



Kalamazoo Nature Center Heronwood Field Station CTE Conservation Biology Syllabus

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Amber Hejl, Heronwood Director and Student Support Ahejl@naturecenter.org

Class Location: Heronwood Field Station (6378 Hart Drive Kalamazoo, MI 49004)

Class sessions: Classes will be M-F following the KRESA calendar. Session 1 is scheduled from 7:45 am – 9:15 am and session 2 is scheduled from 12:15 pm to 1:45 pm. Students may not arrive on site earlier than 7:30am. Instructors will be on site from 7:30 am – 2:30 pm, and are available at other times by appointment.

Course Description:

This program introduces students to careers in Natural Resource Conservation. This laboratory and field based course involves learning ecological science, conservation, animal and plant studies. The course will have special emphasis on skills and technology used in the profession of Natural Resources Management. Students will have direct contact with natural resource conservationists, and others in this field of study. This class requires a significant time commitment outside of class. We ask students to prepare for this, as it is a part of the unique and special nature of this class.

Course Goals: Students will:

- Understand natural resource systems and articulate these through the use of writing, communication, and technological skills.
- Conduct hypothesis driven scientific research through data collection, analysis, and field research.
- Participate in hands-on lab and outdoor learning experiences daily.
- Explore careers through job shadowing, guest speakers, and on and off-site field experiences.
- Develop skills to obtain employment in Natural Resource Conservation and Management through work-based learning experiences and community service opportunities.

Class Performance & Norms: This class will provide the opportunity for many experiences that will call us each to show up fully as our best selves. As we move throughout the year, we will have the opportunity to explore the wilderness, work intensely as a team, learn from guest speakers, conservationists and biologists, take field trips, and work with fragile equipment. This nontraditional learning environment requires performance and investment that may oftentimes go beyond the typical classroom requirements. Our learning is only possible when we create an environment of accountability and respect together. We are all responsible for setting the tone of our classroom community. We fully anticipate students will show up as their best selves through the year, and ask for the support they need from instructors and peers to do so.

Grading and Assignments	
Grading will be by semester. Grades will be earned in each of the following categories and weighted as follows:	
Reports, Assignments, Participation In-class assignments and participation as well as monthly assigned Industry Trend reports and writing assignments.	50%
Journal Entries Weekly journal entries will be due before your class period every Tuesday.	20%
Independent Project <i>Research, Group Conservation or Community Service Project:</i> Over the course of the school year each student will complete an Independent Project in the field of conservation, based on their interests and passions.	20%
Volunteering Six hours of conservation related volunteer service are due at the end of each semester.	10%

Resources & Textbooks: Students will use a variety of field and lab equipment associated with the Natural Resources that will be provided to them for in-class activities. Students will not have a textbook; Students will have access to Heronwood's Flora and Fauna library while in the classroom.

Materials: Students need to come prepared each day with a shirt, pants and shoes appropriate for working outdoors and getting dirty. Once we are at Heronwood Field Station, students will be provided a locker onsite where they can keep a set of work clothes. **Students should have a folder, ruled notebook for note taking, and a pencil every day.** Other suggested items: sunscreen, bug spray, hat, water bottle.

Communication and Course Website: In the interest of conserving paper, the majority of student assignments, due dates, and helpful class resources will be available online on our course website. You may view the website at any time using Google classroom. Parents are encouraged to keep up with class progress via monthly updates and view important due dates through the Kalamazoo Nature Center website by following: naturecenter.org > Education > Heronwood.

Class name	Class Code	Class Invite
Conservation Biology A.M. Class	fbt2pwx	https://classroom.google.com/c/NDk3NjE0Nzc5NzA1?cjc=fbt2pwx
Conservation Biology P.M. Class	ql4gqlu	https://classroom.google.com/c/NDk3NjE1MjE5Mzk0?cjc=ql4gqlu

Instructors will communicate with students and parents through email and the Remind app. It is *very* highly recommended that all students join the class Remind. Remind log-in:

Class name	Class Code
Conservation Biology A.M.	@ConserveAM
Conservation Biology P.M.	@ConservePM

Accessing Student Grades: The Conservation Biology course grades on a semester basis. Instructors will update student grades using the CTE Power School online grading system. On September 30th, students will receive login information that will grant them access at any time to individual assignment grades, missing assignment information, and cumulative grades. Students are expected to share this login information with their parents/guardians. ***We highly recommend that parents/guardians and students check your grades often and contact instructors ASAP if there are any concerns.*** As your instructors, we are here to support you. However, it is the responsibility of the students to make sure they are in good standing in the class. We ask you to check the online grades often to track your standing in class.

