



# Human Anatomy/Physiology

**Instructor:** Mr. James Koeler

**Textbook:** *Essentials of Human Anatomy and Physiology*, by Martini/ Bartholomew. It is mandatory that a book cover is used. Unless otherwise instructed, leave this book at home to be used for homework. This book is your responsibility and you will be charged if you damage or lose your book.

**Conference:** Period 2 (9:10-10:00). If you wish to speak or meet with me about your son/daughter, please contact me during this time at (714) 433-6600 or you may send me an email message to [james.koeler@sausd.us](mailto:james.koeler@sausd.us)

## **Course Requirements**

### **1. Materials-You must bring everyday!**

- Black/White Composition notebook
- “3” Three ring binder with subject dividers and paper
- Colored pencil set/ red correcting pen/ highlighter/pens, pencils

### **2. Homework Policy**

- All assignments must be done on standard lined notebook paper or typed. Your name, date, class subject, and class period need to be included in the upper right hand corner of your paper. In addition, each assignment must be titled. **If these directions are not followed, then your work will not receive full credit.**
- All homework and other outside assignments are due at the beginning of class.
- Late homework, labs or projects **will be accepted up to twenty-four hours from the original due date with a 50% point reduction.**

### **3. Classroom Expectations**

- Be respectful of yourself, your peers, and adults.
- Each student will write down all homework assignments in the GFHS student agenda.
- When the tardy bell rings, all students are expected to be seated in their assigned seats. Those who are not seated when the tardy bells rings will be considered tardy.
- **Not following lab safety rules will result in a zero for all class activities/labs for that day.**
- Bottled water is allowed in class (except during labs). No food or candy is allowed in the classroom.
- Students are expected to abide by all of the guidelines stated in the GFHS Student Handbook. Failure to do so will result in the appropriate consequences as listed on the tardy, homework and dress code cards. For other student conduct violations, the following progressive discipline plan will be used:

1<sup>st</sup> Infraction: Warning

2<sup>nd</sup> Infraction: Teacher/Student Conference and 15 minutes detention

3<sup>rd</sup> Infraction: Parent Contact and 30 minutes detention

4<sup>th</sup> Infraction: Administrative Referral

### **4. Course Description**

- This course is intended to be an upper level college preparatory life science class. However, all students are welcome regardless of academic path. This class will fulfill the G requirement as well as the Santa Ana School District third year of science requirement.

**Semester I Plan:**

- *1st 6 weeks:* Eat-Move-Win/ Nutrition, Body Systems Overview, Anatomical and Directional terms, Cells, Tissue types, Tissue project.
- *2nd 6 weeks:* Integumentary system, Skin disease research project, Skeletal system.
- *3rd 6 weeks:* Nervous system, Special Senses and Endocrine System.

**Semester II Plan:**

- *1st 6 weeks:* Muscular System, Cardio-vascular system, cardiovascular disease project, Lymphatic system, blood
- *2nd 6 weeks:* Respiratory system, Digestive system, Nutrition, Nutrition project, Urinary system.
- *3rd 6 weeks:* Reproductive system, Rat/ Pig Dissection.

**5. Grades and Homework:** Grades are weighted. The grade is determined by student performance in the following areas.

- Tests/Quizzes.....35%
- Labs/Projects.....35%
- Homework/ Class work.....30%

**Grading Scale**

A=100-90      B=89-80      C=79-70      D=69-60      F=59 and below

**6. Absences**

- It is your responsibility to get make-up work.
- You **get one day for every day absent to complete assignments.**
- The day you return from an absence pick up class work/homework you missed, it will be on counter top in the Anatomy trays that hold your daily handouts.
- **Turn in any work that was collected while you where gone. This is your responsibility!**
- If you do not turn in homework or complete an assignment/lab you missed while you were absent, it will result in a **ZERO!** If absent on the day of a test you are still expected to take the test the day you return to school. If you miss the review day you still must take the test.
- **Cheating will not be tolerated** and will result in a zero on any test, quiz, lab, or homework assignment for both parties involved (THIS INCLUDES COPYING SOMEONE ELSE’S WORK AND PLAGIARISM.)

The above requirements and expectations are designed to guarantee your child and all of the other students the excellent learning climate they deserve. I look forward to meeting and working with you this year in order to provide the best possible education for your student.

Sincerely,  
Mr. Koeler

---

**I/we have read, do understand, and will follow the Course Requirements and Expectations for Biology.**

Print Student Name \_\_\_\_\_ Student Signature and Date \_\_\_\_\_

Parent/Guardian Signature and Date \_\_\_\_\_

