

Mrs. Fran Jiménez

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Chemistry – The Physical Setting

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## **COURSE GUIDELINES AND EXPECTATIONS**

### **COURSE GOALS**

- To implement the scientific method in order to address our curiosities.
- To further develop critical analysis and problem solving skills, needed for future courses, regardless of discipline.
- To acquire a concrete understanding of chemistry so as to excel on the NYS Regents.

### **OVERALL COURSE SCOPE**

The emphasis in this course will be on the mastery of topics in the field of chemistry. There will be emphasis on both content and process. Students are expected to further develop their skills of problem solving, critical analysis, scientific writing, and even memorization. This course and its concluding Regents Exam are among the hardest a student can encounter in his/her high school career. This course will build on the foundation set in previous science courses, so that students can be successful in years to come. Students who wish to pursue science will have the strong foundation that they need; students who choose not to do so will have learned the critical thinking and problem solving skills that are needed for any higher level course or career.

### **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. You may miss something important if you leave the room. Also, bathroom use is limited this year because of COVID restrictions. At home students should make every effort to wait to use the bathroom for the change of classes.
- 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 or random “chat” online.
- 5) The SFP dress code 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 grade for having disrupted class. MASKS!
- 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 severe grade deduction in your quarterly average and a referral to deans for detention. This penalty is in addition to not being permitted to makeup work or exams missed.
- \*\*\*8) Cell phones may not be visible and must be out of sight and silenced. The student will lose credit from his/her student work grade and will be referred for detention. Student will not be told!
- 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. This year, students may not get out of seats for any reason without asking.
- 10) There can be NO food or drink visible in the classroom or in the hallway outside the classroom. If you have a WATER bottle, please keep it off your desk and keep any water break to an absolute minimum.

## 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-) 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 extra work. Students should attend extra help of course, as needed.

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! This is chemistry!

4-) Cheating Policy: SFP has an honor code that will be strictly upheld in this 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 for answers at home when specifically told not to do so, 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 a challenging science course like this one. Students should be regularly stopping by for questions and extra help, even if already scoring in the 90s.

## Options for help...

- A) Extra Help – This year, we expect extra help to be done remotely so as to minimize close contact. This could change. For now, extra help will be done by request. Any official extra help sessions will be posted on google classroom. Please email me at least 24 hours in advance to schedule a remote session. If students have small questions, they can email me at any time and I will try to get back to them same day. For any personal discussions that need to take place in person, I am available many mornings starting at 7 a.m. by appointment and sometimes also after school.
- B) Books and How to Study – Students will have an e-textbook but it is rarely used. Class worksheets, problem sets, notes, teacher-posted topic checklists, 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, paying attention, and taking good notes. The teacher will also post a bulleted outline of topics for each exam so that students can have a checklist of items to go back and 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. Students can go back and read a textbook on the day a lesson is given, in order to reinforce what the teacher taught, but students should NOT be reading a textbook on the night or two before an exam.
- 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.
- D) If you need even more practice problems to help you get ready for exams, please see me and I can suggest websites and/or books you can get with more questions.

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	40 %
Quizzes	30 %
Lab Reports	20 %
<u>Homework/Student Work</u>	<u>10 %</u>
Total	100 %

The final course average will be quarterly grades (22.5% each) and the Regents exam (10%). Taking the NYS Regents Exam is MANDATORY for this course. Students who miss this exam will be given a zero for that 10% of their course grade. (This is true, unless the Regents is cancelled again.)

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

- A) Exams: There will be between 3 and 4 unit exams per quarter. They will be difficult exams that cover material from class lessons, problem sets, and worksheets for the most part. Exams will typically use old Regents questions (multiple choice and free response). An exam can 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 category than an exam worth 88 points, for example.

B) Quizzes: These may be announced or unannounced. Announced quizzes may be given on vocabulary, isolated problem types, etc. Unannounced quizzes are also used and may be given to check to see how students have done on their HW problems, if they have done an assigned reading, taken good class notes, checked their email, etc. Quizzes may often be given to assess participation. It is important that students are paying attention when attending remotely as they may be subject to a quiz on that day's material. 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 is -45%. After 3 days, students may hand in the report for a maximum of 55% credit, until the last day of the quarter. No credit will be given for "unsatisfactory"/incomplete reports. If absent for a lab activity, students will likely be told to get data ONLY from his/her lab group. They can't view anything else from the lab group other than RAW data.

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. 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. I can see when students check their online feedback. This should happen immediately and well in advance of the next report, not the night the next one is due.

**\*\*\* Lab reports are a requirement of NY State Regents Board. Students that do not have 15 minimum SATSIFACTORY lab reports by June are not permitted to take the Regents exam.** These students typically fail the course and must attend summer school.

D) Student Work: Students may be asked to turn in assigned homework or classwork depending upon the topic or day's lesson. Some will be due digitally by 8:30 a.m. and some will be due as hard copies in class. Sometimes work will be collected 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.

“Student work” is not officially worth a large proportion of the student’s grade, only 10%. Chemistry is a more advanced, college preparatory course. Students must learn that CW and HW are an integral part of learning and failure to do them well will hurt them because they won’t be prepared for quizzes and exams. Students who diligently work and study from their CW and HW do well overall!

**\*\* Reminder about absence:** If an assignment was collected or checked while the student was absent, it must be submitted on the same day of the student’s return and presented with the student’s absence pass. Digital HW is due ON TIME, even if the student is absent. If too ill, student or parent can email in advance of the due time to explain that. If a student forgets or “doesn’t know” about the HW, he or she will still receive a zero.

**\*\*\*Class/Lab Participation and Cooperation:** Students are expected to complete many assignments during class and to do so in a reasonable amount of time by staying on task. To do well, students need to 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. Students also need to be prepared for class and follow all classroom rules. Distracted students can’t do well given how much attention this difficult subject requires. Students should never be sleeping in class. If students do not participate and cooperate in class, they may not be invited to attend extra help sessions or Regents review classes. Participation/Cooperation can have a negative or positive effect on a student’s final grade.

## **SOME ADDITIONAL COMMENTS ABOUT GRADING**

Please keep in mind that there are often big adjustments as the students transition to chemistry from science classes that probably had less critical thinking and less math.

Some students are quite diligent and yet, still find themselves struggling. I hope to help the students ease into this transition and into this course, but please encourage your student to develop new skills, diligent work habits, and to seek help when needed.

## **PARENT PORTAL**

Parent Portal will allow you to see the students’ grades in a timely fashion and should be considered a continuous progress report. I post fairly quickly to this site with the exception of lab reports that take an exceedingly long time to grade. Recall that 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.

**CONTINUE TO NEXT PAGE FOR SIGNATURES...**

Please go to google classroom with your child and digitally sign below.

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Student Name (please TYPE): \_\_\_\_\_

I have read all of the information posted above (6 pages) regarding chemistry 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 circumstance 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)