**Jasper High School: On Level Chemistry**

 **General Procedures – 2021-2022**

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Dear Parents,

 We look forward to introducing your child to the wonderful world of chemistry! On Level Chemistry I is a

Lab-oriented course, which will provide your child with a fundamental understanding of the composition and properties of the physical world in which we live. Success as a chemistry student requires a working knowledge of algebra, problem solving and critical thinking skills, respect for safety in the laboratory and day-to-day commitment to complete all work assigned.

 At the beginning of each unit, your child will receive a detailed course calendar that outlines due dates for daily work assignments, announced quizzes, labs, tests, and projects. We encourage you to examine these calendars so that you are fully aware of what is expected for each grading period. Each chemistry student should know and follow all general procedures and practices outlined for chemistry instruction and those detailed in the Jasper Student Handbook and PISD School Board Policies.

 All students MUST join their google classroom immediately. We will give assignments, calendars, notes and lecture videos through google classroom. If you have any questions, please feel free to contact us via email or call 469-752-7400.

| **TEACHER** | **CLASSROOM** | **CONTACT INFORMATION** | **PHONE EXTENSION** |
| --- | --- | --- | --- |
| Diana Bell | 2310 | Diana.Bell@pisd.edu | 37463 |
| Vashka Desai | 2311 | Vashka.Desai@pisd.edu | 37565 |
| Grace Haug | 2314 | Grace.Haug@pisd.edu | 37461 |
| Steven Cooley | 2313 | Steven.Cooley@pisd.edu | 37531 |

**General Procedures:**

1. **Materials Needed**
	1. A notebook, **CALCULATOR** and pencil. **Materials MUST be brought to class EVERYDAY**!
	2. **ODD** hour classes can bring a *roll of paper towels*. **Even** hour classes can bring a *box of tissue*.
	3. **Online textbook:** Students will have access to an on-line textbook. Because reading is a foundational skill for a successful student, Honors students are expected to read the textbook for homework. To log into the textbook students must go to webdesk and use their pisd credentials. The tile for the textbook is **PISD HRW**. If the tile is not present, add the app by clicking on the + at the top left corner. Search for pisd HWR (textbook). Select ADD. 
2. ***\*\*\*Grade Book Parent Notifications:* \*\*\***
	1. Set up gradebook to notify you on any missing or failing grades.**(**https: //tinyurl.com/gradenotification)
3. **Lab Requirements (Safety is a mandate at all times)**
	1. Students must wear **closed-toed shoes** during scheduled lab activities. A violation may result in a 30-minute detention and a phone call to a parent. Scheduled lab dates are available on the unit calendars. Although reminders are given in class, it is the student’s responsibility to bring shoes (students may store a pair of shoes in class for this purpose).
	2. GOGGLES, gloves and aprons will be worn at all times during all labs!! All loose clothing, hair, and/or jewelry must be secured.
	3. Federal and State Laws, and Plano City Health codes prohibit the eating of food, drinking of any liquid, chewing of gum or application of cosmetics in all chemical laboratories.
4. **Grading**
	1. 60% Tests, Projects, Major Labs
	2. 40% Daily Work- minor labs, homework, class work and quizzes
5. **Absences/ Make-Up Work**
	1. It is the student’s responsibility to refer to their unit calendar to determine makeup work when class is missed.
		1. Students should contact their teacher when they return to school.
		2. Labs must **be made up within 1 week**.
	2. It is the student’s responsibility to arrange an immediate make-up tutorial for missed instruction.
		1. Quiz and test make-ups must be scheduled with their teacher.
6. **Late Work**
	1. Daily Grades will **NOT** be accepted late.
	2. **Labs and Projects** will be accepted late with the following grade penalties:
		1. Late One Day: Maximum grade earned will be 85.
		2. Late Two Days: Maximum grade earned will be 70.
		3. Late Three Days: Maximum grade earned will be 60.
7. **Jasper Re-Teaching Policy and Re-Assessment Policy**
	1. Reassessment may occur after re-teaching and a student reflection form is completed. A student may qualify for reassessment if he/she scored below an 80. Students who reassess may earn a mastery grade of 80% or below. The reassessment grade shall not be lower than the original assessment grade. In order to “reassess”, a student must come to the very next make-up session and not have any zeros for that unit.
8. **Academic Integrity**
	1. Cheating of any type is prohibited. This includes:
		1. Providing the contents of an exam or quiz to another student
		2. Plagiarism or fabrication of lab data
		3. Altering graded work after it has been graded and returned
	2. **Any breach of academic integrity will result in zero credit, parent notification, and/or administrative discipline.**

1. **Tutoring**
	1. Chemistry can be a very difficult subject for some students. Tutoring sessions are offered throughout the week to help students with troubling content. Students who take advantage of tutoring sessions are better prepared for tests and the semester exams.
	2. Tutoring sessions will be held from 8:15 to 8:45 in the morning sessions and from 4:15 to 5:00 in the afternoon sessions and during Connectl. See tutoring schedule below.

|  | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| --- | --- | --- | --- | --- | --- |
| **8:15 – 8:45am** |  | TutoringRoom 2310 |  | TutoringRoom 2313 |  |
| Connect | By appointment only | By appointment only | By appointment only | By appointment only | By appointment only |
| **4:15 –5:00 pm** | TutoringRoom 2311 |  | TutoringRoom 2314 |  |  |

**Please fill out the** [**google form**](https://docs.google.com/forms/d/1ngE2f0dFD3IBRQLA7-cJ1J63xxGQ3FoEA5BRlseVnms/edit) **after reading this parent letter.**