Supply List
1. Pencils
2. Erasers
3. Pens (Blue or Black ink only)
4. 1 composition notebook / 1 small binder
5. 1 box of Kleenex or Paper towel roll

GRADING POLICY
- Major Grades 60% Tests, Projects, and Lab Reports
- Minor Grades 40% Quizzes, Classroom Assignments, and Homework

GRADING POLICY

Classroom Expectations
- Be on time, on task, and prepared to learn
- Be responsible for your own learning
- Clean up after yourself and peers
- Respect the teacher, the classroom, other students, and yourself
- Keep all personal electronics put away unless otherwise instructed

Consequences
*Consequences will be applied according to the Westside High School code of conduct at the teacher's discretion.
1. Verbal or written warning
2. Parent contact
3. Detention
4. Office referral

Cheating/Plagiarism
- Zero Tolerance
- Will result in a zero in the gradebook, with no make-up opportunity

Retaking Assessments
- Students are permitted to retake any major assessment they scored below a 70%.
- In order to qualify for a re-take, students must complete the following:
  1. Sign-up and attend at least one tutorial
  2. Complete tests corrections for items missed on the exam explaining the correct answer
  3. Get corrections approved from Ms. Sutherland
  4. Meet with Ms. Sutherland to schedule time and date to complete the re-take
- All retakes are at the teacher discretion.
- A re-take may not be taken on the same day as a tutorial
- You may earn up to an 75% on the new assessment.

Course Description
Biology is the study of life and the interactions of living organisms. Biology includes the study from the molecular level through the biosphere.
**Tutorials**
- Monday 3:20 – 4:30pm
- Tuesday and Thursday during B Lunch
- Tutorials are open to all students during the times designated.
- Tutorials are a time to ask for help, make-up absent work, or work on test corrections and re-takes.

**Electronics Policy:**
The student laptop is the only electronic device allowed for use in the classroom aside from medical support technology. Cell phones are to be put on silent and not used during class. Failure to comply will result in the confiscation of the phone to the main office.

**Assessments**
Students will be given major assessments at least 3 times per grading cycle. Quizzes will be given frequently during each grading cycle.

**Homework**
Homework will be assigned approx. 2-3 times per week as needed. The purpose of homework is to ensure that students understand materials.

**Late/Missed Work**
- **Late work** – Points will be removed for each day the work is late; unless arrangements were made before the work was late
- **Missed work** – Students are expected to proactively find missed assignments from Ms. Sutherland and complete them in a timely manner. Missed work will not be accepted one week after assignment due date.
You must read this document with a parent/guardian.

You both must sign below to acknowledge that you understand the course expectations and policies.

Your Signature: ___________________________________   Date: ________________________

Parent’s/Guardian’s Signature:________________________  Date: _______________________

Contact Information: Home: ___________________________
                   Cell: _____________________________
                   Email: ____________________________

Parents if you have any questions, concerns, or other information please write them below and I will respond accordingly. I look forward to a great school year!
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