

Mrs. Fran Jiménez

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Advanced Physical Science (APS) Honors

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COURSE GUIDELINES AND EXPECTATIONS

COURSE GOALS

- To learn and implement the scientific method in order to gain a better understanding of life's phenomena.
- To question our previous notions about science and to become educated skeptics of scientific doctrine.
- To investigate old ideas and synthesize new hypotheses by working hands-on in the laboratory.
- To establish a foundation in chemistry and physics so as to more fully embrace and investigate these ideas for years to come.

OVERALL COURSE SCOPE

The emphasis in this course will be on the development of critical thinking skills so that the students may become proficient and creative in their inquiry of science. To accomplish this, the course will touch on several disciplines. Beginning with an introduction to the scientific method and inquiry, the course then intends to apply these skills to aspects of chemistry and physics. These disciplines will be covered at a level so as to engage the students and lay the foundation for future advanced studies in these disciplines.

CLASSROOM RULES

- 1) Class starts immediately at the bell. This means that you are already in your seats and quiet.
- 2) You must be prepared for every class with the appropriate materials, homework, charged Ipads, etc.
- 3) Use the bathroom before class or at lunch time. Requests to use the lavatory will be granted for emergencies only.
- 4) Disruptions to the class will not be tolerated and may result in a grade deduction, detentions, and/or the notification of your parents. This includes calling-out of comments or answers. This includes random "chat" during remote learning.
- 5) The SFP dress code (especially face coverings) will be enforced and you are expected to adhere to it at all times. Failure to comply may result in detention and/or a deduction in the student's class participation grade as penalty for having caused a delay in class.
- 6) Respect for each other is expected, especially when a student may be answering or asking a question.
- 7) Cutting class will result in a grade deduction in your quarterly average. This penalty is in addition to not being permitted to makeup work missed during the cut class. This includes cutting "virtual class."
- ***8) Cell phones may not be visible and must be out of sight and silenced. The student will be referred for detention without any verbal warning.
- 9) Please hold all garbage until the end of class; it is very distracting when someone gets out of his/her seat in the middle of class. (Under this year's circumstances, you may NOT exit your seat at any time without permission.)
- 10) There can be NO food or drink visible in the classroom or in the hallway outside the classroom. You may have water, but are asked to keep water "breaks" to an absolute minimum and to keep it off your desk.

IMPORTANT ACADEMIC POLICIES

1-) Make-up tests/quizzes: Unless you have emailed in advance to schedule an alternate time, assume quizzes and exams will be given in class on the day of your return. Please make sure you are ready! Alternatively, students may be asked to take exams at home even if absent, if signing in remotely. Unfortunately, we are not yet sure how best to handle absence and exams, so this policy may change. For now, it is best to email the teacher if absent.

****2-) NO Extra –Credit: As per science department policy, there is NO individual extra credit allowed. Students should be doing extra problems and practice in order to learn better but no official credit is given for this work.

3-) Absence: If absent, you MUST get missed notes, complete any assigned homework or classwork ON TIME, and find out important news and updates I may have announced in class. It is important to check google classroom and email every day but especially on days of absence. It is usually updated by dinner time, if not before. Checking with a homework buddy may allow you to get a jump on assigned homework even before it is posted to google classroom.

*** If you are truly absent (not attending remotely) and can't do a homework assignment for a good reason (i.e. the concept is too difficult to learn on your own, you feel too ill) then you will very likely be excused but ONLY if you email me the night before your return to explain the issue. If you are too ill to even email, a parent may email. **If you just show up without the work done, you will receive a zero, regardless of the reason.**

*** It is not necessary to email the teacher about absence unless you have missed a quiz or exam and need to confirm when you will be taking it or you have a specific question about a missed assignment. ***Please don't email the teacher to ask "what did I miss?"*** That is what your homework buddies and google classroom are for. Chances are you missed a lot!

**New this year – even if absent, you may be able to participate in class virtually. More details will be given as needed. Also, almost any classwork or homework can and should be handed in virtually when absent.

4-) Cheating Policy: SFP has an honor code that will be strictly upheld in this class. As fair warning, I consider cheating to be the worst offense that you can commit in my class. In the case that I suspect cheating or academic dishonesty, there will be severe consequences. These will include, but are not limited to: a grade of zero on the assignment in question, parental notification, and an official honor code violation. These consequences are in addition to those stipulated in the SFP calendar. To be clear, cheating *does* include, among other things, copying or sharing your homework, googling answers when attending class virtually, attempting to get test questions from your friends who have already taken an exam, falsifying lab results, **plagiarizing from the internet for lab reports or homework**, lying, etc.

