



ARC BIOLOGY Syllabus
2024 - 2025
Ms. Katie West
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To receive information and reminders via text message text “@arcbiowest” to **81010** (via *Remind™*).

The Biology curriculum is designed to continue student investigations of the life sciences that began in grades K-8 and provide students the necessary skills to be proficient in biology. This curriculum includes more abstract concepts such as the interdependence of organisms, the relationship of matter, energy, and organization in living systems, the behavior of organisms, and biological evolution. Students investigate these biological concepts through experience in laboratories and field work using the processes of inquiry. The scope and sequence of your course can be found on Canvas, which will house all of your course resources and be used for assignment submission this year.

Student Responsibilities: Excused absences will warrant make-up work ***within 5 school days***. It is the student’s responsibility to schedule a time to make up missing tests, quizzes, or labs. Labs may or may not be made-up depending on the nature of the lab. If a makeup lab is not feasible, an alternate assignment to correlate with the lab topic that was missed will be assigned. It is the responsibility of the student to find out what was missed when they have an excused absence.

Tutoring: Tutoring will be available after school by appointment on Tuesdays and Wednesdays, from 3:15 – 3:50. Please check Canvas announcements & the tutoring schedule on the board each week for availability.

Academic Honesty: We take academic honesty very seriously in the IB Programme at ARC. We will adhere to ARC’s IB Academic Honesty policy which can be found on the ARC IB website. The policy includes Level 1 (accidental or passive malpractice) and Level 2 (intentional or active malpractice) offenses. Level 1 offenses can often be corrected in class by a student/teacher conversation. Repeated Level 1 offenses will lead to a Level 2 offense. Level 2 offenses result in a meeting of all teachers, parents, student, IB Coordinator, and IB Head of School and result in 90 days of academic probation. A second offense results in a meeting with all teachers, parents, student, IB Coordinator, IB Head of School and principal and can result in dismissal from the IB Programme.

Assessment & Grading: We will adhere to the ARC Assessment Policy. Please see the attached page for the late work and AI policies and expectations. Please sign and return the first week of school.

Course Grading Procedures: We will follow the Richmond County Grading Policy for the calculation of semester grades:

Minor Grades: 60% Major Grades: 40% Final Exam: 10%

Reassessment: Students will be allowed the opportunity for reassessment for major assessments. Any student who wishes to reassess a major assessment will need to complete the reassessment plan expectations within 10 days of the feedback provided from the original assessment. The reassessment plan will be provided to student at the time of the original assessment feedback and should be returned with a parent signature the following day.

A semester exam will also be given at the end of the first semester. The EOC will serve as the second semester exam grade.

ATTENTION

At the end of the year students will take the Georgia Milestones test for Biology. This cumulative EXAM counts for **10% of each student's final grade and will be included on the final report card. The EOC will be given in April.**

Supplies:

3 ring binder for class w/paper
Pen/Pencil
Basic Scientific Calculator
Highlighters
Student Laptops

Behavior Expectations:

- Be respectful: Show respect to everyone and everything.
- Be prepared: Bring your daily-required materials and assignments to class every day.
- Be productive: Stay on task and complete the day's work.

Lab Safety Contracts:

Please read, sign, and return the lab safety contracts during the first week of school. The lab safety quiz must be passed in order to work in the lab.

Classroom Consequences for Minor Infractions:

1. Verbal reminder/warning
 2. Individual conference with student
 3. Relocation to another science classroom & time to reflect, Parent Contact
 4. Detention
 5. Infinite Campus Behavior Referral
- *Major Infractions will result in behavior referral

Technology: We will follow/enforce the Richmond County Digital Device Policy.

Providing Information:

Please go to the following link and provide the requested information: <http://bit.ly/2v6ApNe>

I look forward to working with you this year!

Ms. West

Late Work & AI Policy

Target Behavior: Students are expected to submit work on time. Doing so exhibits pride in producing quality work and fulfilling student responsibility. This work habit is a behavior that supports academic achievement and demonstrates characteristics from our Richmond County School System Profile of a Graduate. Late work can negatively impact learning and your ability to demonstrate mastery of the standards. *See RCBOE IHA-R Grading Practices*

Target Behavior: When the assignment calls for students to produce original work, students will not use Artificial Intelligence (AI) to generate the assignment for them. Assignments are given to help students learn and demonstrate what they know. While there may be appropriate times for students to use AI during the learning process, using AI to generate original work in place of the student completing the work, is considered Academic Dishonesty and can be punished according to the rules outlined in the Code of Conduct.

Student Contract: I understand that all work should be completed on time. I understand that my teacher may deduct five points per day and communicate this in my Infinite Campus gradebook. I also understand that work turned in after the learning has occurred may not be graded (no more than 5 school days from the due date). I understand that using Artificial Intelligence to complete assignments where I am asked to produce original work will be considered Academic Dishonesty.

Student Signature:

Date

Parent Contract: I understand that my child is expected to complete assignments on time. I will remain in communication with my child's teacher and monitor missing and late work as noted in Infinite Campus Parent Portal. If my child continues to submit work late, I understand that a parent-teacher conference will be needed to co-develop a plan of action. I understand that my child should not use Artificial Intelligence to complete assignments where students are asked to produce original work.

Parent Signature:

Date