

## **Dear Parents/Guardian(s) of Biology I students,**

Welcome! My name is Madison Fierley, and I will be your child's teacher for this class. I am delighted to have your child in my class this year, and I am looking forward to a very successful year. In this letter, I would like to briefly introduce myself and share my expectations for students.

I graduated from The University of Tennessee at Chattanooga with a degree in Biology: STEM Education. Before college, I lived in Knoxville, TN my entire life, and I am so excited to be back and working at Austin-East! I love science, so although each of my students may not decide to pursue a career in the sciences, I want all of them to walk away with a greater knowledge about biology and an appreciation for science. I want my students to understand that learning science can be fun!

The topics of study in Biology I can be found in the syllabus. These topics are based on the TN Science Standards, which can be found in more detail at the Tennessee Dept. of Education's website (type in "Science Standards" and choose the accompanying grade). In this class, students will be exposed to real-world examples, observations, and information that will build upon their previous knowledge. Students will also be engaged in various learning activities such as lab investigations, inquiry activities, analyzing data, group work, writing assignments, and more. I know that students learn best when they play an active role in their own learning and when information is available to them in multiple formats.

I have high expectations for my students because I know that they are all very capable individuals. I expect students to come to class on time and prepared. They will be expected to treat everyone with respect, and they will complete their work on time and to the best of their ability. I also expect students to take responsibility for their learning by asking questions or seeking extra help when they need it. I honestly feel that these rules will help to create the best learning environment possible for your child. Detailed rules and resources may be found in the syllabus attached to this letter.

As your child's parent/guardian, I encourage you to be an active role in their educational experience. For instance, you may frequently ask them about what we are doing in class, if they have completed all of their assignments, or what their grade is in class. I encourage you to login to Aspen regularly to check your child's grade. I also encourage you to attend our Open House and the Parent-Teacher Conferences, as I would love to meet you!

I want you to know that one of my most important goals this year is to keep the lines of communication open with you. I respond to emails as quickly as possible, and I am also available to speak with you on the phone if you call the school's phone and leave a message for me. Please do not hesitate to contact me at the information listed below if you have any questions or concerns during the semester, or if you would like to schedule a time to meet in person. Please make sure that you fill out and send the necessary forms to school with your child so that I may have your contact information as well.

Again, I am very excited to be working with your child, and I am confident that this will be a wonderful semester!

Go Roadrunners! Beep Beep!

**Madison N. Fierley**

Biology I Teacher

Austin East Magnet High School

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## Biology IB Syllabus

Instructor: Ms. Madison Fierley  
Room 259  
School Phone: (865) 594-3792

Fall 2016

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Fusion site: <http://austineasths.knoxschools.org>

### INSTRUCTION

#### Course Description:

Biology is a subject that enlarges upon student's previous knowledge of living things and their relationship to the environment around them. Major topics studied will include:

- a. The scientific method of study (IA)
- b. Chemistry of Life (IA)
- c. Cells (IA)
- d. The interaction of organisms and their environment (IB)
- e. Photosynthesis and cellular respiration (IA)
- f. Genetics (IB)
- g. Diversity (IB)
- h. Biological change (IB)

The final grade a student receives will be composed of 75% for classroom work and 25% for EOC grade.

**Knox County Curriculum Standards:** A detailed list of the Knox County Curriculum Standards may be found at: [science.knoxville.org](http://science.knoxville.org)

**Tennessee State Standards:** State standards may be accessed at the following site: <http://www.state.tn.us/education/curriculum.shtml>

**Skills covered:** The relation of living things with their surroundings will be explored in detail. Lab, note-taking, writing, multiple intelligence skill, questioning, collaborative, artistic, and study skills will all be necessary for the successful completion of this course.

