



Summer Creek High School

Pre-AP Chemistry Information & Class Procedures

Contact Information

Chelsea L. Harris
Room 1715, x5566
clharris@humbleisd.net
2nd Period Conference/Planning

Classroom Goals

While participating in this course, students are expected to:

- Exceed **all** perceived limitations.
- Demonstrate the relevant applications of Chemistry to **everyday life**.
- Utilize **successes and failures** experienced throughout the course to prepare for entering the workforce, higher academia, and beyond.

The 5 Bulldog Attitudes for Success

The following traits are necessary in order to be successful in Pre-AP Chemistry:

- BE SAFE
- BE CONNECTED
- BE AWARE
- BE RESPONSIBLE
- BE RESPECTFUL

Classroom Expectations and Consequences

Class Expectations:

1. Be Respectful
2. Be Prepared
3. Be On-Time/On-Task
4. Food and Drink Prohibited (except water)

Consequences

1. Warning
2. Meeting/Conference
3. Parent Contact
4. Office Referral

SCHS Grading Policy

- Grades are weighted as follows:
Level Courses: 60% Summative, 40% Formative
Pre-AP/AP/Dual Courses: 70% Summative, 30% Formative
- All grades are an assessment of an academic skill, concept, or performance.

- Grades based on behaviors are reflected in conduct grades.
- Major or summative assessments are defined as tests, projects, etc.
- Minor or formative assessments are defined as quizzes, daily grades, homework, etc.
- There will be a minimum of 3 major summative assessments per nine weeks.
- The minimum number of grades is 2 grades per week.
- Grades cannot be doubled or tripled to meet minimum requirements.
- Grades are posted at least once a week and published to parents and students through eSchool.
- All assignments will be entered into the gradebook before the start of the week in which the assignment is assigned or communicated weekly via the teacher/parent contact source.
- Parents will be contacted by phone when a student fails a class for the nine weeks.
- Grading Scale:
 - 90-100 A
 - 80-89 B
 - 70-79 C
 - 0 – 69 F

Reassessment Policy

- Re-teach and reassessment is mandatory when a teacher has determined that 50% or more of the class has failed to meet the mastery standard of 70% on a summative grade.
- A student has the opportunity to reassess a summative grade of less than 85 a maximum of once a grading period. The maximum grade on the reassessment will be an 85. Students must make and understand corrections to original summative test and complete all formative assignments to be eligible for reassessment. Reassessments must be offered with 1 calendar week of the date in which the original graded assessment was returned. Students must make arrangements to attend the re-teach and reassessment date set by the teacher if reassessment is done outside of school hours.
- Reassessment is not available for AP and Dual Credit classes.

** Students may not be able to reassess the last test of the 9 weeks if time does not permit.

Examples

Original Grade	Reassessment Grade	Reported Grade
65	100	85
58	92	85
45	85	85
68	80	80

73	78	78
72	60	72
84	100	85
85-100	Not Eligible	Original Grade

Late Work Policy

All Summer Creek High School teachers will utilize the following late work policy for all classes, regardless of level.

- Late daily work will be accepted up to 5 school days after the due date with a penalty of 20 points per day.
- The maximum penalty for a summative assignment completed within the 9 weeks is 30 points.
- Assignments turned in after the end of the school day are considered late.

Conduct Grades

- E-Excellent
- S-Satisfactory
- N-Needs Improvement
- U-Unsatisfactory

Any student receiving a conduct grade of N or U must have documented disciplinary incidents and parents must be contacted by phone.

Online Work

Some SCHS teachers assign homework that can be completed electronically via a web-based application. Since these assignments can be assigned and made due at any time on any day, students must stay aware of deadlines. It is expected that teachers communicate the deadlines in class, in writing, and electronically as appropriate. Students should make every effort to access the assignment via their own computer, phone, or library computer.

Late work policies and penalties do apply to online work.

Cheating/Plagiarism:

Cheating on an assignment or test will result in zero being recorded for that assignment or test. In addition, cheating is considered a conduct violation and is subject to additional disciplinary measures as discussed in the Student Code of Conduct.

SCHS students found cheating or plagiarizing (cheating) will be receive a minimum violation of 2 Saturday detentions and will be ineligible to exemption final exams.

The following guideline is used at Summer Creek to define and discipline for plagiarism. Additional information can be found at plagiarism.org

All of the following are considered plagiarism:

- turning in someone else's work as your own
- copying words or ideas from someone else without giving credit
- failing to put a quotation in quotation marks
- giving incorrect information about the source of a quotation
- changing words but copying the sentence structure of a source without giving credit
- copying so many words or ideas from a source that it makes up the majority of your work, whether you give credit or not

Classroom Activities

Typical classroom activities include *Do Now* Warm-Up Tasks, Demonstrations, Lab Experiments, Lab Reports, Peer Tutoring, Classroom Discussions, Group Work, Short Answer Writing, Quizzes, Tests, etc.

