****Dear Parent/Guardian:

Greetings! Welcome to Biology at Broughton HS! This semester I am lucky enough to have your student in my class. Biology is a state-required course, with an EOC administered at the end of the year. This semester we will cover a wide variety of topics ranging from genetic engineering to global warming. Using a variety of methods, we will explore this diverse field, ensuring that we cover the ‘Essential Standards’ outlined by the state curriculum, while keeping it interesting and current.

Our curriculum requires swift pacing in order to cover all of the course material. It is of utmost importance that your student attend class consistently so he/she does not fall behind. One of my philosophies of teaching is that students learn best through hands-on applications and experiences. It is through these experiences that science is brought to life and becomes fun! As such, we will do many labs and activities that are hard to make up if your student is repeatedly absent. Likewise, please encourage your student to seek extra help when needed with assignments, and to establish effective organization and study skills. My goal is for my students to succeed in my biology class. This task will require cooperation and support from the student, parents, family members, friends and teachers. With everyone striving together, we have a better chance of achieving our common goal! If at any point in time your child needs extra help with the material, my tutoring days are **Tuesdays and Thursdays** or by appointment any other day if I am notified ahead of time.

All of my classroom and grading policies, as well as expectations for behavior, are discussed in the course syllabus. Please review this document with your student before signing this letter. Your student has received a hard copy, and it can be found online at my website: **http://jtylerscience.weebly.com**. All important information regarding my class will be posted on my website, including the syllabus, PowerPoints, labs, all class handouts, homework and due dates. I encourage you and your student to check my website often for classroom updates.

I also encourage you to sign up for the REMIND app to receive text message reminders of upcoming due dates, tests, and other classroom announcements via text message. To sign up, send a text message to 81010. The message part of your text is based on which block your student is in my class. The class codes are as follows:

1A Academic Biology: **@tylersci1a** 1B HL IB Biology**: @tylersci1b**

2A Academic Biology: **@tylersci2a** 2B HL IB Biology: **@tylersci2b**

3A Academic Biology: **@tylersci3a** 3B Academic Biology: **@tylersci3b**

I am available at any time during the school year to discuss your student’s progress or answer any questions you may have. I will contact you right away with any concerns I have pertaining to your student’s grades, attendance, or behavior.  Likewise, if you see a problem arise, please contact me right away so we can work together to help your student succeed.  The best method to contact me is through email (**jntyler@wcpss.net**).  I can also be reached by phone at **919-856-7810**. I will return calls and emails within one business day, provided that I am at school. I look forward to working with both you and your student this year!

Best,

Mrs. Jennifer Tyler

**Student – Parent – Teacher Contract**

My goal is for my students to succeed in my biology class. This task will require cooperation and support from the student, parents, family members, friends and teachers. With everyone striving together, we have a better chance of achieving our common goal! Below are ways that we can work together:

**Teacher Support:**

* Notes/Assignments posted on website and stated verbally in class
* REMIND App to keep students updated on due dates and class announcements
* Create activities and labs to bring biology to life
* **Tutorial Days – Tuesdays and Thursdays 2:20 – 3:30 pm or by appointment**
* Extra help/reviews upon request

**Parent/Guardian support for their student and teachers:**

* Talking to your student about class every day and asking about upcoming assignments
* Emailing Mrs. Tyler for clarifications, questions or concerns
* Checking the class website for important information
* Checking PowerSchool often to monitor your student’s grades, missing assignments, etc.
* Encouraging your student to attend class every day and/or attend tutoring if needed

**Student’s support for their success and teachers**

* Asking for help when needed at the first sign of difficulty
* Attending tutoring sessions
* Checking the class website
* Staying on top of assignments and class work and completing them to the best of his/her ability
* Being present in class
* Conducting him or herself in an honorable and mature manner

At times we will contact you or your student. We will keep a log of any communication for my records.

\*\*\*Please fill out and return the attached document with your student as acknowledgement that you have read and understand the expectations and procedures to ensure student success in biology\*\*\*

**Please detach this sheet from the letter for your student to return to school, and keep the letter for your records.**

**By signing below, each person is acknowledging that they have read the above information AND SYLLABUS and understand their role in achieving student success.**

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Mrs. *Jennifer Tyler, Teacher* *Date*

**Student Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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*Student Signature* *Date*

**Parent/Guardian Name**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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*Parent* *Signature* *Date*

**Contact Information:**

Parent/Guardian name – Primary Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian name – Secondary Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Do you have any special concerns about your student? (academically, socially, medically, etc.)**