the class period to see if each student is working on the correct assignment. If you are working on the correct assignment at this time, you will receive one point. This is five points a week and approximately forty-five points a nine weeks. This is equal to approximately one test grade. These points will be added onto your grade at the end of the nine weeks.

## **Notebook**

Each student is required to keep a 2.5-3 inch Binder as a notebook. There are six sections to this notebook: Terminology, Labs, Tests/ Quizzes, Vet Term Homework, Classwork, and Notes. Students must have something to divide these sections.

Students will keep a running tally of their grades on a grade sheet. It should be the first thing in your notebook following the syllabus, safety contract, and clock. This is where you go to find out your grade at anytime. If you would like to know your grade in the class, I will be able to give you an update providing I have the time and you remind me. It is not my responsibility to remember you need to see your grade.

Notebooks will be graded each nine weeks. A checklist will be given before the notebook is due and all notebooks are to be organized exactly as on the check list. Each time the notebook is graded points will be also give for a completed grade sheet and for having dividers in the notebook.

## **Notes**

Listen when I talk and take notes. I try to make learning and listening fun, but I AM TEACHING. What I say is needed. Sometimes I say it only once. If I say it, it could end up on a test or quiz.

## **Test/ Quizzes**

Test and quizzes will be given regularly. These tests will include many different types of questions such as multiple choice, true/false, matching, short answer, and essay.

Pop quizzes are always a possibility. Many times pop quizzes will be open note to make sure that notes are being taken as asked and required.

## **Test Policy**

All students will take tests/ quizzes on the date scheduled *unless*:

1. Student is absent (with an excuse) on the day of the test/quiz. In this case, student will take the test/quiz the **FIRST** day they return.
2. Student is absent the day before the test/quiz and new information (ie. notes, review sheet, lecture) was given. In this case, student will take the test the following day.
3. There are extenuating circumstances, which Mrs. Gensburg will take into consideration on a case-by-case basis.

Should any of the above stipulations (1-3) be true Mrs. Gensburg has the right to give the student a different version of the test/quiz.

### **Labs/Demonstrations**

Students will work on labs both individually and in groups. Most of the time groups will be assigned by the teacher.

Many times students are expected to read the lab ahead of time. This allows the student the maximum amount of time to complete the lab.

### **Homework/Assignments**

Homework can be given at any time to require/encourage students to work on something outside of class time. Sometimes class time will be given to begin the work.

**Homework is due at the beginning of the class period.** Homework is to be placed in the file when you enter the room.

Assignments get turned in by you! They are collected the day and period that they are due. Any assignment turned in late will receive two points. It does not matter if it is two minutes, two hours, or two days late. Late is late.

Each nine weeks students will receive a pass to turn in one assignment late and have it graded as if it was on time. This is NOT a free homework pass. The assignment must be completed. This pass is not good on test, quizzes, projects, or notebooks. If you do not use this pass at the end of the nine weeks (and still have it) you may turn it in for ten extra credit points.

### **Vet Term Homework**

Second Semester students will have regular homework. The policy below describes the procedure for Vet Term Homework.

I want you to succeed. In order to succeed you need to spend time immersing yourself in the body systems and the terminology.

- All homework goes in the section of your notebook called **VET TERM HOMEWORK!**
- There will be approximately two homework assignments every chapter. One of them could possibly be a review to help you study for quizzes/ exams. Some could be information already covered in class. Other assignments could be preview for what is coming.
- Homework is always due the next day. For example if homework is assigned on Tuesday then when you enter the class on Wednesday it is due.
- There will not be time given to work on it the day it is due. The homework needs to be sitting out on your desk when I come around to check that you are working on your daily points (folder) assignments. You may *NOT* be working on it at this time. It must be done already.
- The homework assignment must be completely finished. There will be no questions unanswered. Make every effort to answer all the questions. Use the textbook and Saunders's Comprehensive Dictionary as resources to help you.
- Each homework assignment will receive a stamp. Stamps are only given if the homework is 100% completed.
- After all homework has been checked, the answers will be given either verbally or on the SMART Board. Please take the time to check your answers. There is no use in studying something if you do not have the correct answers.
- Everybody has a bad day. For each of the third and fourth nine weeks one homework assignment does not need to be stamped. For example: If there are thirteen assignments in the third nine weeks then only

twelve need to be turned in. Each assignment is worth five points. Continuing with our example: homework for the nine weeks will be worth sixty points, but if you turned in all thirteen assignments you would earn sixty-five points (five extra credit points.)