Make-up Assignments

- **You are responsible for all missed assignments.**
- Check *Google Classroom* and/or with your teacher to get missed info/work **before or after class, not during class.**
- If you miss a major test or lab, you must **ask the teacher** when you can make it up. It is **not guaranteed** that every lab can be made up, thus requiring an **alternative assignment** in its place. Please refer to the district's handbook or the information above for the late work policy.
- If you know you are going to be absent, I am **not required** to give assignments in advance; however, I will whenever possible.
- *Special Projects* may be assigned periodically during the school year.

Tutorials

- Tutoring is available every **Tuesday, Wednesday, and Thursday from 2PM-3PM in Room 1715.**
- Tutoring is also available during *Enrichment*, but students **must** arrange this beforehand if there is a lunch conflict.
- **Make-Up Exams and Labs (whenever possible) are only permitted during after-school tutorials.** Sometimes, a student may be able to arrange a lab make-up during a different class period that is also working on the same lab. **This will require teacher-teacher-administrator approval in advance.**

Classroom Procedures

Starting Class

- **ALWAYS read and complete the steps listed on the *Do Now* FIRST.**
- *Hall Passes* are **not** available during the **first or last 10 minutes of class.**

- Students **do not have to ask** to use the restroom if the *hall pass* is available, but trips longer than **five (5) minutes** need to be discussed with the teacher **prior** to leaving.
- **Abuse** of this privilege (via habitual or lengthy excursions) may result in an enforcement of consequences, starting with a conference between parental guardian(s), teacher, administrator, and the student to draft a plan to maximize student learning.

Tardies

- **The classroom door will be closed and locked upon completion of the tardy bell's ring.**
- Students may knock gently, but must **wait until the teacher opens the door.**
- **DO NOT OPEN THE DOOR, EVEN IF THE PERSON KNOCKING LOOKS FAMILIAR OR IS KNOWN. TEACHERS/ADMIN HAVE KEYS.**
- Tardy students will **ONLY** be admitted into the classroom with an **official OSOT Tardy Pass** or a note/email from an **administrator**.
- Students that are **tardy beyond 15 minutes** are considered "**ABSENT**".

Materials Provided By Student

- **Required** materials include: Writing Utensils, Line Paper, Graph Paper, Large Binder, **5** Dividers ("*DOGS Tracker*", "*Exams*", "*Graded Work*", "*Reference Materials*", "*Notes*"), Tennis Shoes (**mandatory on lab days** with advanced notice)
- **Recommended** materials include: graphing calculator, pencil sharpener, internet-connected device, highlighters, sticky notes, index cards, USB Memory Stick, lab coat, splash-proof safety glasses, non-allergenic disposable gloves, hair ties (for long hair)

Materials Provided By Teacher

- Graphing Calculator, Chromebooks (when necessary), lab apron, safety goggles, disposable gloves, line paper, writing utensils, graph paper

Assignments

- Students will utilize *Google Classroom* (Group Code: "**4Isatq**") as the dominant source of information for assignments, notes, electronic materials, and more. Many lessons will be provided via *YouTube*, *FlipGrid*, etc.
- Students and parents will utilize *HAC* to view grades issued to assignments.
- Students and parents may utilize *Remind* (Group Code: **@schsprea**) as a form of communication with the teacher regarding assignments **within office hours** and **following district policy**.
- Many assignments will be submitted via *Google Classroom*. Paper assignments will be submitted to the appropriate class tray **by the assignment deadline(s)**, and include the **student's full name and class period**. Assignments submitted **without** a full-name and class period may be **rejected and considered late**.
- Assignments submitted *on time* will be graded and returned to the appropriate class tray in a timely fashion. Students are expected to **retrieve**

their graded work and **store** it in their binder in the “*Graded Work*” section. This is **mandatory** for accountability concerns and in order to prepare for summative assignments.

- In addition to storing graded work, students will be expected to **track and store** their own **individual performance and progress** in each **objective/learning goal** required by our *TEKS* curriculum via the “*DOGS Tracker*”.

