

**Ms. Gwiazda**  
**Bishop Noll Institute**  
**College Prep Biology – Course Expectations**

Course Description

Students will study the major life processes common to all organisms through regular laboratory investigations and modeling activities. The students will be introduced to the fundamental concepts of biology. An investigation of life from the molecular level to the complexity of the entire organism and its role in ecosystems within the biosphere will take place. Through classroom and laboratory experiences, students will be expected to gain an understanding of biological topics, the historical development of biology, and its use in various careers.

General Expectations

Follow the “Golden Rule” – Treat others the way you want to be treated! And keep in mind the following general class expectations:

1. Be respectful.
2. Be honest.
3. Be prepared.
4. Be on Time.
5. Be Patient.

General Course Goals

- To gain knowledge of the living world
- To enhance critical thinking skills
- To enhance laboratory and problem solving skills
- To be able to recognize and understand the use and purpose of Biology in our daily lives

Course Materials – (Must bring to class everyday!)

- Textbook: Biology (Miller & Levine)
- Binder with tabs, notes (notebook or loose leaf paper), and post-its
- Pen, pencil, and highlighter
- Calculator (when needed)

Grade Determination

According to the Bishop Noll grading scale, A = (90-100) B = (80-89) C = (70-79) D = (60-69) F = (59 and below).

In Biology, grades will be determined by a points system in the following manner:

Test: 50%

Homework and Quiz: 20%

Lab/Project: 30%

\*The end of course assessment exam will count for a percentage of each student's final 2nd semester grade.

### Class Procedures

When students enter the classroom each day, they are expected to take their assigned seat, have their completed homework ready to turn in, and read the board for information about the daily lesson. All basic classroom rules will be listed in the classroom and discussed with the students. All school wide rules will be enforced in the classroom as well – uniform policy, cell phone policy, etc.

### Homework

Homework and lab reports are significant parts of the grade and should always be completed to the best of the student's ability. They are assigned for the purpose of reinforcing what is taught in class and will allow students to take what they have learned and enhance it by thinking about it in different ways. It is expected that all assignments are taken seriously and completed as proficiently as possible. Regular homework will not be accepted late for full credit. Homework that is one day late will be given half credit. After one day, students will be given a grade of zero for the homework assignment. Labs and other projects will be accepted late but will be dropped a complete letter grade for each day in which it is late. Not only will homework help a student to stay engaged in class, but it will also be valuable outside of school and in future endeavors as students strive to develop a strong work ethic.

### Blackbaud

Blackbaud is used as a communication and organization tool for Biology class. Students and parents should check Blackbaud consistently in order to be fully aware of what is happening in class. Useful information such as grades, assignments, upcoming tests/quizzes, notes, and study guides can be found on Blackbaud.

### Attendance and Tardy Policy

Class time is extremely valuable. If for any reason a student is absent, he or she must complete all missed work. It is the student's responsibility to ask the teacher what they have missed upon returning to class. They may also check Blackbaud. The appropriate amount of time will be allowed to complete all missed work. Any tests or quizzes in which the student was informed of before their absence, must be taken the day it was originally scheduled when they return, unless it is determined by the teacher that the student did not have all of the information necessary to adequately study for the test or quiz. Being tardy to class is not tolerated. Students will be considered "tardy" if they are not in the classroom when the bell rings. According to the student handbook, detentions will be issued for tardiness.

Thank you in advance for all of your efforts in making this Biology course an exciting and enriching learning experience for all of us! Parents, feel free to contact me if you have any questions or concerns. My email address is [jgwiazda@bishopnoll.org](mailto:jgwiazda@bishopnoll.org).

Dear parents/guardians,

My name is Ms. Gwiazda, and I will be teaching your child Biology for the 2017-2018 academic year. It is highly important to me that all of my students are successful, and as a parent/guardian, you are integral to the success of your child. I encourage you to contact me if you ever have any questions, comments, or concerns about your child and his/her performance in my class. I will update Blackbaud regularly, so please check for course updates and grade report postings. This school year is going to be fun and engaging for your student; the realm of science is truly a fascinating one. I am hoping to inspire the next generation of doctors, scientists, and critical thinkers! **Below, I have my contact information (keep the letter for your records). I also ask that you fill out the bottom portion of this letter and have your child return it to me no later than Friday, August 18th.** Also, please take some time to look over the expectations and course materials necessary for my classroom.

Thank you,  
Ms. Gwiazda

Email: jgwiazda@bishopnoll.org

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Please return this portion by Friday, August 18<sup>th</sup>.

**By signing this, students and their parents/guardians acknowledge Ms. Gwiazda's expectations.**

Student Name \_\_\_\_\_

Student Signature \_\_\_\_\_

Parent / Guardian Name \_\_\_\_\_

Parent / Guardian Signature \_\_\_\_\_

Relationship to Student \_\_\_\_\_

**Please provide at least 2 ways to reach you below and indicate your preferred method of communication by circling it:**

Cell # \_\_\_\_\_ Home # \_\_\_\_\_

Work # \_\_\_\_\_ Email \_\_\_\_\_

Best days/times you can be reached \_\_\_\_\_