August 15, 2016

Dear Parents,

I am so excited for our new year with your child! Science has always been my favorite subject; this year we have so many adventures before us as a class community. Please look at the handbook as a guide to how your child can choose success in Upper Science.

I am thankful to have your child in my class! With this in mind, it is essential that your child understands and follows all the classroom guidelines for a safe and awesome year. Please make sure you review this handbook with your child to make our year fun as well as successful. Feel free to contact me with any questions you may have. After reading and discussing together, please sign and return the document below by Monday, August 29, 2016.

My child and I have read, discussed, and agreed to follow all classroom guidelines to make this year a successful one.

Student’s name (print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student #\_\_\_\_\_\_\_

Student’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade\_\_\_\_\_\_\_

Parent’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Upper Science Handbook**

**2016-2017**

**Mission**: To build a lifelong love of science.

**Contact:**

You can reach me by email (fastest response), phone, or in person.

jhammel@stignatiussacschool.org

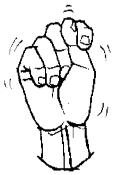
St. Ignatius (916)488-3907 ext. 107

**Classroom Rules/Behavior Management:**

We have 4 rules in Upper Grade Science that we follow:

1. Use Active Listening
2. Follow directions quickly
3. No Put Downs: respect others, respect yourself, respect your school
4. Be safe, be kind, be honest

Daily expectations:

1. Greet Ms. Hammel and Ms. Carleton
2. Enter the room quietly, be seated quickly, and begin the “Do Now”. If finished early, proceed to N-DEAR
3. Pencils must be sharpened before class. If needed, borrow and RETURN pencils and pens from the Share Shelf.
4. Raise your hand and wait for permission to speak.
5. Use the silent signal to ask permission to use the restroom, sign out, take the pass and return in a timely fashion
6. Use SLANT
   1. S=
   2. L=
   3. A=
   4. N=
   5. T=
7. Participate every day, complete all labs and homework assigned.
8. USE THE ROOM; look at the boards for the daily agenda, do now, homework, upcoming projects, etc.
9. Perform your class job at the appropriate time
10. Treat ALL living things as you wish to be treated

Every scientist is expected to bring their very best effort and attitude to class, every day. If needed, a verbal warning will be given for a student who is choosing poorly. If the behavior continues, the student will be asked to step outside the classroom to refocus and fill out a refocus form. Subsequent behaviors will result in detention and parent contact. Behavior will be reported to the homeroom teacher and may affect your Behavior/Conduct grade. Choose wisely.

**Labs/Class Participation**

Labs are a major component of our science class, as they allow you to apply what you have learned or what you are learning to real-life situations and simulations. We will have many opportunities for hands-on exploration throughout the course of the year.

You will be expected to follow all Class and Lab Safety Rules. We will be discussing Class Rules and Lab Safety Rules over the course of the first few weeks, as well as leading into each lab.

Class Participation means taking an active role in your learning, and the learning of your fellow classmates. You must pay attention and be involved in class at all times. I determine your class participation grade by looking for some key indicators:

* Are you tracking the speaker?
* Are you sitting up, with positive body language?
* Are you asking and answering questions during discussions or activities?
* Are you on task?
* Are you respecting those around you and making positive contributions to our learning environment?

**ISJ (Interactive Science Journal)**

Your INTERACTIVE SCIENCE JOURNAL will increase your understanding of science by:

* using writing as a process for discovery and synthesis of inquiry.
* modeling many enduring functions of scientists – recording information and data, creating experimental diagrams, forming associations and connections to other learning, and asking thoughtful questions.
* improving your ability to organize ideas and information to provide a study reference for each unit, as well as a resource to consult for review prior to tests, and even in subsequent years as you continue in science.
* demonstrating to your teacher and parents your developing organizational skills, understanding of science concepts and ability to express thoughts and feelings in a variety of ways.
* deepening the science skills acquired in prior years by application to your current study of science.

Think as a scientist… record as a scientist… and reflect as a scientist!

**N-DEAR:**

To align with the Common Core shift of greater nonfiction reading, we are incorporating non-fiction reading into the daily schedule. N-DEAR (Nonfiction – Drop Everything And Read!) will be for a range of 5-7 minutes, on a variety of science topics. Books are available to borrow from the SCU library for students who wish to continue their in-class discoveries at home.