Field Trips: Due to COVID-19 field trips may be limited this year, but we are continuously looking for opportunities to safely attend field trips that comply with our COVID-19 guidelines. Students who attend field trips must have permission from a parent/guardian, this is mandatory ***for all students***. Field trips in the past have included Frederik Meijer Gardens, Kellogg Biological Station, and Bishop's Bog.

Safety Training: Students will be trained in emergency procedures, field trip procedures, indoor/outdoor lab safety, and proper equipment maintenance. Students will be required to show proficiency in safety training. Students who do not pass exams will have the opportunity to retake them; however they may not be allowed to use certain equipment until receiving a passing score.

Attendance: As this is largely a field and lab-based class, consistent attendance for classes is especially important. Attendance and tardiness are recorded and reported back to the student's home school daily. Schools will be notified of absences by 2 pm each day. It is the expectation that **students contact the off-site program before class begins if they are going to be absent, as absences reported to your home school are not reported to us here at Heronwood.** We will follow the KRESA attendance policy, which is detailed in the Off-Site Programs Parent/Student Handbook. Individual class calendars may differ from the student's home school calendars. If a student's home school is not in session when CTE classes are in session, students are encouraged to attend the off-site program; however, they will not be penalized for non-attendance. In the online grading system, non-chargeable absences include excused absences (marked EA) and school related absences (marked SR). Unexcused absences are chargeable (marked A).

Late Work Policy:

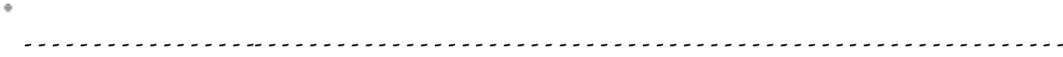
1. Students must communicate their conflict with instructors **before the due date**. This can be done in person or via email. Your instructors will check in and set a new due date accordingly. If a student is having trouble keeping up with homework, it is important that they speak with an instructor to design a homework plan as soon as possible.
2. If students **do not** communicate their need for extension, their grades will be marked down according to the assignment.
 - For larger assignments, grades will be marked down 5% each week late, up to 20% off.
 - For journals, 2 points will be marked down.
3. Monthly Late Work Due dates: Late assignments will be accepted until 2 weeks after the end of that unit. After that point, assignments can only receive up to 50% credit. Instructors will announce when a unit is over and when all late work for that unit will be due.

Thank you in advance for being conscious of your instructors' capacity to grade things on time before grades are due. Remember, communicate with us! We want to support you as much as possible.

Parent Teacher Conferences: The Conservation Biology CTE Course does not have set parent teacher conferences; however, our door is always open if a parent or student would like to discuss student performance in the class. To set up a conference, please email Allie Spring (lead instructor) at aspring@naturecenter.org or Amber Hejl (Heronwood Director and Student Support) at ahejl@naturecenter.org.

Policies: Policies regarding transportation, attendance, achievement, progress reporting, conduct, closed campus, emergencies, grievance policies, internet acceptable use policy and student medication are described in the Career and Technical Education/Education for the Arts Off-Site Programs Parent/Student Handbook. Students and families are expected to read the online handbook to familiarize themselves with these policies and then sign and return the signature page.

Parents and Students: Please review this syllabus carefully. It contains important information about the Conservation Biology course and behavior expectations. Read the syllabus, then please sign and return this bottom signature page no later than **Wednesday September 7th**. Thank you!



- _____ I have read and understood the Conservation Biology course syllabus.
- _____ I have visited the course website on Google Classroom and understand that this is where students will go to access the majority of class assignments, due dates, and important resource information.
- _____ My student has joined the Remind App link to this class to receive important class updates and news.
- _____ I understand that students and parents will have access to student grades at all times via the online CTE Power School online grading system. Login information for this site will be provided September 30th.
- _____ I understand that if I have any questions or concerns about the course or if I'd like to schedule a parent/teacher conference, I can contact the lead instructor, Allie Spring aspring@naturecenter.org, or Heronwood Director and Student Support, Amber Hejl, ahejl@naturecenter.org.
- _____ I understand that all students are expected to respect their peers, instructors, guests, and flora and fauna throughout the entirety of the course.
- _____ I understand that masks are required for all students entering Heronwood Field Station, and I will try to encourage my student to bring a reusable mask to class as much as possible, in the interest of sustainability.

Parent/Guardian Name (please print) & Signature *Date*

Student Name (please print) & Student signature *Date*