

Hello Parents and Students,

My name is Mrs. Enriquez, and I will be teaching College Prep Chemistry this school year. I completed my Bachelor's Degree at Cal Poly Pomona in General Biology with a Minor in Chemistry. I obtained my Teaching Credential through Azusa Pacific University, and I also received my Master's in Biology at Cal Poly Pomona. For three years I was a Teacher's Associate at Cal Poly Pomona for the undergraduate Biology Labs. Before my time here at Ayala High School I taught Biology & Chemistry at Upland High School for a year and a half. This is my second year teaching at Ayala High School.

Please read over my syllabus regarding my class rules, expectations, and disciplinary plan. If you have any questions or concerns please feel free to contact me through email. Once the syllabus has been reviewed please have it signed by both the parent and student and then **return the signed page ONLY** to me. Thank you and I hope we have a wonderful school year!

Mrs. Enriquez

Grading Scale:

A = 90-100%; **B** = 80-89; **C** = 70-79%; **D** = 60-69%; **F** = 59% or less

(+/- will be assigned)

(Students can receive extra credit throughout the year when they do exceptionally well on projects or in class assignments.)

Formal Assessments (Test & Quizzes):50%

Informal Assessments (Projects, Presentations, etc.):15%

Assignments (Journals, Homework, etc.):25%

Participation (Coming to class prepared, participating, etc.):10%

Class Rules

1. Students will respect the teacher and all fellow classmates at all times. Students must come prepared to class if not, they may lose participation points or not participate in class/lab that day.
2. Cell phone, iPad, laptop, or music player use is absolutely NOT permitted unless during a class activity that involves those electronic devices. **If the student does NOT store the phone away in the backpack when asked and is caught later using the phone during class, the phone will be confiscated and taken to the front office so it can be picked up at the end of the school day. Please reference Ayala's Cell Phone Policy in the student handbook.**
3. **Late work is absolutely NOT accepted.** If a student is absent, they will have one day per one day of EXCUSED absence to get it in. It is the student's responsibility to gather and complete all the work that was missed during their absence or a zero will be given. If the absence is NOT EXCUSED, no work will be accepted.

Make-up quizzes/tests are given ONLY the following day after the scheduled quiz/test during LUNCH. If the student fails to come in to make up the quiz/test, then they will automatically receive a zero.

4. Food and drinks must be placed in the student's backpack. Food is not allowed to be out or eaten during class, especially during labs. This is a SAFETY hazard and will be strictly enforced for the safety of the students.

Disciplinary Plan

Please read the following carefully; Students misbehaving in the classroom will be handled accordingly:

First Offense: Student will receive a warning.

Second Offense: Student will have a one-on-one conference with the teacher and an email will be set to the parent/guardian.

Third Offense: Student will complete an in-class personal behavior evaluation and a one-on-one conference with the teacher. The teacher will also email the parent/guardian, and inform them that this is the third and final offense before being sent to administration

Fourth Offense: The student will automatically will be excused from the classroom with a referral to Administration, which may result, but is not limited to, a class suspension.

Please note: If student poses as a threat to the safety of the classroom, or displays extreme levels of unacceptable behavior, this may result in an automatic detention, referral to administration, or a suspension.

Classroom Policies

Bathroom Policy: Students must have a hall pass, as well as take the classroom bathroom pass. They will be given a maximum of 5 minutes to use the restroom. They will have to sign in & sign out on the bathroom sheet. If students do not sign in and out legibly and accordingly, they may lose their bathroom privileges altogether. There is no bathroom use during the first and last 10 minutes of class.

Lab Safety: This is a laboratory class, therefore the students are working with expensive equipment and/or toxic chemicals. Due to this, the students will be responsible for lab safety test, preparing for labs by writing down the procedure, and much more. If the students fails to properly prepare for a lab, they will automatically receive a zero for the lab, and not participate in the lab as well. It is extremely important that the students come prepared to handle chemicals and the equipment.

Cheating/Academic Dishonesty

Any student who is caught cheating, plagiarizing, or breaks the code of academic honesty will automatically receive a referral to administration and receive a zero on that assignment/test. Any type of copying work, giving work to be copied, improving someone's score on peer evaluation, or violating test conditions are all forms of cheating. Academic dishonesty will become part of a student's permanent record, which may result in a guidance counselor or teacher not being able to write a letter of recommendation for colleges. During testing students phones will be on the desk and turned OFF. If it goes off the student will receive a zero.

Period: _____

Student Name (Print)

Parent/Guardian Name (Print)

Student Signature Date

Parent/Guardian Signature Date

By signing above, you acknowledge that you have read all the information and agree to the stipulations in Mrs. Enriquez's syllabus, and will follow accordingly. You also acknowledge to abide by the rules presented in the Ruben S. Ayala High School Student Handbook.

Parent/Guardian Contact Number(s) _____

Parent/Guardian Email Address