**Materials needed:** Students need to bring to class *everyday*:

- a. Pencil or pen
- b. Interactive notebook (a five-subject spiral bound notebook)**
- c. Section dividers for the notebook** (These are the red sticky-tabbed dividers for insertion in the notebook. They are used to divide the units)
- d. Textbook (Class Set)
- e. Highlighter**
- f. Project supplies **as announced**

**Required textbook:** Prentice Hall Biology, Glencoe Science Biology, other Knox County-approved texts, magazines, newspaper, and online articles as resource materials

**Fees:** Recommended instructional fees are: A Science lab fee of \$15.00 is due to the Science teacher by the end of this month. The science fee will offset the expense of labs, dissections, and will partially fund needed materials. Please turn this in as soon as possible; Biology is an experiment-intensive course. (Note: This is a fee that is covered by state fee-waiver, if the student participates in the fee-waiver program) This will be greatly appreciated, as the student science fees are used to purchase lab materials for the Biology class.

- A \$10.00 school fee may be turned in to the second block teacher; Three dollars of this fee is a general school instructional fee used to fund non-expendable materials for the benefit of the entire student body, one dollar is used to mail report cards home, and five dollars are used to purchase large items for the general school.

**Audio Visual Materials:** Students will view only programs and movies that are in accordance to Knox County policies and rules.

**Grading: Please note- the percentage grade of each of these assignments has been adjusted due to its frequency. Students will need to complete all assignments, no matter what their assigned value, to make the best grade possible in this class!**

Student grades will be determined based on correctness, effort, projects, and timeliness for the variety of tasks they will encounter in this class. **Please remember that a passing grade reflects mastery of this course.** Mastery will not be achieved without the skills developed by the assignments given.

- a. Tests (75-100 pts. each assignment) Tests will consist of multiple choice, short answers, fill in the blank, matching, and labeling questions.
- b. Quizzes (10 – 30 pts. each assignment) These can be either announced or “pop”, and will consist of material recently covered.
- c. Class work and homework (10 – 30 pts. each assignment)
- d. Participation (10 pts each assignment) is awarded based on focused student participation.
- e. Projects (100 pts each assignment) will be assigned according to course content.
- f. Interactive notebooks (50 pts per week) Used as a cumulative study guide.
- g. **End of course exam (25% of final grade) - An end of course cumulative exam.**

**The weight of the grading will be as follows: EOC: 25%, Homework/Daily Work/Practice: 15%, Formative assessments (Quizzes, learning checks): 20%, Summative assessments (Tests) 30%, Projects: 10%**

The Knox County grading schedule is followed:

93-100 = A

75- 84 = C

0-69 = F

85-92 = B

70-74 = D

### **Alternate Assignments/Activities:**

If you do not approve of a specific resource listed on this syllabus, please make your request to me in writing and an alternative assignment and/or materials will be provided. The request should include your name, your child's name, the specific activity/materials in which you do not want your child to participate or to which you do not want your child exposed, and the nature of your objection.

### **General Course Pacing Guide:**

Week 1- Establishing class procedures, The Scientific Method, Lab Safety, Interactive Notebook set-up

Week 2- **Introduction to Genetics**

Week 3- **DNA and RNA**

Week 4- **DNA and RNA**

Week 5- **DNA and RNA**

Week 6- **Genetic Engineering, The Human Genome, Common Assessment 2**

Week 7- **The Biosphere**

Week 8- **Ecosystems and Communities**

Week 9- **Ecosystems and Communities**

Week 10- **Populations, Humans in the Biosphere**

Week 11- **Biodiversity and Change**

Week 12- **Biodiversity and Change**

Week 13- **The History of Life, Classification**

Week 14- **Review for the EOC**

Week 15- **Review for the EOC**

Week 16- **Review for the EOC**

Week 17- **Review, EOC exam**

Week 18- **Special Projects**

**Late assignments/ absences/ makeup work:**

A student will lose credit if an assignment is late. All assignments are given with a time frame that is achievable. These assignments are used for discussion, so it is imperative that they are turned in on the assigned date. **The student will lose 5 percentage points for everyday that the assignment is late.**

If a student is absent, an assignment due in their absence is due the second day of their return. Tests must be made up within two days of the original testing date or the student will incrementally lose credit for that test by 5 percentage points.