- Do not lose these assignments. They are your responsibility. I cannot keep track of your homework. You must do this. Even if it was stamped and you lost it, you will not receive credit.

## **Projects**

These projects are designed for students to use their gifts and talents in the world of science. Some class time will be provided, but time out of class is also required. All students will be required to present their project to the class.

Major assignments and projects will be taken late on a drop grade per day scale (this includes weekends). For example if an assignment is due on Wednesday, and you turn it in on Thursday the highest grade you can receive is a B.

## **Help!!!**

Every student is encouraged and expected to come for help and ask questions when a concept, idea, or assignment is not understood. I am in the building from at least 7:20am to 2:20pm everyday.

## **Website**

I run a website [www.frogstudy.com](http://www.frogstudy.com) for all classes. This website has the class calendar, notes, review sheets, and other important information. Please refer to it regularly if you have questions or need information.

## **E-mail Policy**

**My e-mail address is [rachel.gensburg@neomin.org](mailto:rachel.gensburg@neomin.org)**

Please feel free to e-mail me with any questions. If I do not answer your e-mail though, this is not an excuse for your work to be late. Your work is still due.

Also, if you e-mail me an assignment because you are absent, that assignment will only be accepted if you have an excused absence. For example, if you are absent on Tuesday and, you e-mail me your assignment on Monday evening. It will be counted for Tuesday. Assignments are accepted the date they are due not early. Even if you turn in an assignment early, it is still not graded until the due date.

## **Grades**

Grades are earned on a point system. The amount of points the student earned will be divided by the total amount possible.

Grading scale

92% to 100%= A

83% to 91%=B

74% to 82%=C

66% to 73%=D

0% to 65%=F

Grades are rounded. If a student receives a 91.5% or above, the grade will be rounded to a 92%.

## **Extra Credit**

Extra Credit is not a right. It is given or not given at the teacher's discretion. Please do not ask for it.

## **Tardy Procedures**

Be on time to class. When you enter class late, you must have a pass. If you do not bring a pass, I will send you back to get one. If you enter, class late and do not/ can not have a pass, refer to the student handbook for discipline.

Take special care to be on time to homeroom. You are aware what time school starts. If you walk in even a second after the bell, you will be sent to the attendance office for a Tardy slip. Refer to the student handbook for how tardies to school are handled.

I know some of you come a distance within the building. These situations are handled on a case by case basis.

## **Absences**

If you are absent, check on the day you return to school for missed assignments. Check the Internet ([www.frogstudy.com](http://www.frogstudy.com)) or board to find any work missed. Any sheets that were distributed are available in the folder under the appropriate class. You will be expected to complete assignments without being asked. If you have any questions, please ask another student before you ask me.

You are also responsible for scheduling a time to make up any quiz or test that was missed due to your absence. You may do this during lunch, or before or after school. **(See Test Policy Above)**

If you are, absent from class, but still in the school building (I.E: SADD Meeting, Skills, FFA, field trip, assembly, etc ) your work is still due that class day. You must bring your work to me sometime during that school day. The next day the work will be counted as late.

To get notes from a day of class missed please go to [www.frogstudy.com](http://www.frogstudy.com). If you do not have internet access at home you may always access the website at school or a Library. If you still cannot access the internet you should ask a friend from the class what the notes and assignment were on the day you missed. After you have tried those venues then you should come to me for a print out of the notes [before school after school, or during my prep period]

For every one day a student is absent the same amount is given to complete the assignments. For example, if a student is absent three days, they will be given three days to make up the assignments.

