

Instructor Contact Information

Name: Mrs. Yetter

Office location: Office 3 in Science Building

Phone: 314-993-4045 ext 360

Email: jyetter@jburroughs.org

Office Hours: My schedule is posted on my office door and on our course website. When I am not in class I am available to meet with students. Making an appointment is encouraged, especially for meetings before and after school.

Course Expectations

- ◆ Students should bring their chemistry materials to class every day. These include a binder, a pen/pencil, a calculator, paper, and graph paper.
- ◆ Proper etiquette is expected at all times (e.g. please, thank you, excuse me, etc).
- ◆ Activities are assigned regularly. Please approach each assignment with an open mind and a serious attitude. Be persistent – not all answers will be apparent at first glance.
- ◆ When an assignment is due, it should be turned in at the start of class.
- ◆ An assignment that is one day late will be worth at most 75%, an assignment two days late will be worth at most 50%. Beyond two days late, assignments will not be accepted for credit.
- ◆ Students are expected to abide by the Science Department Policies as well as the policies outlined in the Student-Parent Handbook when in the chemistry classroom and laboratory.
- ◆ In concordance with John Burroughs School Policy, extra credit is **not** available for this course. We will have plenty of assignments to keep each student learning and practicing. Please do not ask for extra credit → the answer is NO.

Absences

- ◆ Please contact Ms. Yetter as soon as possible when you are absent.
- ◆ If a student should have an excused absence, then the student will have one week to complete any laboratory assignments. Other assignments are due one day after the student returns to school.
- ◆ It is the student's responsibility to obtain notes from a classmate for the missed class(es) when a student is absent from chemistry. These notes should be procured as quickly as possible in order for the student to remain on track with the course.

Laboratory Safety

- ◆ Students are expected to wear safety glasses during all experiments.
- ◆ Clothing acts as a protective barrier in the laboratory and allows a person a few extra seconds between the time of a spill and when the chemical comes into contact with skin. I recommend wearing a shirt with a sleeve and bottoms that are close to knee-length or longer when coming to lab.
- ◆ Closed-toe shoes are required in the laboratory.

- ◆ Long hair must be tied back during experiments.
- ◆ There will be no dangerous behavior in the laboratory (no running or yelling).
- ◆ Food, drink, and gum are prohibited from the laboratory.
- ◆ **All data must be collected in blue or black ink.** Calculations may be completed in pencil.
- ◆ Students violating any of the safety rules will be removed from lab.
- ◆ At the end of each experiment, students will wash and rinse all laboratory equipment used that day as well as the lab bench top.
- ◆ Before leaving the lab, students will wash their hands with soap and water.

Assessment

Students will be assessed on their learning and understanding through lab activities, written reports, homework assignments, quizzes, and tests. A comprehensive exam will be given at the end of each semester.

Weight of Assignments by Type

Type of Assignment	Percentage of Overall Grade
Homework	10
Laboratory	20
Tests and Quizzes	50
Final Exams	20

Science Assessment Scale

Overall Percentage	Letter Grade
93.0 - 100	A
90.0 – 92.9	A-
87.0 – 89.9	B+
83.0 – 86.0	B
80.0 – 82.9	B-
77.0 – 79.9	C+
73.0 – 76.9	C
70.0 – 72.9	C-
67.0 – 69.9	D+
63.0 – 66.9	D
60.0 – 62.9	D-

