

COVID Distance Learning Syllabus Addendums

2020-2021

1. Taking notes.

- a. Note-taking is a critical academic skill. Generally, I would provide students a printout copy of the day's PowerPoint lecture notes, which students would then annotate with pertinent details. Obviously, this is not easily done through an online-only forum. In this manner, students must pick a note-taking method that works for them. **Not taking notes is not an option.** Suggestions include but are not limited to: taking notes in a notebook or on loose leaf paper, printing out the PowerPoint and annotating it yourself, taking digital notes on a word processor (i.e.: Word, Pages, Google Docs, etc.).
- b. When we return to campus in person, I will provide printout copies. If we return to a hybrid schedule (highly likely), I will provide all the notes for the following week on the last day of in person instruction (Wednesday or Thursday depending on your cohort). For example, a student would receive all of their PowerPoints for August 24th-28th on Wednesday, August 20th, or Thursday, August 21st. This will allow them to have paper copies of the PowerPoint while signing on to class from home.

2. Attendance

- a. Teachers will be taking attendance digitally through Zoom or Google Meets. All students will be expected to log on to each of their classes every day following the normal 8am to 2:30pm bell schedule. Students that are not logged into the class period's Zoom/Google Meet by the time class begins will be marked absent.
 - i. Students must show themselves via video during the attendance period. I will let students know when they are allowed to switch off their webcams. Students will still be expected to pay attention and engage with the meeting. If a student is called on and is unresponsive, they will risk losing class points.
 - ii. If students are having technical difficulties, email me immediately and explain the issue.
 - iii. Not logging on and/or logging off early or late (without prior teacher approval) will lead to being marked absent. **Policies on excused versus unexcused absences are still in place.**

3. General Class Norms

- a. Log on to our Zoom meeting at your assigned class period on time.
- b. While Mrs. Barnes is taking attendance, take out your materials for the day (notebook, lecture notes, pen/pencil, highlighter, etc.). Be sure that your camera is ON and your microphone is MUTED.
- c. **Behave as you would if you were sitting in my classroom.**
 - i. Misuse of the technology to be a classroom distraction will result in classroom consequences. Recurrent behavioral issues will be addressed in a private meeting between the student and myself, then a meeting with the student and their parent, and if the issue persists, administration will take over.

- ii. Make sure that you are following dress code when you are on camera.
- iii. Try to set up your school/study space in a less trafficked area of your home if possible.

4. Late Work

- a. My policy on late work outlined in the syllabus still stands. **I will not accept late work; being late equates to a score of zero.** With that being said, technical issues will be considered, but must be communicated promptly. If a student has technical issues with an assignment, but does not inform me immediately, grace on the policy will not be extended. It is the student's responsibility to inform the teacher of any technical issues that impact the ability for them to do their work on time.
- b. Exception: excused absences. Obviously, if a student is ill or absent for a legitimate reason, they will be granted the make-up period (two days per absence up to a max of a school week—which is five school days) to complete outstanding work. Work not done within the make-up window, however, will be considered late and will not yield credit.

Government Course Syllabus¹

North Pointe Prep
Fall 2020-Spring 2021

Instructor Information

Mrs. Nikki Barnes

Phone: 623.209.0017

Email: nbarnes@pointeschools.org

Location: Room 511

Google Classroom Join Codes: Period 1 xxm6zqx / Period 2 q5pltcs / Period 3 jy6qjg7

Required Materials

- 1-1.5” Binder with five dividers (for each unit—Semester 1: Units 1-2, Unit 3, Units 4-5, Unit 6, Unit 7 / Semester 2: Unit 8, Unit 9, Unit 10.1-10.2, Unit 10.3-10.4, Unit 10.5): *Students will keep and organize their work by unit in this binder. Handouts, graded assignments, study guides, etc. are critical tools in understanding and retaining knowledge, so students will **KEEP THEM**. Final exams will be cumulative.*
- Pens/pencils, highlighters