Credit can not be given for days a student is in out of school suspension or has an unexcused absence. Tests can also NOT be made up for these reasons either. Refer to the student handbook for what absences are counted as unexcused.

## **Leaving the classroom (restroom, office, clinic, etc.)**

If you need to leave the room for any reason, you must first ask permission and have your student handbook. You also must sign out (on the sign-out sheet) with your name, destination, date, time out, and time in. A pass to leave the classroom will be written in this student handbook. Please fill out the information so that I may sign it.

If you do not have your handbook and need to use the restroom, you may still go, but a referral will also be sent to the dean's office. (Read the handbook for these consequences.)

Students who are gone for too long, are not where they said they were going to be, or do not sign out may have their class privileges revoked.

If you need to use the restroom, try to use the time between classes. You can come to class and ask to go to the restroom before class starts. You will not be counted as late, but I will not wait for you to return to begin teaching.

### **Pen/Pencils**

You may write in pen or pencil for class. Please feel free to write in different colors. **NO GREEN!** I grade in green so please do not write in it.

### **Food, Drinks, Gum**

No food, drink, or candy will be allowed in class. This is school policy, but in addition, this is a science lab food, drinks, and candies are considered a safety issue. Gum is allowed on most days as long as I do not see it or hear it. There will be some lab days where I require you to throw away your gum.

### **Dismissal**

Stay in your seat until you are dismissed. You will not stand at the door and wait for the bell to ring. When you are in my class, you are on my time. I have the right to use every second up until the bell. Do not pack up until I am finished. I could say something very important in the last few seconds.

**All rules and expectations in the TCTC Student Handbook will be enforced.  
Please refer to your handbook for these rules.**

## **iPAD Initiative**

We as a class have a wonderful opportunity this school year. This year we will have a class set of iPads to use on a daily basis in the classroom. This is great opportunity, and I am very excited. I am very familiar with the iPad, but using in the classroom is new to me as this is the first year TCTC is offering these and only six teachers have been awarded the privilege. Many assignments will be completed using the iPads in the class, and many assignments will also be completed without the use of paper. I am really excited about working with the students in using this technology to enhance their learning. It is possible you son/daughter might have work from time to time that require the use of a computer with Internet access (not and iPad, work will be able to access from any computer with Internet access). Please understand adequate time is given in class to work on assignments, but sometimes if they are not completed or a student is absent, time outside of class it required as possible with any assignment. I realize that a computer with Internet access may not be available in your home. Students though do have resources. **Students have use of the TCTC Media Center before school, after school, and during their lunch.** They also have use of the extra help lab before and after school if they needed assistance with their work. Public libraries, relatives' homes, friends' homes, etc. might also be an option. I feel that with these options completing work in a timely manner is possible. If there is ever a specific challenge that arises for a certain assignment please do not hesitate to contact me before the due date of the assignment at [rachel.gensburg@neomin.org](mailto:rachel.gensburg@neomin.org) . Because of this new opportunity there is also additional paper work that must be signed by both the student and parent/guardian. Please make sure you read though this entire packet and sign that paperwork as well. I am looking forward to a great school year.

# Mrs. Gensburg's Syllabus

## Zoology/ Biology 2

### 2011-2012

It is requested that a parent/ guardian sign below to signify that the above syllabus have been shared between the students and parent/guardian. If you have any questions or comments, please feel free to contact me by e-mail [rachel.gensburg@neomin.org](mailto:rachel.gensburg@neomin.org) (Please include your son/daughter's name as the subject.) or by telephone 330-847-0503. Your involvement in your child's education is greatly appreciated.

\_\_\_\_\_  
Signature of Parent/ Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Parent/ Guardian

\_\_\_\_\_  
Relationship to Student

(\_\_\_\_\_)\_\_\_\_\_  
Phone Number where you can be reached.

Is there anything that you feel I need to know to make this year with your child the best science class they have ever had?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Each student is asked to please sign below to signify that the above syllabus has been shared with him/ her and that any questions/concerns have been addressed on the date written below.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date