



Civics & Economics

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Availability

Always check with me first in case an impromptu meeting is called:

- SMART Lunch
- After School

Supplies

Please obtain the following materials, as soon as possible, for this course:

- 1) Loose Leaf Binder and paper
- 2) A highlighter
- 3) A pencil and pen, black or blue ONLY. (not iridescent blue, or with sparkles, etc.)

Classroom Supplies Wish List

- Tissues
- Hand Sanitizer
- Color Markers
- Color Pencils
- 3x5 Index Cards

Grading

Within each category, assignments are weighted according to how many points they are worth. Each category below is calculated by adding the total points earned and dividing by the total points possible.

Tests (40%)	Quizzes (25%)	HW/CW (35%)
Tests, projects, reports. It has not been decided if any or all of these will be used, but expect that any of these will be assigned.	Periodic evaluation of learning throughout the unit, including, but not limited to <ul style="list-style-type: none"> • Vocabulary, Content, Map, and Reading quizzes. On occasion, larger classwork or group work may be included as a quiz. 	These tasks are graded for accuracy/correctness. These tasks are based on information already covered in class – review of prior information. <ul style="list-style-type: none"> • <u>Homework</u>: Assignments given that are to be completed AT HOME. If there is a question if an assignment will be counted as "homework", please ask. • <u>Classwork</u>: Assignment given in class. I will specify if it is homework or Classwork. Often times you will not finish Classwork in class, YOU ARE EXPECTED TO FINISH IT AT HOME.

Make-up Work:

Homework/Classwork:

Absences:	An absent student may make-up missed homework and classwork at home and is expected to turn it in as soon as possible according to the Wake County make-up policy.
"Late work"	This includes any homework/classwork assignment that the student is in class to receive and is present on the day it is due but fails to submit it. These assignments can be turned in late for reduced credit.

Tests & Quizzes:

Absences:	Students are expected to make up tests and quizzes that are missed due to absence in a timely manner. This should be done after school. HW Quizzes will be omitted for excused absences.
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IT IS EXPECTED THAT STUDENTS WHO MISS SCHOOL OR CLASS WILL BE PREPARED FOR THE NEXT DAY OF CLASS BY CHECKING THE CLASS WEBSITE FOR UPDATES AND COPIES OF THE WORK.

Mid-term & Final Exam:

There will NOT be a Mid-Term Exam. The Final Exam is a teacher-made exam created by the Civics & Economics teachers together. It will consist of two sections:

- *Multiple Choice* – cover ideas that will be discussed throughout the semester.
- *Constructed Response* – written section covering big ideas or concepts.

These are some basic rules that will go a long way to making everyone comfortable in class and make this a positive learning environment, and while every teacher has slightly different procedures or expectations, all will agree that the following rules apply in all classes.

Rule #1: Read the Directions

Rule #2: Be responsible for:

2(a): YOUR Grade;

2(b): YOUR Learning;

2(c): YOUR Work;

2(d): YOUR Actions

Rule #3: Positive Attitudes ONLY

Rule #4: Treat others as you would like to be treated

Rule #5: Respect other people's property and person

Rule #6: Laugh WITH anyone but laugh AT no one

Rule #7: Come to class and hand in work ON TIME

Rule #8: Do not disturb people who are working

In addition, there are a couple of other ideas with which you should become familiar. These ideas are important for success in all your classes and beyond the classroom.

1. There is no excuse for lazy!
2. We make our own luck
("Luck favors the prepared!" – Edna Mode)

Integrity: A summary of Wake County School Board Policy 6445 can be found on page _____ of your student handbook. Understand, cheating is not limited to copying answers on test or quizzes, but also includes copying student work. Not only is the person doing the copy responsible, but the student who has given the work to be copied is responsible as well.

Hall Passes & Time on Task: I have seen through my own experience that all students show improved grades with increased "time on task"; the more time a student spends in the classroom during instruction time and the less time they spend wandering the halls or in the restroom, the higher their grade. However, as it becomes necessary from time to time for students to need to leave the classroom I will allow it, up to a maximum of 5. Beyond that, students will need to repay the time. On the other hand, any student who needs to leave the room less than 5 times will earn 1 bonus point equal to the number of times less than 5 that the student has remaining. A student who arrives to class late should NOT ask to use their hall pass later in the period. As far as I am concerned, you have already used your time out of the class for the period. *I reserve the right to deny or delay a student's use of their hall pass at any time.*

Start on Time: ALL students, regardless of where they are coming from, must be in class when the bell rings (on the stairs does not count!) Refer to pages _____ in the Student Handbook. To avoid more time lost, if you arrive late, I have been authorized to write you the tardy/detention notification.