**Knox County policy is that assignments over 4.5 weeks late do not have to be assigned by the teacher to be made up.**

**Parent Portal Policy:** One way this teacher communicates with parents is through **Aspen**, the Knox County Schools internet site where parents may view the grades of their children on a regular basis. **Student grades are posted several times per week, so they will vary according to the score the student makes on the recorded assignments.**

**Student Expectations:** I expect students to attend regularly and be on time with all materials. Students cause a disturbance when they enter late and interrupt their classmates' focus on the lesson to ask other students what the class is doing. They also jeopardize their grades through missed learning opportunities or missing/late work.

**Religion in the Curriculum:** The Board affirms that it is essential that the teaching about religion—and not of a religion be conducted in a factual, objective and respectful manner in accordance with the following:

1. Music, art, literature, or drama with a religious theme or basis are permitted as part of the curriculum for school-sponsored activities and programs provided it is essential to the learning experience in the various fields of study and is presented objectively;
2. The emphasis on religious themes in the arts, literature and history shall be only as extensive as necessary for a balanced and comprehensive study of these areas. Such studies shall never foster any particular religious tenets or demean any religious beliefs; and
3. Student-initiated expressions to questions or assignments which reflect their beliefs or non-beliefs about a religious theme shall be accommodated. For example, students are free to express religious belief or non-belief in compositions, art forms, music, speech and debate.

### **Classroom Rules:**

1. Respect your classmates and your teacher
2. Follow all A-E and Knox County Rules:
  - **Cell phones are to be off and out of sight.**
    - ***Parents: If you have to call your child during class, call the school, not your child's cell phone at 594- 3792, and leave a message. They will not be allowed to answer or make calls on their phone during class time. If they will need to make a call about rides, doctor's appointments, etc., please advise them to make the calls during their lunch or class change.***
3. No food or drink is allowed in the classroom. This inevitably causes either a mess or students ask to go to the vending machines to get drinks or food during class.
4. All students will be in their seats upon dismissal.
5. Listen and follow all directions.
6. Come to class on time, prepared to learn.

### **Classroom Procedures:**

1. Complete the bell ringer or other assignment listed on the board.
2. Set up your notebook with the day's date, objective, and lesson title on the right-side page
3. The classroom agenda (you do not have to write this down) will include group work, notes, "left-side" assignments (for completion in your Interactive Notebook- to be explained in class)
4. Summarize each day's lesson at the end of your notes for that day.
5. The use of all electronic media is subject to the instructions of the teacher.
6. **The class is dismissed by the teacher, not by the bell; students are to remain seated until dismissed by the teacher.**

### **Honor Code/Plagiarism Policy**

*Hodges Harbrace Handbook*, 15<sup>th</sup> Edition:

"Plagiarism is defined as presenting someone else's ideas, research, or opinion as your own without proper documentation, even if it has been rephrased. It includes, but is not limited to, the following:

1. **Copying verbatim all or part of another's written work.**
2. **Using phrases, figures, or illustrations without citing the source**
3. **Paraphrasing ideas, conclusions, or reasons without citing the source**
4. **Using all or part of a literary plot, poem, or film without attributing the work to its creator."**

The Superintendent of Knox County Schools has issued the following policy on the subject of plagiarism:

**Consequences of Plagiarism:** "Plagiarism is a form of stealing and academic fraud. Students who are found guilty of plagiarism will have the option of either redoing the assignment within a specified time period and accepting a grade letter drop or taking a zero on the assignment. Parents should be involved in making the decision."

### **Teacher Expectations:**

Communication: The best way to reach me is by my email address, [madison.fierley@knoxschools.org](mailto:madison.fierley@knoxschools.org). I check my email often during the day, and will respond as soon as possible to email messages. If desired, you may leave a message for me by calling the school phone, 865-594-3792.

School Fusion Web Address: <http://austineasths.knoxschools.org>. Select *Faculty and Staff*, *Madison Fierley*, and *Biology*.

Tutoring/Extra Help: **If you need extra help, I would be more than glad to assist you.** Due to meetings and procedural responsibilities that must be completed after school hours I do require advance notice. Please email me or see me to set up a time. I am available either in the mornings or the afternoons. Several programs within the school also offer free tutoring and I will gladly help set you up with these programs.