Absences

- If possible, **please** inform the teacher of the date(s) of any **pre-planned absences or early dismissals** via email, *Google Classroom*, or *Remind* - **not** just verbally.
- **Students are responsible** for inquiring about and attaining missed information or assignments **immediately upon return** from an absence or early dismissal, school-related or otherwise. **This will only be discussed before or after school, or during 2nd Period/Enrichment.** *Google Classroom/HAC* may already be displaying this information.
- Absent or not, **no assignment will be accepted after five (5) school days** from its deadline, although exceptions can be made on a case-by-case basis. Please review the district policy on late work provided on the previous pages.
- All exams will be announced at least **2-weeks in advance with the arrival of a Study Guide.**
- **If an exam is missed, students must arrange and complete an alternate make-up exam within five (5) school days upon their return to class to avoid a 30-point late penalty. This includes the day of their return, and only during after-school tutorials.** Please **examine a calendar carefully** to ensure these requirements are met, as after-school tutorials **only** occur on Tuesdays, Wednesdays, and Thursdays. Reassessment rules still apply.
 - *For example, if a student misses an exam, and that student returns to class on a Friday, that student must complete the alternate exam on the following Tuesday, Wednesday, or Thursday, with Thursday being the last day possible. After Thursday at 3PM, the student will receive a “Z” in the gradebook (which counts as a “0” mathematically) and a 30-point penalty on that exam, but the student can still complete the exam during another tutorial session up until the last day of that current Nine (9) Week Cycle.*
- Special circumstances will be considered on a **case-by-case basis**. Please contact Ms.Harris if you have any questions or concerns.

Communication

- *Pre-AP Chemistry* is not just a course. It is a **lifestyle**, and adjusting to it takes **time, effort, trial-and-error**, and **teamwork**. **Parents/Guardians** are a **vital** part of that team; therefore, an **open line of communication** will be maintained between the instructor, student, and parents/guardians.
- Parental contact will occur frequently throughout the course, but will occur, at minimum, in the event of a student **being in danger of failing** the grading

cycle and/or if **behavior persistently violates classroom/school/district policy**. This contact may take the form of an **e-mail, text message, or phone call** directly from the teacher via *Gmail, Remind, Google Classroom, HAC*, or a classroom/office telephone.

- Please refer to the **contact information listed on the first page of this syllabus** if there is a need to contact the teacher. All attempts to reach the instructor are aimed to be returned **within 24-hours**, with *Remind* being the fastest form of communication. Please include the **student's full name** in all communication, and the preferred method for a response.

Ending Class

- Students are expected to be engaged with the class from "**bell-to-bell**". Please, **do not disturb** the activities or lessons by gathering belongings **before the bell** at the end of the period.
- Always submit an *Exit Ticket* when required, return all borrowed materials, tidy up all work areas, push in all chairs, and exit via the designated door. Personal belongings left behind are **not** the responsibility of the instructor.
- Students are urged to exit the classroom immediately. **No tardy passes or emails will be issued if a student delays in going to the next class.**
- Follow lab clean-up instructions provided on lab days. If a student will be tardy to their next period due to an **uncontrollable issue during lab**, an email will be sent to that student's administrator/teacher, but the excused tardy is at the discretion of the administrator/next period's teacher. **Students are expected to monitor time with the lab instructor as they complete lab activities.**

Code of Conduct Violations

- **Our classroom values consistency and school uniformity**; therefore, we enforce the school and district policies on dress code, school ID's, unexcused absences, tardies, profanity, food/drinks, cell phones, threats/bullying, violence, and so forth.
- Violations of school and/or district policies, or violations of lab safety protocols, will result in an administration of consequences, with repeated or grave violations possibly resulting in removal from the course.

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Hi.

Parent(s)/Guardian(s) and Students

Please read the following statements, sign, date, and return this page to the appropriate class tray by Friday August 24th, 2018:

Academic dishonesty is never tolerated or appreciated. There is a distinct difference between collaborating, peer-tutoring, and sharing ideas from simply copying what another student or internet resource has produced. Any student participating in cheating is subject to classroom, school, and/or district consequences, including, but not limited to: teacher-student-parent-administration conferences, detention, suspension, removal from the course, etc.

Parent(s)/Guardian(s): *I understand the responsibilities of my child in his/her participation within this course. I will work as a partner with the school to support my child to the best of my ability while they practice lab safety and complete their course of study.*

Please select your preferred method of contact, as well as the appropriate contact information and availability:

- Phone Number: _____ Best Time To Talk: _____
 Email: _____ Text Message (Remind Code: @schsprea)

Written Name

Signature and Date

Students: *I have read and I understand the course syllabus for Pre-AP Chemistry. I also understand that it is my responsibility to practice the expectations describe herein, as well as abide by the guidelines of Flinn Safety without compromise, as this is for the safety of myself, my peers, and my school.*

Written Name and Class Period

Signature and Date

PLEASE READ

The *Summer Creek High School* community enjoys sharing photos and videos of amazing events and classroom experiences happening throughout the school year. If you would like (your student) to **opt-out** of being featured on school media via *Twitter*, *YouTube*, etc, please check the box below. Links to our media pages are available on our school website and on *Google Classroom*.

I do not wish (for my student) to appear in any educational photos/videos to be used by SCHS.