Absences: I follow the school policy for absences that is found in your student handbook (pp. _____).

Bullying/Intimidation: The classroom is designed to be a safe environment. Students and teachers should not only be safe from physical harm, but also psychological harm. Anytime a student is uncomfortable participating in class due to the actions of other students it is considered a form of bullying or intimidation. My goal is to create an environment where students make smart decisions, think before they speak or act, and behave intelligently. When this happens we have a productive learning environment where we all can learn from each other.

Eating and Drinking in Class: A limited variety of foods are permitted in class. However, overtime insect related problems can sometimes arise due to the lack of responsibility of the students. Food, in the form of snacks not meals, will be permitted as long as the students are responsible to clean up after themselves and not leave crumbs, wrappers, or other such food items in the desks. I will not wait until bugs become a problem to prohibit food in class.

Electronic Devices and Nuisance Items Policy: LRHS has created a uniform policy for electronic devices or other items disruptive to class/learning environment (see page _____ of the LRHS student handbook). If I see a nuisance item (including but not limited to iPod, mp3 player, walkman, cell phone, gaming device (such as PSVita), laser pointer) I will call home and am required to take the following steps:

1) **First Incident:** I will simply ask you to put the device away expecting to NEVER see it used again at an inappropriate class time.

2) **Second Incident:** I will ask you to put it away, assign you lunch detention with me and call home.

3) **Third Incident:** I will ask you to put it away, assign you 2 lunch detentions with me and call home.

4) **Fourth and any subsequent Incidents:** I will ask you to put it away, refer the matter to administration, and call home.

CELL PHONES: Use of a "smart phone" for academic purpose is permitted IF the device is located ON TOP of the student desk. The use of a phone or electronic device NOT on the top of the desk will be considered inappropriate use and will be subject to the policy above. When directed to put away one's cell phone due to inappropriate use, you will be given a paper bag to close it in for the duration of the period.

Dress Code: Student attire has become a concern for administration, faculty, and staff at Leesville, as well as for the Wake County School Board. I expect that all students will adhere to the dress code instituted by the Wake County School Board as described in the student handbook on pages _____.

Amendments: I reserve the right to amend these policies, as the situation makes necessary. A handout explaining any changes will accompany any amendments to the above policies.

The goal of test corrections is to ensure a student has the opportunity to demonstrate knowledge of a topic. In order to participate in test corrections, a student must "qualify" by meeting certain standards for student accountability. However, they must have actively participated in learning the information to begin with. In general, the student must:

- meet the standard of work for the unit by submitting the completed packet with additional work requested and have successfully completed homework quizzes to verify the student has participated in the assigned homework.
- not sleep during class or present any discipline problems.
- not utilize their electronic devices at times not specifically designated by the teacher as appropriate and for appropriate purposes.
- complete and submit a "Test Correction Application" the day of the test.

If approved for test corrections, the student will receive a pass to come to Pride Period or will choose to stay after school.

Conduct of Test Corrections:

- Corrections will be in the form of an interview, NOT WRITTEN. It will be up to the teacher to determine if points will be awarded.
- Students will have the opportunity to review their test and materials before presenting themselves to the teacher to answer as many as three questions at a single trip to the teacher.
- The question will not be re-read to the student, instead another question will be asked regarding the subject of the question the students wishes to make-up.
- Students will receive one chance at correcting a question. If they are not successful at that correction a second chance at the same question will not be offered.
- Students may come back multiple times to do corrections on the same test. The student will inform the teacher when they are ready to "cash out," or are done with a particular test. Once the student has "cashed-out" they may not do any more corrections on that test.

Specifications:

- Only students earning a D or F on a test will be allowed to make corrections for that test.
- The highest grade a student may earn via test corrections is a 70% (or the equivalent points).
- Coming in to do test corrections DOES NOT count toward your SMART Lunch attendance for dropping the lowest quiz grade.
- You will have ONLY 2 weeks from when the test was returned to do corrections for that test.

I expect that we will have a GREAT term. We will all be successful by trying to do our best, and hopefully we will all look back on this term as one of the most positively memorable.

Sincerely,

Matthew Caggia

CAGGIA

Civics & Economics Period 1

Please read the course expectations and return this signed portion of the paper by _____ it will be your first assignment of the term. (date due)

Student's Name: (please print) _____

Student's Signature: _____

Date: _____

Parent / Guardian's Name: (please print) _____

Parent / Guardian's Signature: _____

Date: _____