## Laboratory Safety:

Biology is a lab-based class, and these procedures are critical to the comprehension of and success in Biology. Students must agree to the safety rules and follow them at all times during every lab exercise. Students must pass the lab safety exam and sign the safety contract before they will be allowed to participate. ***Failure to follow the lab safety rules or the instructions given by any instructor will result in immediate removal from the lab and a resulting grade of zero for that lab.***

### Austin-East Lab Safety Contract

To ensure a safe and healthful environment is maintained when working in the laboratory environment, all students should read and follow the safety regulations listed below. To indicate that you have read and understand the safety regulations listed below, you are asked to sign and date this list upon completion of this important task. You should check to see that your partner has read and signed the safety regulations, as you will be working closely together in the lab.

1. Safety goggles, apron, and gloves should be worn by everyone (even visitors) upon entering the science laboratory.
2. Contact lenses should not be worn in the laboratory when harsh chemicals are used (teacher will alert) because there is a possibility that chemicals may infuse under the lenses and cause irreparable eye damage.
3. You should prepare for each laboratory session by reading all lab instructions before you come to class. Follow all directions and review with your instructor the safety precautions needed to conduct the experiment safely before you begin. Only materials and equipment authorized by your instructor should be used.
4. Everyone should be alert and proceed with caution at all times in the laboratory. Take care not to bump another student, and remain at your lab station while performing an experiment. An unattended experiment can cause an accident.
5. Your apparel should be appropriate for laboratory work. Long hanging necklaces, heavy jewelry, and excessive and bulky clothing should not be worn in the laboratory. Cotton clothing is preferred over nylon, polyester, or wool.
6. Only lab manuals, textbooks (as needed), and lab sheets are permitted in the working area. Books, purses, backpacks, and other items should be left at your desk or a storage area.
7. No food, beverage, or smoking is permitted in any science laboratory.
8. Never taste chemicals. Never touch chemicals with your hands.
9. Extreme caution should be exercised when using a Bunsen burner. Keep your head and clothing away from the flame and turn the Bunsen burner off when it is not in use. Gas burners should only be lighted with a spark in accordance with your instructor's instruction. Before leaving the laboratory, check to see that all gas valves and hot plates are turned off.
10. You should know the exits and proper fire drill procedures.
11. Work areas and apparatus should be kept clean and tidy. At the conclusion of each laboratory experiment always clean and dry all apparatus, desks, tables, and work areas. All apparatus you used during the experiment should be cleaned and returned to the proper storage area.

12. Hands should be washed thoroughly with soap at the conclusion of each laboratory period.
13. Recognize and heed all safety symbols and cautions incorporated in the procedures of the laboratory experiments.
14. All accidents must be reported to the instructor immediately, no matter how minor.
15. Never work alone in the laboratory. You should only work in the laboratory while under the supervision of your instructor and with your assigned class.

## Lab Safety Agreement

I, \_\_\_\_\_, have read and agree to abide by the safety regulations and class guidelines as set forth above, and also by any additional printed instructions provided by the instructor and/or corporation. I also agree to follow all other written and verbal instructions given in class.

Student name: \_\_\_\_\_

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian name: \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this information sheet to Ms. Fierley's class.

**I have read and understand the class expectations of Ms. Fierley's biology class.**

Student name: \_\_\_\_\_

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Parent information:** (If you have any further questions, please feel free to write a note, email, or call).

What is the best time and phone number to contact you if necessary?

\_\_\_\_\_ do you text? \_\_\_\_\_

If email is a good way of contacting you, what is your (the guardian's) email address?

\_\_\_\_\_

I have read and understand the classroom guidelines. The student has my permission to view educational videos as they arise.

Parent/Guardian name: \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Remind App**

Will you, the Parent/guardian, allow your student to sign up for the "Remind App" (an app that allows one-way communication from the teacher to the student and/or guardians about upcoming tests and assignments)?

Please list the emails or phone numbers, with names, that you would like to register for the remind app:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent/Guardian name: \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_