

**MIAMI KILLIAN SENIOR HIGH SCHOOL
SCIENCE DEPARTMENT
NOTEBOOK CONTRACT**

The following information is provided to you in order to ensure your success in your science class. Please read this carefully. You will be held accountable for this information. Failure to adhere to these procedures will result in a lower grade in your science class.

SUPPLIES REQUIRED

Each student must have the following supplies. These supplies must be brought to class **everyday** and utilized during every class period.

1. Three ring binder (minimum 1.5 inch rings) with **four (4)** dividers labeled:
 - Class Requirements
 - Daily Activities/Class Notes
 - Labs
 - Journal
2. Pencils
3. Black or blue pens
4. Lined paper (notebook paper)
5. Graph paper
6. Other supplies, such as a calculator, may be required. These supplies will be listed on your class syllabus. Read your class syllabus carefully.

NOTEBOOK FORMAT

All information written on the overhead projector or board must be recorded in their notebook. All information must be kept sequentially.

Divider #1 **Class Requirements** – This section must include the following pages:

- a. Grade Sheet – This will be filled in as work is returned. Students are responsible for keeping their grades current.
- b. Notebook Contract – signed by both the parent and the student
- c. Syllabus – Class rules and grading policies
- d. Any class information sheet provided by your teacher.

Divider #2 **Daily Activities/Class Notes** – As you enter the classroom, you are to immediately copy the daily agenda from the board or overhead projector. Include the following information:

- a. Date
- b. Objective/Topic
- c. Home Learning Assignment

The above information must be followed by the subsequent daily activities:

- d. All notes written on the board, overhead projector, and/or PowerPoint monitor
- e. All example problems
- f. All in class activities involving written information
- g. All worksheets given in class
- h. All Home Learning assignments

Divider #3 **Labs** – This section must include a laboratory log, chronicling all lab activities completed throughout the year. Also in this section, selected labs will be kept, as chosen by the teacher.

Divider #4 **Journal** – You are to keep a record of what you learned. You are to write in your journal on a daily basis. If the teacher does not provide a journal writing prompt, you are to utilize the following: Today I have learned... (Be specific and give an example.)

The heading for your daily journal must include the following:

- a. Date
- b. Prompt questions
- c. Response/Example

Your notebook will be graded. You must have it with you everyday. If you do not have your notebook in class with you on the day it is checked and graded, you will not receive credit. You will use your notebook everyday to review the material that was discussed in class on the prior days. Remember, your notebook is your first tool for a successful year!

I have read the science notebook requirements. I understand that failure to keep the notebook as required, failure to bring the notebook to class everyday, and failure to do the required work may reduce the grade I achieve in the class.

Student Signature

Date

I have read and discussed the science notebook requirements with my child and agree to check my child's notebook on a weekly basis. This will allow me to closely monitor my child's progress.

Parent Signature

Date