

## **2024-25 Research Class**

### **Archimedean Upper Conservatory**

Instructor: Jana Caban-Klepacova

Website: [www.sis.archimedean.org](http://www.sis.archimedean.org)

Email: [jana.caban@archimedean.org](mailto:jana.caban@archimedean.org)

### **Research Class – National Science Olympiad Rules by Division C**

**Grading Policy:** All grades will be based on a percentage system. Forty percent (40%) will be earned on major tests, thirty percent (30%) on quizzes, projects and labs, twenty percent (20%) on class work, participation and class work evaluations, and ten percent (10%) on homework. Students will obtain these grades on average per one quarter:

- Unit Test (every 2/weeks) = 2 to 4 grades
- Pop Quizzes (unannounced) = 2 to 4 grades
- Projects/Assignments/Worksheets = 5 to 10 grades (minimum 2/week)
- **Participation Grade:** attending the invitational
- **Quiz Grade:** attending Regionals and States
- **Test Grade:** medaling in the event, attending Nationals
- **Grading Scale:** 90 – 100 = A, 80 – 89 = B, 70 – 79 = C, 60 – 69 = D, 0 – 59 = F

### **Tests/Quizzes/Classroom Evaluation:**

- **Placement Test/quizzes** - Generally once per week. Pop quizzes are not announced.
- **Classroom Evaluation** - Throughout the quarter students will be evaluated for class participation and involvement. Examples of activities that will be taken to consideration: discussion participation, oral/written response, on time completion of laboratories, and projects.
- **Placement tests – event assignments are based on the MERIT**

### **Teacher/Student/Parent Communication:**

- Teacher – Student communication is done via email or in person in class
- Teacher – Parent communication is done via school email:  
[jana.caban@archimedean.org](mailto:jana.caban@archimedean.org)
- To schedule parent-teacher conference please email the request to the above-mentioned school email

### **Homework**

- HW posts can be found in multiple places – Archie, Archie Resources, student email, textbook, and/or a physical handout
- Notes and lecture should be reviewed, re-written nightly (15-30 min)
- Complete the assigned projects, lab reports adhere to due dates
- Study for exams, review the lecture slides before every new chapter
- Watch all assigned videos, and/or short movies
- Read all Case Studies, and/or additional reading materials assigned

**Make up:** In keeping with the school's guidelines as well as M-DCPS guidelines,

- Students with ***unexcused absences*** **will not** be provided make-up work, **unless decided otherwise by a teacher.**
- Students with ***excused absences*** will have one day for each excused absence to make up the work. This includes daily grades and test.
- If a student is **absent it is his/her responsibility** to obtain any assignments missed while absent. Students are expected to consult missed assignments with their classmates first in order to complete the missing work.
- **Late work, past five (5) days, is not accepted. Once homework is late an increment of ten (10) points is deducted from the grade, after the homework is graded for the correctness.**
- **Missed exams must be taken within the time allowed no longer than five (5) days. Prior arrangement is required.**
- If you are absent during a lab you must get an alternative assignment.

#### **Course Expectations – Competition Preparation**

Students are expected to be in their seat, ready to begin the class before the bell rings. Students are expected to have required course materials for each class, no exceptions.

The student is responsible for the following:

- Completing all homework assignments
- Turn in all work assigned by the due date (there will be NO late work accepted)
- Ask for assistance when needed from parent and/or instructor
- Studying the content of information daily

#### **Consequences for not Meeting Classroom Expectations**

- 1<sup>st</sup> Consequence – Verbal warning
- 2<sup>nd</sup> Consequence – Parent contact (phone call or e-mail)
- 3<sup>rd</sup> Consequence – Referral to the administration

Depending on the severity of the classroom disruption or behavior, the teacher may bypass the order of consequences listed above.

#### **Classroom Rules:** Students are expected to follow the guidelines of Student-Parent

Handbook/Code of Conduct at all times:

- Show respect for yourself, others, and their property, no drinking or eating in classroom
- Students are expected to be in their assigned seats with all the required supplies before the bell rings.
- Students are expected to begin work as soon as the bell rings and follow the instructions in order to complete the assignments on time.
- Students are expected to raise their hand and wait for their name to be called out in order to answer the question or ask to leave the seat.
- Students are expected to place their TURNED OFF cell phones into the ASSIGNED phone pockets located by the classroom door. Not following the requirement will result in confiscating the cell phone.

**PRINT, SIGN and UPLOAD to ARCHIE ONLY this page (bring the hard copy to class) – Homework Grade, Due Friday 8/26**

**PARENTS/GUARDIANS CONTACT INFORMATION**

<b>Mother/Guardian Name:</b>	<b>Phone Number:</b>	<b>Email address:</b>
<b>Father/Guardian Name:</b>	<b>Phone Number:</b>	<b>Email address:</b>
<b>Student NAME:</b>	<b>N/A</b>	<b>Email address:</b>

My child and I have read and understand the course expectations for Mrs. Caban-Klepacova's Research course for 2024-25 at Archimedean Upper Conservatory. I have her contact information and will contact her with any questions or concerns that I may have.

PRINT Name of Student:

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Signature of Student:

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PRINT Name of Parent/Guardian:

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Signature of Parent/Guardian:

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**Please fill out the contact information below as neatly as possible so Mrs. Caban-Klepacova can contact you!**