Students (not even lab partners) are never to see ANY portion of each others' ungraded lab reports. This has been a problem in the past.

5-) Struggling Students and Options: It would be wonderful if every student grasped the material the first time and scored in the 90s, but that is unfortunately not the reality especially in as students transition to a demanding high school honors course. This course is designed to challenge even the best and brightest students. APS Honors students should be regularly “stopping by” for questions and extra help, even if scoring in the 90s.

Options for help...

- A) Extra Help From Me –Because of the restrictions this year, extra help options will be updated and discussed on google classroom. This year, extra help will begin by being offered virtually instead. If I suspect several students need help on the same material, I will schedule a session. Otherwise, please email at least 24 hours for an “appointment.”
- B) Books and How to Study – Students will have a textbook. However, we **RARELY** use or even follow the textbook. Class worksheets, problem sets, notes, teacher-posted outlines, and practice questions are the important tools for study. If a student is studying for an exam from the textbook the night before an exam, he/she is NOT properly studying. Any class discussion is fair game for exam material and so it is very important that students are present for class even virtually, paying attention, and taking good notes. The teacher will also post an outline of topics for each exam so that students can have a checklist of items to review. It is NOT a study guide, just a checklist. Studying should be active in this course, meaning that a student should do very little reading and staring, but instead, should be redoing problems, reorganizing ideas, etc.
- C) Study Groups – Normally, I suggest in person study groups. Many of my successful students in the past have gotten together and helped each other to study for exams, by comparing notes and working on practice questions together. This year, I suggest you get together virtually on your own. I guarantee that if you have a serious study group, that you will do better in this class.

6-) Ipads: We are excited to have this resource and we will work together to make best use of the Ipads to enrich our curriculum and lessons. Students are, of course, expected to adhere to the SFP acceptable use policy at all times. Students may not take photos or videos of any classmate or teacher without explicit consent given. **Students must have all apps unrelated to the lesson closed at the beginning of class, without being reminded.** A lot of homework can be done on the Ipad, but in many cases students may need to work on lab reports on an actual computer to avoid formatting issues and/or to view teacher feedback, which sometimes does not properly display on the Ipads. *** THERE WILL BE MANY OTHER RULES THIS YEAR, ESPECIALLY FOR REMOTE STUDENTS, updated regularly on google classroom.

7-) Communication: If students wish to speak to me about anything, I am available. I just ask that these conversations don't occur in a hurried manner before or after class. If possible, email is great way to communicate or just schedule a time to meet in person or remotely. While I can't guarantee it, I typically respond back the same evening as long as I hear from you by 9 or 10 p.m. so try! I also answer emails very early in the morning so check when you wake up.

Student grades are available continuously online through Parent Portal and parents are encouraged to contact at any time with questions or concerns. It is certainly easiest to reach me through email, but telephone is also acceptable. Additionally, many notices, due dates, extra help schedules, etc. are posted on our google classroom so please check it often. Google classroom is an incredibly useful tool for us, so very little will be posted to the SFP website.

In the past, I have discouraged parents from having their own google classroom access, given that this is high school and students should be growing in their independence. However, these are difficult and unprecedented times, so I welcome parents who wish guardian access. If needed, please email me if you wish guardian access with the email address I should use to invite you to our google classroom.

Please continue on the next pages to learn more about grading and assessments in this class.

GRADING POLICIES

Students will be graded using a combination of weighted category averages and points. Most quarters, the category weights will be:

Exams/Quizzes	55 %
Lab Reports	25 %
Homework/Classwork	15 %
<u>Class/Lab Participation/Cooperation</u>	<u>5 %</u>
Total	100 %

The final course average will be quarterly grades (22.5% each) and the final exam (10%). This scheme may change slightly for a quarter when a project is assigned.

Below is a description of each component of the grading scheme:

A) Exams: There will be between about 3 unit exams per quarter. They will be difficult exams that cover material from class lessons, problem sets, and worksheets for the most part. They will be mostly a combination of multiple choice and problems, but depending on the topic can include true/false, matching column, fill in the blanks, short essay, etc. They will vary in point values appropriate to the amount of material covered since the last exam. An exam worth 112 points will count more in the exam category than an exam worth 88 points for example. There will be a mid-term exam when topics change from chemistry to physics, in February.

B) Quizzes: These may be announced or unannounced. Announced quizzes may be given on vocabulary, isolated problem types, etc. Unannounced quizzes are rarely used, but may be given to check that students have done an assigned reading, taken good class notes, etc. The goal of

quizzes is to help students to understand their weaknesses and to encourage gradual mastery as opposed to cramming the night before large exams.