Course Information

Purpose: Aristotle famously described humankind as a “political animal.” He argues that a person who lives without a political life is incomplete and alone, like an isolated checker piece. For Aristotle, participation in civic life is necessary to live fully. President Eisenhower much more recently declared that “politics ought to be the part time profession of every person who would protect the rights and privileges of free people and who would preserve what is good and fruitful in our national heritage.”²

This course has been designed to fulfill the Arizona Department of Education’s standards for civics/government and economics. Students will engage in the study of American government through a combination of teacher lecture, reading of the provided text and primary source documents, writing, individual and group activities, projects, and presentations. Students will be introduced to many topics and perspectives. They will be expected to examine their current understanding, challenge it and walk away knowing *why* they have the opinion they do. An understanding of this nation’s government is critical for students to be able to become well rounded, informed, and critically thinking U.S. citizens. At the culmination of this course, students will have been given the opportunity to flex their cognitive muscles and feel more comfortable and ready to make their own, personal, independent decisions.

Content Coverage: We will be using the following in our year-long study of American government and economics:

- Primary sources including *The Federalist Papers* (Nos. 10, 51, 70, and 78), *Brutus No. 1*, the Declaration of Independence, the Articles of Confederation, the U.S. Constitution, and Letter from Birmingham Jail.
- Contemporary news articles from an array of sources.

¹ *NOTE: I reserve the right to change the policies of this syllabus for the proper facilitation of this course.

² College Board, *AP® U.S. Government and Politics 2018-2019 Curriculum Framework*, p. iv.

- Video resources such as clips from national and international news organizations, political satirists, like *The Daily Show* and *Saturday Night Live*, and documentaries.
- Published data in varied forms that require objective and interpretive analysis.

Units: We will be covering the following ten units. See Appendix (Course Plan) for a more in depth outline.

1. Foundations of American Government
2. The Constitution & Bill of Rights
3. Federalism: Central and State Government
4. Political Parties, Beliefs, and Behaviors
5. Campaigns, Elections, Interest Groups and the Media (Linkage Institutions)
6. Legislative Branch
7. Executive Branch & the Bureaucracy
8. Judicial Branch & Civil Rights and Liberties
9. Public Policy
10. American Economics
 - a. Intro to Economics
 - b. Supply & Demand
 - c. Measuring the Economy
 - d. Inflation & Unemployment
 - e. Government & Economics (Fiscal & Monetary Policy)
 - f. Personal Finance

Classroom Procedures & Consequences

Classroom Expectations:

1. Be on time.
2. Respect yourself and others.
3. Be prepared.
4. Do your best work.
5. Maintain an environment for learning.
6. Keep a positive attitude.
7. Take responsibility.
8. Dress appropriately.
9. Use your time wisely.

Attendance: Students are expected to be in class every day. Please refer to the Student Handbook on the school's policies toward absences. Unexcused absences and absences due to out-of-school suspension will receive scores of zero on any assignments or assessments due that day.

I do understand that there are unavoidable circumstances in which a student will be absent. When this occurs, **it is the student's responsibility to acquire the materials (i.e.: notes, assignments, etc.) that they missed.** There is an absentee filing box which is used to hold any

handouts, worksheets, notes, etc. that were presented in class. There is also a weekly calendar complete with a daily agenda to hold students accountable for organizing homework assignments, due dates, and scheduling for tests and quizzes.

Further, excessive absences can result in loss of credit for the course. “If a student is absent for more than 9 days in a semester, the status of the class becomes an audit and their grades/credits may be withheld. Parental excused, as well as unauthorized absences, will count toward a limit of 9 absences per semester. This policy does not include absences or tardies due to school activities. Cases involving prolonged illness or unusual circumstances will be reviewed by administration.”³ After 9 absences, students will lose credit for any assessment or assignment missed due to any subsequent absence(s).

me : i don't remember getting
homework
teacher : I DoNt REmEMbeR
GeTTING hOmEWorK



Tardiness: Tardiness is absolutely unacceptable. It does not only affect the individual who is tardy, but his/her classmates. The first offense will result in a formal warning. Second and subsequent offenses will result in lunch and/or after school detention. Habitual tardiness will result in administrative action up to suspension and/or loss of credit for this course.

