



POLICIES AND PROCEDURES
Chemistry 1 2015/16
Teacher: Mrs. Schmidt



Classroom: D-1 or B-5

Web: <http://chemteacherkaye.weebly.com/>

Google Voicemail/Text: 503-893-2208

Email: kaye_schmidt@beaverton.k12.or.us

The important thing is to not stop questioning. Curiosity has its own reason for existing.
-Albert Einstein

Welcome to the 2015-2016 school year at Aloha High School and to Mrs. Schmidt's Chemistry 1 class. WHY do we have policies and procedures? A policy or a procedure spells out what you can expect or the way we do things. To do things right with less confusion, follow all class policies and use class procedures.

Classroom Values and Expectations

Chemistry 1 is a fast-paced course and it is important to come to class every day. Our classroom is a community of scientists who respect themselves, their peers, the teacher, and all visitors; each scientist knows their personal strengths and makes a unique contribution to the community.

Help each other.



Keep a Beginner's Mind.



Develop grit.



Take academic risks,



What do I need to bring to class every day?

- Writing utensils—a pencil and a pen for correcting your work.
- A Scientific Calculator (Get one for a buck at Dollar Tree)
- Notebook for organizing handouts and notes (I suggest a 3-ring binder with 5 dividers and loose paper)

Lab Safety

Everyone is expected to wear goggles while in the laboratory area (even if you are not doing anything) and adhere to all safety instructions (**Read and sign the separate Safety Contract**).

No food or drink is ever allowed in the chemistry classroom. Bottled water or water in a clear container with a spill proof top is allowed to be on the desk.

Personal technology such as cell phones, tablets, iPods, MP3 players, and headphones are never allowed. Starting September 1, 2015 devices will be removed from students by security and parents/guardians will need to come in to the office to get the device returned. (**See the Cell Phone policy in the student handbook.**)

Classroom Procedures

A. Coursework completion and turn in—Coursework will be considered complete if all parts have been completed or attempted. This includes the paper heading! Coursework will usually be turned in to the appropriate place at the beginning of the period in which it is due.

B. Conversation—Science is an active class during which students work independently and in groups. Can students converse during an activity? At what decibel level, about what, and with whom? There are four levels in our classroom:

Silent: No talking or whispering and bodies are still and silent.

Quiet: Whispering only with a partner or table member to discuss the assignment is permissible.

Conversation: You are on task and on topic. Everyone should be able to hear and be heard without raising voices.

Presentation: The entire class needs to be able to clearly hear and understand you when they are silent.

C. Moving to your seat and launch—When the bell rings, the start of every class is silent, personal reflection. Enter the class with quiet conversation, pick up handouts, and move to your assigned seat. Take out your science binder, a pencil or pen, and any other supplies that you will need. Please stow your backpack under the table to your left. When the bell rings conversation goes to silent and you begin the launch activity. If you finish early you may follow the instructions on the screen.

D. Quiet Signs—We will be doing hands-on activities and labs in science this year. If the class is doing an activity and Mrs. Schmidt needs that class' attention, she will use different signs to ensure that students are quiet and that the class is paying attention. Three quiet signs are the following:

Count down from five: After group work, Mrs. Schmidt will count down from five. At that point, you are to give Mrs. Schmidt the following four behaviors:

- 1) Be silent.
- 2) Be still.
- 3) Face the teacher.
- 4) Listen to the teacher.

Bell and count down from five: same as above except Mrs. Schmidt will ring her Liberty Bell to signal she is about to count down from five.

Clap once, clap twice, clap three times: When Mrs. Schmidt calls out, "Clap once," students in the class put down anything they are working on, track the teacher, and repeat the rhythm clapped. All students must be silent after they repeat the last rhythm.

E. Bathroom and Drinking Fountain—the best idea is to take care of this during passing time. You will be given a limited number of Warrior Passes to use during each term. If you need to use the bathroom or get a drink during class, redeem a pass with your name on it and sign out. Unused passes may be redeemed for Participation Points. Exceptions to this will be considered on a case-by-case basis.

F. Getting the teacher's attention—Please raise your hand but do not call out with your voice to get Mrs. Schmidt's attention. Safety First Exceptions: extreme illness, an accident, a spill, or broken glass.

G. Class Jobs—to simulate a real-world science lab, students will apply for and carry out various jobs. All students are required to complete the job application process but may opt out of being selected. Applications will be reviewed and new hires employed three times during the year.

H. Discuss and Debate Ideas—scientists are able to discuss and debate their ideas. One person speaks at a time. Be an active listener by taking notes and writing down questions. Add to the discussion with "I" statements.

I. End of class dismissal—When Mrs. Schmidt says, "Time to clean up," this signals students to begin putting away lab activities and cleaning up their work area to return to their desk. When Mrs. Schmidt says, "Time to pack up," that means students should pack up their belongings and stand up. Students leave when Mrs. Schmidt says, "Have a great day!"

Student Acknowledgement

I _____, have received, read, and accept the
(print student name)

expectations, rules and procedures for Mrs. Schmidt's Chemistry 1 Class.

Student Signature

Date

Parent/Guardian Acknowledgement

I _____, have received, read, and accept the
(print parent/guardian name)

expectations, rules and procedures for Mrs. Schmidt's Chemistry 1 Class with my child

(print student name)

Parent/Guardian Signature

Date

Parent/Guardian Information

Phone Number during the day: _____

Phone Number during the evening: _____

What is the best time to reach you? _____

Email: _____

Do you check your email every day? _____

Which is your preferred mode of contact? Telephone Email

Do you prefer a translator? YES NO Language: _____
(I cannot promise I will always be able to provide this service, but I will make every effort to do so.)

District Goal for 2010-2015 All students will show continuous progress toward their personal learning goals, developed in collaboration with teachers and parents, and will be prepared for post-secondary education and career success.

The Beaverton School District recognizes the diversity and worth of all individuals and groups. It is the policy of the Beaverton School District that there will be no discrimination or harassment of individuals or groups based on race, color, religion, gender, sexual orientation, gender identity, gender expression, national origin, marital status, age, veteran's status, genetic information or disability in any educational program, activities or employment.