**Teacher: Ms. Hewlett**

**Science Seven Course Outline**

**GRADING POLICY**

**Assessments:**

1. **Quizzes and Examinations:**
* **60%** of the overall grade
* Quizzes may be announced or unannounced
* Examinations will always be announced
* Quizzes will count as 1 grade/ Exams count as 2 grades
* Notebook evaluation may be counted in this grading category
1. **Participation/\*\*\*Projects:**
* **30%** of the overall grade
* Willingness to participate in classroom discussion
* Works well in groups without causing a scene
* Completes projects on time
* Any lab reports will be evaluated in this category
1. **Homework**
* **10 %** of the overall grade
* Usually counts as 1 grade, unless otherwise specified
* Majority of “homework” should be completed in class, unless student has not been using time wisely or we have run out of time during the lesson

**\*\*\***In addition, other projects may be assigned. The format for their evaluation will be at the teacher’s discretion. Changes to evaluations of certain assignments may be made at the discretion of the teacher at any time.

**Notebook Requirement:**

1. Notebooks (Binders) must be complete and may be collected for one or more exam grades at any time.
2. Changes in this evaluation scheme may be made at any time at the discretion of the teacher.

**Homework Policy**

1.) Make-ups of undone or incomplete homework will not be allowed except for extenuating circumstances in the opinion of the instructor only.

2.) Assignments will be given to the class by a posting in the room..

**Make-up of Quizzes/Tests**

Anyone can have a bad day. I will allow make-up of quizzes/tests within the following parameters:

a.) Requests for this are submitted in writing, bearing a parent/guardian signature and date which declares the parent/guardian knowledge of the unsatisfactory grade.

b.) The requiz/retest grade will be averaged together in equal amount with the original quiz grade

c.) The student will have **5** class days from the day of the original quiz or test to take the makeup quiz or test

d.) If requests for make-up quizzes and exams becomes frequent, a parent/teacher/administrator conference will be scheduled.

**Additional Policies and Student Expectations**

1.) The **student** missing school is **responsible** for getting the notes for any time you miss due to absence(s).

2.) You have the amount of time equivalent to your absence to complete any evaluation. If you miss school on only the day a quiz or a test is given, you will be expected to complete it when you return to class.  If you fail to complete it at this time, the evaluation will be discarded and your grade will become a zero
      for that evaluation.

3.) I reserve the right to give unannounced "pop" quizzes at any time.

4.) I reserve the right at the time of any evaluation to inspect your notebooks
     for evaluation. I may grade some or all of the notebooks at any time.

5.) I expect all students to participate in all laboratory activities.

6.) At all times, I expect your work to be your own.

7.) If you are missing school due to a family vacation, school sanctioned field trip, or other situation, you must provide notification to me a **minimum of one week** before the event in legible writing which includes the day(s) of your absence.   If this minimum time requirement for notification is not met, I do not guarantee you will receive the work you need during such absence.

8.) I expect you to have required texts and materials present in any class or lab.

9.) Cell phones are not to be out in class unless otherwise instructed by the teacher. If a student is caught with a cell phone, it will be taken and placed in my desk for the remainder of class. Shall a student have a cell phone out on multiple occasions; it will be taken and given to Mrs. Sykes and a referral will be given. Please remember, you are here to learn.

\*\*\*If you have any questions, please feel free to contact me at mhewlett@ekcsk12.org. Thank you for your time and cooperation.