For all periods, students must be present and in their assigned seats at the start of class at the final bell. Students must meet these two requirements in order to accrue credit for that day’s assignments or assessments. If an assignment is due at the beginning of the hour and the student is tardy, the student may lose points.

Leaving the Classroom: It is the student’s responsibility to come to class prepared. Once the final bell rings, students are expected to have their materials for that day ready immediately. With the exception of using the restroom and calls from the front office and 4A Center, students will not be permitted to leave the classroom during class time. If a student needs to use the restroom, they may raise their hand to be excused. In this case, students are to sign out on the student log, located at the student resource area at the back of the classroom, and turn in their cell phone to the teacher.

Start of Class: Students will be expected to do the following each day:

1. Come to class on time.
2. Grab the required, teacher produced materials needed for that day’s lesson on the student resource area by the door.
3. Sit in their assigned seat.
4. Review the “Agenda” for their class. Complete any tasks listed within the agenda for the day by the ringing of the final bell (i.e. getting out notes/materials from a prior lesson). This means that students should have all materials ready to go immediately upon conclusion of the instructor taking attendance.

³ Student Handbook, p. 13.

Grading Policy

Grading Philosophy: Grading in this course will reflect a student's achievement relative to the assigned coursework (i.e.: tests, quizzes, homework, class work, participation, group projects, etc.).

Course Grading: Each student will receive a letter grade upon completion of this course. This grade will correlate with the effort and achievement of individual students on class assessments and assignments. All assessments and assignments will be recorded in the online grading resource as "Total Points". All points, regardless of category (i.e.: tests/quizzes, classwork, homework), will be weighted equally to the calculation of the course grade. Students and parents can access course grades using the Online Academic Resource via the Student Grades link on www.northpointeprep.com.

Grade Breakdown: The grade percentages that correlate with the actual letter grade are listed below.

Percentage	Letter Grade
90-100+%	A
80-89%	B
70-79%	C
60-69%	D
below 60%	F

Senior Second Semester Grade: Seniors who are not passing classes necessary for graduation by the end of the first school day in May will not participate in North Pointe's Senior Awards Night and Graduation, even if they are passing the classes on the last day of school.

Semester Grades: Per North Pointe Social Studies Department policy, semester grades will be weighted as follows:

$$40\% (\text{Quarter 1/3}) + 40\% (\text{Quarter 2/4}) + 20\% (\text{Final Exam}) = \text{Final Grade}$$

Example: Jane earned an 87% Quarter 1, a 94% Quarter 2, and an 85% on her Semester 1 Final Exam. What would her final grade for the class be?

$$87(x.40) + 94(x.40) + 85(x.20)$$

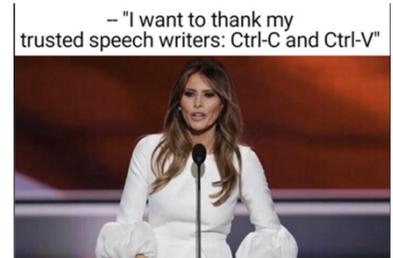
$$=34.8 + 37.6 + 17$$

$$=89.4\% \text{ B (this would be rounded to 89\% in the gradebook)}$$

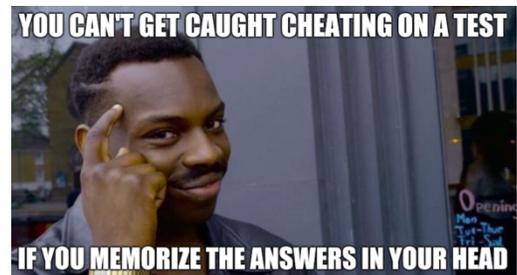
Late Work: Late work will **NOT** be accepted. This means that there is no late work; being late equates to a ZERO. Being prompt on class work is critical. Students are to effectively manage their time in order to complete the work assigned to them. If a student develops a habit of not turning in work on time, immediate communication with both the student and his/her parent/guardian will occur to resolve the issue. This policy is meant to prepare students for the time management skills needed in a challenging college/university environment.