C) Lab Reports: There will be between 3 and 5 official lab exercises per quarter. In some cases, a full laboratory report will be due. These reports must strictly follow the guidelines that will be distributed to the students when the first report is assigned. These reports are demanding, yet extremely useful to the students as they pursue further education. We will be following a format that is used in college and by professionals in the scientific field. Students who do not complete these reports with great effort **over the course of the given 7 school days**, typically fail the class, regardless of their performance on other assessments.

The lab reports will be graded using a rubric for content, format, appropriate citation, writing style, grammar, accuracy, creativity and correctness. It is not possible to adequately grade every student's report every cycle in this manner. There are some exercises that lend themselves to a more abbreviated lab report and students will be permitted to deviate from the official guidelines. Lab reports may have varied point values but will generally be worth between 50 and 150 points. Most lab reports must be turned in electronically using TURNITIN.com by 8:30 a.m. of the day the lab report is due. Late lab reports will be penalized 15% of total if 1 minute to 1 day late. 2 days late is -30%, 3 days late or more = 55% maximum.

Students may do poorly on reports, especially in the beginning, if they are not great writers or if they are not careful to follow the specific guidelines. Extensive teacher feedback will be given, but students are encouraged and expected to meet with Mrs. Jimenez during extra help or by appointment to go over lab report feedback as needed.

D) Homework/Classwork: Students may be asked to turn in assigned homework or classwork depending upon the topic or day's lesson. Most will be due digitally by 8:30 a.m. Sometimes work will be submitted during class and graded. Sometimes, the work will be graded for completeness only and in other cases, it will be graded also for content and accuracy. **Late HW is NOT accepted for ANY CREDIT.** A HW "quiz" may be given (open notes) to ascertain if HW has been completed.

E) Class/Lab Participation/Cooperation: Students are expected to complete many assignments during class and to do so in a reasonable amount of time by staying on task. Students must speak in groups and contribute ideas and answers in classroom groups. This is also true when performing lab activities. In lab, students are also evaluated for working well independently, taking initiative, following **written** procedures, and cleaning up properly. To receive a perfect score in this category, students must also raise their hands in class and volunteer thoughts and answers. Sleeping in class will result in a very low participation score.

**** WHEN ATTENDING REMOTELY, cooperation and participation are key! You may not have the chance to raise your hand, but you are required by the school to have your camera on and to pay attention, free of distractions. It is also imperative that you arrive on time and follow all protocols that may be established.

Class cooperation grades are affected by students' adhering to class rules. Deductions will be taken for any violation of rules as posted on course guidelines, but especially for lateness to class, forgetting items, cell phones, being out of seat, disrespect to teacher or classmates, misuse of Ipads, excessive talking, food or drink in the classroom, and calling out. Students WILL NOT be told when deductions are taking place. This grade is up to the teacher's discretion and at times will be based on memory rather than documentation.

SOME ADDITIONAL COMMENTS ABOUT GRADING

Please keep in mind that there are often big adjustments as the students transition from 8th grade to high school. One of these adjustments is the new expectation that high school students think more critically than was previously required. This is especially true of this as an honors class. **Students will be confused sometimes and that is usually a good thing!** Material should not come that easily or I am not doing my job to challenge these exceptional students.

Some students are quite diligent and yet still find themselves struggling in the beginning because their past science class experience relied too heavily on memorization and simple comprehension skills. I hope to help the students ease into this transition, but please encourage your student to develop new skills and get help when needed.

PARENT PORTAL

Parent Portal will allow you to see the students' grades in a timely fashion. I post fairly quickly to this site with the exception of lab reports that take an exceedingly long time to grade. Grades mean very little until students have a grade assigned in each of the above categories, often 2 or 3 weeks into each quarter at least.

** Please look for comments that I may leave for assignments in Parent Portal. They will appear in a different color either on the assignment name or on the grade itself. There may be information about the assignment in general or give you information about assignments that may have been incomplete, poorly done, or late.

I realize the length of these initial handouts and appreciate you taking the time to read them. Please email me at fjimenez@stfrancisprep.org with any questions. Please go to google classroom with your child and digitally sign below.

Student Name (please TYPE): _____

I have read all of the information (all 6 pages) regarding Advanced Physical Science Honors class. I understand what is expected this year in Mrs. Jiménez's class. I agree to adhere to the policies as stated or to accept the consequences. I understand that there could be changes to some policies mid-year because of the odd circumstances of this academic year and that any changes will be posted on google classroom. I have also reviewed the grading policies and understand how I/my child will be assessed in Mrs. Jiménez's class.

(student signature with finger/stylus)

(parent or guardian signature with finger/stylus)