



Textbook: different resources will be used throughout the year including *7 Habits for Highly Effective Teens*, [www.ed-ted.com](http://www.ed-ted.com), *A Wrinkle in Time*, *Wonder*, and movie clips



Course Description:

- I. Course Scope and Goals
  - a. The one-year course will provide middle school students with the opportunity to develop leadership skills. Time will be used in and out of class for students to implement projects associated with their responsibilities.
    - i. To develop and demonstrate effective communication skills.
    - ii. To increase understanding of group processes.
    - iii. To gain an understanding of managerial skills needed to plan and implement projects.
    - iv. To increase understanding and awareness of self and one's abilities.
    - v. To develop skills in problem solving.
    - vi. To develop an understanding of the importance of promoting a positive school and community climate.
  
- II. Performance Outcomes
  - a. Students will develop and demonstrate effective communication skills.
  - b. Students will increase understanding of group processes.
  - c. Students will gain an understanding of managerial skills needed to plan and implement projects.
  - d. Students will increase understanding and awareness of self and one's abilities.
  - e. Students will develop skills in problem solving.
  - f. Students will develop an understanding of the importance of promoting a positive school and community climate.
  
- III. Curricular Activities
  - a. Community Service- Each student must complete 5 hours per quarter of community service hours. The hours tracking sheet must be completely filled out with the correct signatures in order for the hours to be eligible.
  - b. Tests/Quizzes- The teacher will administer quizzes and tests throughout the course of study to determine the individual student's development as well as the effectiveness of the teaching strategies/methodologies employed.
  - c. Classwork- Each student is responsible for completing all classroom assignments on time. Classwork may consist of leadership lessons, committee activities, or other assignments.
  - d. Participation- Participation, punctuality and regular attendance, initiative and dependability, cooperation and willingness to perform assigned tasks, accuracy and quality of work, and the ability to work with other students constitute a most integral and significant learning experience of this course of study.
  
- IV. Evaluation
  - a. Criteria for arriving at students grades
    - i. Test/Classwork 30%
    - ii. Special Events 20%
    - iii. Participation 50% (in-Class/Mandatory Leadership Events/Spirit Wear)
  - b. Semester exams will be worth 20% of the SEMESTER grade
    - i. Community Service (10 hours per semester)
  - c. Explanation of student grades
    - i. A 100 – 90%
    - ii. B 89 – 80%
    - iii. C 79 – 70%
    - iv. D 69 – 60%
    - v. F 59 and below
  - d. How and when students will be advised of their grades
    - i. Parents and students are urged to check the Infinite Campus Portal for grades regularly.
  - e. Citizenship/behavior expectations
    - i. Citizenship grades are reflective of student behavior in class and updated daily in the grade book. The number of violations a student makes during a quarter determines their quarterly citizenship grade. Possible violations include, but are not limited to, chewing gum, eating in class, possession of nuisance items, disruptive classroom behavior, coming to class unprepared or being off task during class, misuse of classroom equipment, unauthorized device time.

Citizenship	Criteria
Outstanding	Meets all criteria for a satisfactory level performance. Contributes willingly and effectively relevant information during class discussions. Shows leadership and works well with peers. Always has a positive attitude toward teacher, substitute teacher, and peers.
Satisfactory	Consistently follows class rules. Is on task most of the time. Comes prepared to class most of the time.
Needs Improvement	Needs constant redirection. Disruptive behavior Is disrespectful toward teacher, substitute teacher, and peers Excessive tardies and absences.
Unsatisfactory	Has been notified of "needs improvement" status and shows no improvement.

- f. Late Work policy – **If a student does not complete any assignment (for reasons other than an absence), they will be assigned a make-up work detention the following school day from 3:30 to 4:25 EVEN if they turn the assignment in the next school day.**
- g. Test retake policy – **A student may only retake a test if 1) all assignments have been turned in 2) the student has asked for help, clarification, or exhibited evidence of further studying and a further mastery of the subject matter.**

V. School-Wide Rules

- a. Follow directions quickly.
- b. Raise your hand for permission to speak.
- c. Raise your hand for permission to leave your seat
- d. Make SMART Choices: Kindness, Leadership, Courage, Invincible Grit, Creativity
- e. Work hard to do your best for your teachers and parents at all times.
- f.  Keep your eyes on the target. 

VI. TARDY POLICY – Progressive Steps

- a. 1st Tardy – Warning & Parent Phone Contact
- b. 2nd Tardy – Warning & Parent Phone Contact
- c. 3rd Tardy – Non-TRS RPC
- d. 4th Tardy – After School Detention
- e. 5th Tardy – In-House Suspension (IHS)
- f. 6<sup>th</sup> Tardy – Required Parent Conference – RPC/Tardy Contract
- g. 7<sup>th</sup> Tardy – IHS/parent and student meet with the principal

VII. BEHAVIOR- Progressive Discipline

- a. 1st Incident – Verbal warning
- b. 2nd Incident - Parent contact by teacher
- c. 3rd Incident – Written contact to parent
- d. 4th Incident – Counselor referral
- e. 5th Incident – Deans' referral

VIII. Supplies needed for this course

- a. Student Planner (used for all classes, all year)
- b. Materials as needed depending on events that the group is sponsoring (ex: spirit days, dances, assemblies)
- c. Folder to be kept in class for meeting notes

IX. Utilizing technology to learn – At Leavitt, we want to encourage the daily use of technology in and out of the classroom to further enhance the educational experience. As such, Leavitt will be providing students with individual devices in all grades to utilize in class and at home. Students will also be provided with a Google email address to correspond with their teacher and classmates on projects, as well as to turn in assignments. Students may choose to utilize their own electronic tablets (iPads, Kindle Fire, Samsung, etc.) cell phones, laptops, and reading devices for educational purposes. Please be reminded that your student is responsible for the safety of their personal device and must utilize the district's Wifi to ensure their internet safety. All use of these devices will be for educational purposes and must be approved by the individual teacher.

X. Teacher's hours of availability

By appointment from 8:30 a.m. to 9:00 a.m. or 3:21 p.m. to 3:40 p.m. (no hours Monday/Friday after school or Wednesday Mornings). Please e-mail if you have any concerns at [krierme@nv.ccsd.net](mailto:krierme@nv.ccsd.net)

REMIND UPDATES

<https://www.remind.com/join/a722d7>