The obvious exception is that of the ill or absent student. Per the Student Handbook, students are granted two days upon their return to make up class work and missed tests and quizzes.

Plagiarism: Plagiarism is defined as “the unauthorized use or close imitation of the language and thoughts of another author and the representation of them as one’s own original work”.⁴ Students will be expected to properly cite any information they use in formal assignments. Most instances of plagiarism are accidental, but this does not make it acceptable. If a student engages in plagiarism, they will receive a grade of 0 on whatever assignment, test, or project that contains the plagiarism. Further occurrences will result in administrative discipline. *Plagiarism is serious business*; students must make sure to evaluate their work carefully and critically to avoid this pitfall.



Cheating: Cheating is defined as “tak[ing] an examination or test in a dishonest way, as by improper access to answers.”⁵ Cheating on any exam, quiz, or assignment in this class will result in a grade of 0. No exceptions, no excuses. Students that engage in cheating on multiple occasions will be subject to administrative discipline.



Extra Credit: Extra credit will be available at my discretion. Students are welcome to propose an extra credit opportunity, but they must bear in mind that not every proposal will be accepted.

Expected Student Behavior

Student Attention: Students will be expected to pay attention during the lesson. Paying attention while someone else is speaking is a major part of creating a respectful environment. In addition, most of the course material will be presented via lecture. Notes are mandatory to do well in this class. The majority of the information will not be blatantly printed on the provided materials. This means that you will have to attend to the entire lecture and generate your own, marginal notes consistently. This is preparation for a college environment, where student-centered note-taking is a crucial skill.

Cell Phones & Other Devices: Students are expected to have their devices turned off, or to silent, and stored during class time. This is a point of respect for both the teacher and classmates; while in class, students should have their complete attention on the work of the course. In this

⁴ "Plagiarism." *Dictionary.com*. N.p., 2010. Web. 28 Apr 2010. <<http://dictionary.reference.com/browse/plagiarism>>.

⁵ "Cheating." *Dictionary.com*. N.p., 2010. Web. 28 Apr 2010. <<http://dictionary.reference.com/browse/cheating>>.

respect, cell phones and other devices (i.e.: smart watches, tablets, handheld games, etc.) are not to be used during the class period unless instructed otherwise for the facilitation of coursework.

If a cell phone, or other like device, causes a disruption to the class, it will be confiscated for the class period. Multiple occurrences will lead to confiscation for a full academic day and/or turning the device into the front office to be picked up by a parent. Insubordination in regard to device use may result in administrative, disciplinary action.

Devices may not be in sight during any testing period. This includes when a student is finished with an assessment. Use or presence of a device during an exam or quiz will automatically render a score of zero for the student.

Discussion Decorum: Throughout this course, we will be discussing some very controversial issues. Unlike our elected officials, it is expected that students respectfully disagree with one another. **I will not tolerate any personal attacks or rude comments between any students.** Any breach of this decorum will result in loss of credit for the assignment that day and potentially administrative action.

Tutoring Policy: If a student is earning a grade of D or F, they should strongly consider attending tutoring from 2:35pm-3:30pm Mondays and Wednesdays until their grade improves to at least a C. Students with failing grades will fill out and sign an Individualized Academic Plan. This plan is designed for students to commit to specific, problem-solving strategies to improve their grade. Students with failing grades will be on academic probation until their grade improves to a C.

Course Failure Policy: Once enrolled, North Pointe does not accept course credit from other high school or online institutions. Students who fail a semester core course are required to attend Academic Friday School from 12:15 pm - 3:30 pm the following semester to make up the credit. Students who fail to attend Academic Friday School are subject to disciplinary action.

Parent Communication

Parents may contact me using the contact information listed at the top of this syllabus. Due to other responsibilities, I am not available for face-to-face meetings. Email is the best mode of contact. Behavior and academic issues will warrant parent contact. Administration will step in if an issue remains unresolved.