**Homework:**

Homework must have your full heading (full name, number, grade, science and date)! It must be legible and organized. Any papers turned in without a name will be recorded as a zero until claimed. Homework is an important part of science class. It helps reinforce science concepts taught in class, teach responsibility and it’s a great way for students to prepare for high school and beyond!

At least once a month, we will be co-writing a letter to your parents in your Interactive Science Journal (ISJ) at the end of class. We will write three paragraphs that can include:

* One paragraph of introduction and greeting
* One paragraph explaining what was learned in science for the week.
* One paragraph explaining what was learned in science non-fiction DEAR for the week.

In order to continue our conversations, please ask another person in your family circle to write a response back to you. This can be as simple as a couple sentences or questions. The true value is in the conversations you have about new learning and expansion of ideas. Rewards will be given for responses.

Homework assignments will be posted on the homework board daily. If an assignment is missing or incomplete, you may receive detention. To avoid further detentions, you must bring the completed assignment to class at our next meeting. Late assignments will not receive full credit unless you have an excused absence. If you are absent, you have as many days to make up your work as the days you were absent. **It is your responsibility to see Ms. Hammel about missing work.**

**Jobs:**

All student are invited to apply for a class job; a great way to contribute to the communities success and for you to earn rewards in class! Applications will be available year round.

**Attendance:**

Whenever you are absent, your table partners will be responsible for filling out the attendance roster. This will help expedite collecting your missing work. Your partners are also a great resource for helping you get your notes in your interactive science journal up to date. All missed handouts can be found in the large EXTRA binder for your grade level. Google classroom is also a location where you can access the presentations from the day and copy down notes.

It is your responsibility to find out what you have missed and turn in missed assignments on the day they are due. Making an appointment to meet with Ms. Hammel after school or during Morning Recess is the best way to catch up on your missed learning. Attending Study Hall is another great opportunity to catch up on your missing work (and earn 2 extra credit points for attending the full recess)

**Grade Computation**

Students will be given labs, tests, quizzes, worksheets, and projects. These assignments will be averaged together at the end of each grading period. All in-class and out-of-class assignments that are missed due to absence must be made up according to school policy. Your science grade will break down as follows:

ISJ/Labs & Class work/participation = 40%

Tests & Quizzes = 30%

Homework = 30%

Your conduct points will be part of your class work/participation grade. These grades will be based on your behavior and participation in class.

Science will distribute progress reports with missing assignments approximately every three weeks. All students will be required to get a parent signature on these reports. All students with missing assignments will have until the next progress report to complete the late work for partial credit; after that grace period, missing assignments will receive a zero.

# Extra Credit

Extra credit will be available throughout the year. For example, students may earn two extra credit points by attending Study Hall at morning recess.

# Extra Help

If you have a question about something or would like to get extra help please let me know by writing me a note or sending me an e-mail. You may also set up an appointment to see me during break or lunch but not during class, please! (e-mail is probably the fastest way to get ahold of me).

For students struggling in science, a nightly homework and progress report might be set up.

**Supplies:**

1. Science Journal; hard cover, college ruled composition book, 100 pages
2. Two folders, one to keep extra science papers, tests, labs, etc. and another for homework. (many assignments will be in your interactive science journal)
3. Pencils, NON ERASABLE PENS
4. A different colored pen than your work is completed in to correct work
5. Highlighters
6. Textbook – NOT every day

Each person has a different organizational style when it comes to class work. I ask that you keep your homework, tests, and extra science papers organized so that you can find them when needed. Most labs and notes will be in your interactive science journal. This journal will be graded on organization and legibility according to the rubric provided for your journal. Many days you will not need your science book in class, if it is needed it will be part of the homework assignment to bring in your book.

**Class donations:**

THANK YOU for the supplies that have already been donated! Throughout the year, donating these supplies is greatly appreciated! They can be brought to school at any time ☺

* Hand sanitizer, disinfecting wipes, hand wipes, and tissues
* Small prizes for our class store (colorful pencils, erasers, stickers, etc.)
* Healthy packaged snacks (goldfish, crackers, granola bars, etc.)
* Packaged Fruit Snacks
* Science books or magazines
* Gift cards to Petsmart or Petco for animal friend supplies
* Recycled products: Toilet paper and towel rolls, newspaper, egg cartons
* 3 x 5 notecards

*All content contained within this document is subject to change.*