

## CIVICS COURSE SYLLABUS

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Welcome! We are excited to start the new school year with you as we begin our exploration of U.S. civics and cultures of regions around the world. Students at Skyline are emerging as members of their local, national, and global communities, and our class will collaborate to encourage curiosity, critical thinking, and communication skills as students explore the world and become competent citizens. The themed units use the scope and sequence laid out by state and district curriculum guidelines, and each unit is designed around assessments developed to meet state standards. At Skyline, we compliment our social studies curriculum with appropriate readings. The readings and units of study are as follows:

Units of Study
<ul style="list-style-type: none"><li>• Cultural Foundations</li><li>• American Gov't Foundations</li><li>• The Three Branches of Gov't</li><li>• Civil Liberties</li><li>• Foreign Policy</li></ul>

### **EXPECTATIONS**

Being part of a learning community requires active participation—which is why small and large group discussion, collaborative projects, and presentations are required components of this course. Your learning is a direct result of your involvement. Ask questions, get involved, advocate for yourself, and learn from each other.

During each class period, students will participate in a range of learning experiences including class discussion, group work, lecture/note taking, essay writing and revision, research projects, and individual presentations and assignments.

Students will have daily opportunities to hone the five literacies necessary for cogent and concise communication: listening, thinking, speaking, reading, and writing.

### **MATERIALS**

Students will need the following materials during class:

<ul style="list-style-type: none"><li>• at least one pencil and pen</li><li>• three ring binder with notebook paper or notebook</li><li>• a personal planner or calendar</li></ul>	<ul style="list-style-type: none"><li>• a highlighter</li><li>• index cards</li><li>• post-its</li></ul>
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Students may be asked to bring additional materials throughout the year for projects.

## **PROCEDURES**

### Responsible Scholarship:

- The curiosity, integrity, and cooperation of all students are important to the success of everyone in the class.
- We will be concentrating on developing quality (not just quantity) in assignments.
- We will teach and expect higher level thinking skills, such as analysis, synthesis, and evaluation.
- Plan ahead.

### Respect:

- Every person in the room will treat others - and will be treated - in a respectable manner. For example, any language (specifically slurs) that comments on another's (real or perceived) gender identity, sexual orientation, religion, race, etc. will NOT be tolerated.
- If issues arise that affect a student's work or the learning environment, that student should inform the teachers as soon as possible.

### Tardies:

- You must be in your seat preparing for when we start class, following the daily directions on the screen/board.
- Each time you are tardy to class you may lose points off of your participation grade.

### Bathroom Use:

- You must ask permission to go to the bathroom, but NOT while we are in the middle of an activity.
- You are responsible for what you miss while you're gone.
- If you take advantage of this policy, you will no longer be allowed to go to the restroom.

### Homework / Late Work:

- Regular homework helps prepare all students for class.
- Homework is due at the beginning of class (HW can be due for SS in LA or vice versa), unless otherwise noted.
- Email homework in case of unexpected issues. Use clear, apologetic language to explain the situation.
- No late homework will be accepted for full credit; check our websites daily to assure you are prepared.
- Printer/ technology issues are not an excuse for late work.
- Keep all work until the end of the semester, so you have proof that you completed it and that the grade is accurate.
- We reserve the right to keep any written assignment or quiz/test.
- If an assignment is due on TurnItIn.com, you must also bring a paper copy unless told otherwise.

### Attendance / Make-up Work:

- Regular attendance is extremely important, because in-class activities are essential aspects of the course.
- If you have a pre-arranged absence, you must request assignments in advance and keep current with all aspects of the class. Students may be asked to submit long-term assignments (paper, project, etc.) before their absence.
- Starting the day you return you have 1 day per day you were absent to complete your make-up work.
- Each assignment (test, homework, warm-up, etc.) that is due the day you have an unexcused absence (skip) is a 0%.
- It is your responsibility to immediately get the work, notes, and due dates you missed from the website or a peer and arrange a time with us to make up quizzes/tests.

