**Mrs. Halkuff’s Class Rules & Expectations 2014-2015**

**Honors Anatomy & Physiology: Fuquay-Varina High School**

## Contact Information

**Jamie L. Halkuff**  **Room Assignment:** Room 314

**Email:** jhalkuff@wcpss.net **Planning Time:** 4th Period

**Phone:** 919-557-2511 **After School Help:** By Appt.

**Website: www.mrshalkuff.weebly.com**

#### CLASS RULES

**1. HAVE MANNERS & RESPECT**

**2. BE PREPARED & ON TIME**

**3. NO FOOD OR DRINK**

**4. NO TALKING OUT IN CLASS. PLEASE RAISE YOUR HAND!**

**5. NO IPODS, CELL PHONES, OR ELECTRONIC GAMES**

**6. LEARN SOMETHING NEW EVERY DAY!**

**GRADING SCALE**

**A: 100-93**

**B: 92-85**

**C: 84-77**

**D: 76-70**

**F: <70**

#### GRADE DISTRIBUTION

**Honors Anatomy Quarter Grade** Tests = 50%, Quizzes = 15%, Labs/Projects = 15%, Class Work = 20%

**Final Grade Distributions:** 1st Quarter = 40% 2nd Quarter = 40% Teacher Made Final Exam = 20%

**CLASS SUPPLY LIST**

**Boys Class Supplies**

1 Box of Fine Tip Sharpie Markers

(Assorted Colors)

1 Box of Large Size Disposable Gloves

1 Bottle Dish Soap

1 Roll Paper Towels

1 Bottle Hand Soap

1 Box Gallon Size Ziplock Bags

**Girls Class Supplies**

1 Box of Ultra Fine Tip Sharpie Markers

(Assorted Colors)

1 Box of Med. Size Disposable Gloves

1 Bottle Disinfectant Spray

1 Roll Paper Towels

1 Pack Sponges or 1 Scrub brush

1 Box Quart or Sandwich Size Ziplock Bags

**Individual Supplies**

1 ½ “ 3-Ring Binder

5 Dividers

Notebook Paper

Pens/Pencils

6 Packs Index Cards

**COMMUNICATION**



**Twitter:**

@mrshalkuff

**Website:**

www.mrshalkuff.weebly.com

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| --- | --- |
| **Text Message Updates:**  (via Remind101) | |
| **1st Period Honors Anatomy**  **(Choose one below)** | **2nd Period Honors Anatomy**  **(Choose one below)** |
| **Website**: www.remind.com/join/1pfall2014 | **Website**: www.remind.com/join/2pfall2014 |
| **QR Code**:  Class Code:  @1pfall2014 | **QR Code:**  Class Code:  @2pfall2014 |
| **Text Number:** (234) 564-4718  Enroll Message: @1pfall2014 | **Text Number:** (234) 564-4718  Enroll Message: @2pfall2014 |

**Daily Procedure**

You should be in your seat, pencils sharpened, with your Anatomy binder ready to begin before the bell rings. If there is a warm-up on the board, you should be working on it while I take attendance. This will become routine and I should not need to remind you of these things.

**Dissections**

We do several dissections throughout the semester. You will always complete these labs with a partner or group. The process of dissection is a sensitive one, but necessary for this class. If this is an issue for you, please let me know and I will try to design well-rounded groups based on this information.

**Acknowledging Signatures:** Your signature below acknowledges that you have read and agree to the above expectations.

**Organization**

You will need a 3 ring (1 ½”) binder that is devoted solely to Anatomy. Your binder should remain in the classroom in the designated place so that it is always here at school for you to use.

I recommend purchasing/making 5 dividers to organize your work: Warm Ups, Notes, Class Work/Homework, Labs, Quizzes/Tests.

**KEEP YOUR ANATOMY BINDER NEAT & ORDERLY!!!**

**Behavior**

I have very high expectations when it comes to behavior in my classroom. I do NOT tolerate horseplay of any kind. This is a lab room and I have very expensive equipment and glassware that is easily broken. Please listen to directions the first time they are given and ask questions if you do not understand. If you are causing a classroom disruption, you will first receive a warning but any further disruptions will result in an administrative referral and In School Suspension for the remainder of class. As a class, we do not have time to waste on disruptive individuals!!

**Intervention**

* Working Lunch (Tues-Fri) in Room 508 with Mrs. Naylor. Please pack a lunch and plan on eating while you work.
* 3 Week Interim Reports: Please sign & return with student the next school day.
* Parent/Teacher/Student Conferences as needed.
* Do Not Admit List: Students with failing grades will not be authorized to attend extracurricular school events until grades are brought up to passing.

**Homework & Missed Work**

**Missed Test**

1. Attendance on test days is extremely important! If you must be out, email the teacher and/or give advance notice, if possible. Be prepared to take the test the day of their return during working lunch.

**Missed Lab**

A missed lab typically cannot be made up. Instead, a 1-page report on the topic that the lab covered will replace the missed grade and should be handed in within one week of your return.

**Late Work**

On time work is best!

Late work will be accepted at partial credit at the discretion of the teacher.

**Homework**

Students should plan on having a small homework assignment most nights. Completion of nightly homework is important for practice of concepts learned in class.

**Retests**

Students will have the option to retake ONE unit test of their choice each quarter. Retests will be held the last week of the quarter and administered during Working Lunch. Quizzes are not eligible for retesting.

**Integrity Statement**

Cheating and Plagiarism is a serious offense and will not be handled lightly. It is my expectation that no student will give nor receive unauthorized help on any assignments or tests during this course. By reading this statement and signing the Student Info sheet, you are indicating that you promise to uphold this pledge and be accountable for your actions if you choose not to abide by this integrity statement.

**Acknowledging Signatures:** Your signature below acknowledges that you have read and agree to the above expectations

Student’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_