### Communication:

- E-mailing is the best way to contact us.
- E-mail us before the due date for a helpful answer in time.
- Use appropriate spelling/grammar and include a relevant subject, your name, and block.

### Technology Information:

- Access teacher websites to confirm homework, view assignments, and access online resources.
- Documents from our websites are expected to be accessed and printed at home from teacher websites.
- Utilize the Skyline library website, turnitin.com, and various research databases throughout year.
- Access Family Access regularly, but not every day, to check your grades.
- Type, print, and electronically submit documents outside of class time.

### Electronic Devices:

- You may NOT use cell phones, iPods/music players, or pretty much anything else with an on/off switch (aside from computers when necessary) in class. They should be turned off and put away in classroom holders.
- If you use any such devices during class, we reserve the option to confiscate them and hold them for the remainder of the day.
- In the case of repeated instances, we will confiscate them and turn them into the office and you will receive a detention and your parents will be called. We may also refer you to the administration.

### Participation:

- This is a large, interactive class. For everyone to be successful, we need conversation and behavior to be organized and appropriate. You'll be expected to show engagement by completing certain assignments, listening respectfully listening to others, and contributing your unique ideas to the discussion.
  - Each student can earn participation points by
    - completing activities daily
    - participating in group activities. Besides raising your Participation grade, this will enhance your learning, which will raise your Culminating and Process grades.

### Academic Honesty:

- Academic integrity speaks to a student's commitment and responsibility to pursue scholarship openly and honestly. It respects the concept that *learning* is the primary purpose of education, secondary to grades and credit.
- Academic Dishonesty is defined as any action or attended action that may result in creating an unfair academic advantage for oneself or an unfair academic advantage or disadvantage for any other student.
- A student shall not attempt to earn credit or receive a grade for coursework (tests, quizzes, assignments, discs, projects, essays) in a manner other than defined as acceptable by each instructor.
- Academic Integrity violations are tracked throughout a student's entire high school career (grades 9 – 12).
- Academic Integrity violations include, but are not limited to:
  - Plagiarizing or submitting any part of another person's work as representing one's own scholarship
  - Distribution/sharing of class assignments or test information in either written or verbal form to another student without teacher permission
  - Unauthorized Collaboration – working with others without the specific permission of the instructor on assignments that will be submitted for an individual's grade. This applies to in-class or take-home assignments/homework, projects, tests, or labs.
  - Collusion – supporting the lack of integrity/honesty by another student, as in allowing one's work to be copied or submitted for assessment by another. Collusion also includes the use or sharing of identical or highly similar passages of one's own work, or the work of another, unless specifically authorized by the teacher.
  - Technology Malpractice – any misuse or abuse of private or public technology in relation to grades or in acquiring an academic advantage, including infractions of the school technology user agreement, language translation websites, cell phone messaging or picture transmission.

Classroom Library Use:

- Students are encouraged to use the classroom library. If a student wishes to check out a book from the classroom library, they must sign it out from Mr. Doran personally.
- If a book is misplaced, lost, or returned in poor condition, the student who checked out the book is responsible for replacing said book with a new copy.

Grading:

- Grades can be viewed online through Family Access. On average, they will be updated weekly.
- It is your responsibility to check your grades regularly for accuracy and appropriately address any concerns.
- Because of the new teacher evaluation system, some student work may be used as evidence and not returned. In these cases, you are welcome to arrange a time with us to discuss your work.
- As per department policy, grades will NOT be rounded.

Categories/Weights:

Culminating (tests, projects, writings)	45%
Process (quizzes, homework)	30%
Participation (discussion, classwork)	15%
Final	10%

Scale:

A	100-93	A-	92-90
B+	89-87	B	86--83
B-	82-80	C+	79-77
C	76-73	C-	72-70
D+	69-67	D	66-60
F	59-0		