**Civics and Economics Syllabus**

**Spring 2021**

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***Room and Office Hours:*** *609 / 8:15 – 3:45*

***Planning****: 2nd Block*

***Important Note to both Students and Parents:*** This is NOT a self-paced course. Students are expected to participate in the lesson DURING class time. Almost all classwork will be due at the end of the class period each day. If it is not submitted when by the time marked on the Canvas assignment then it will be counted late. Working from home still means you are expected to do the same assignments within the same timeframe as if you were physically present in class. A due date will be visible on the Canvas Calendar once an assignment is published and made visible. Please follow the calendar closely and let me know if you have any questions about using Canvas or the Calendar system.

**Course Description**

This course provides a framework for understanding the basic tenets of American democracy, practices of American government as established by the United States Constitution, basic concepts of American politics and citizenship and concepts in macro and micro economics and personal finance. The Essential Standards for this course are organized under three strands – Civics and Government, Personal Financial Literacy and Economics.

**Goals** – During and after completing this course students *will* be able to…

* Analyze and interpret primary source documents regarding America’s government and politics.
* Analyze government systems with the US in terms of their structure, function, and relationships.
* Understand and summarize the functions of state and local governments.
* Analyze concepts and factors that enable them to make informed financial decisions.
* Understand economies and markets and how the different world economies are connected.
* For specific Objectives and Goals please visit <http://www.ncpublicschools.org/docs/curriculum/socialstudies/scos/civics.pdf>

**Materials**

* Things to bring **every day**
  + Chrome book AND Charger (This is a must…Notes, Tests, etc = all electronic).
  + Earbuds or Headphones (for conferences and such if you work in groups)
  + Any health and hygiene products that you may need (Hand Sanitizer, Tissues, etc.)

**Rules**

* Be on time and prepared!
* Be respectful to everyone and everything! (No interrupting, side conversations, other disruptive behavior, rude remarks, bullying, destruction of classroom, etc.)
* Electronics are to be put away unless otherwise stated.
* *Other school policies and rules are always in effect (dress code, behavior, etc)*

**Procedures**

* **Microsoft Teams** – You are expected to check in on Microsoft Teams everyday within the first 5 minutes. If we are not doing a lecture then you may hop out while you work; however, if you want to be counted Present you MUST be on Microsoft Teams at the beginning of class every. You may do so by following this link: <https://teams.microsoft.com/l/team/19%3ad3db5992aaa843c3bc06665caa8ae22d%40thread.tacv2/conversations?groupId=2e9776cf-cee1-4ed5-a1e7-c5f3ca74bb8b&tenantId=698d4b19-2f82-4c7b-a397-3dc8729f735d>
* **Restroom/Hall Pass** - You are only allowed to use the restroom during activities, but not in the first or last 15 minutes of class. You must sign the log every time before you do so. If you abuse using the bathroom (by going too frequently or taking too long) then the privilege will be revoked**. You may not ask to go to the restroom when I am in front of the room instructing.** Anytime you leave this classroom during class time you are required to sign log and take a pass.
* **Homework** – At the start of each unit you will essentially be assigned the same two homework assignments: Vocabulary and Current Events. You will also have a Canvas Discussion assigned on most Fridays and due Monday. Any additional homework you receive is because it was not finished in class.
  + **Vocabulary** – Keep an eye on the calendar at front of the room or on Canvas for due dates. You will complete them via Google Doc using the Think-Tac-Toe model found on Canvas. I will elaborate on this later.
  + **Study Guide** – Each unit will have a corresponding study guide. It will be posted at the start of the unit. It must be completed by the day of the unit test and submitted on Canvas.
* **Test Corrections** – There are three 6 weeks each semester. You have the opportunity to make ONE test correction each 6 weeks. It doesn’t matter if you missed one or ten questions, you can receive half credit for correcting them. Yes, it is a gamble. If you do corrections on the first test of the 6 weeks then you may not do corrections on the second test of that 6 weeks. Late work is not accepted since this is not a required assignment. There is a separate page on Canvas outlining requirements for test corrections. They will be submitted via Canvas.
* **Extra Credit** –Extra credit may arise in class so be sure to take advantage.
* **Late work** – Students who fail to turn in their work at the time it is due may turn it in late for a grade point deduction, if applicable. Daily classwork will not be accepted late unless otherwise stated. **If more than 5 days pass then student will receive a 0 for the assignment.** Each day assignment is late will automatically drop a letter grade. You will receive a 1 in the gradebook if it is late and it will be changed to a 0 if not completed within allotted time.
* **Missing Work** – If student is absent for a class period then they will have 2 days to make up any missing work. After that, it will start being counted as late and then the late work policy is in effect. **Reminder: It is the student’s responsibility to figure out what work is missing and how to obtain the assignments.** As a teacher, I will get the work together for you and assist you, but you will need to approach me in order to do so. I will have too many students to remember who is missing what, every day.
* **Cell Phones** – Unless required for an activity, which is highly unlikely, cell phones need to remain put away. Occasionally I will allow you to listen to music when working independently but I will inform you when you are allowed to do so. Please note that if they are not put away then they will have to be put on my desk for the remainder of the class period. If you pull your phone out towards the end of class because you’re “finished with all of your work” (doubtful) then you may write your name on the board and turn it in to me the following class period. If this is a recurring issue I’ll be forced to use other disciplinary measures outlined in the student handbook and/or contact a parent.
* **Grading** – We are now on a 10 point grading scale. **(A = 90-100, B = 80-89, C= 70-79, D = 60-69, F= Below 60)**. Here is a rough estimate of what each assignment will be worth. Please note that there are wide ranges for many areas because the amount of points available depends on the assignment itself. To find a percent grade for each assignment, simply divide how many points were received by how many points were possible. (For instance, if student receives 7/10 on a homework assignment then they would divide 7 by 10 and get 0.7, which equals 70%). To parents, grades can be frequently checked through Parent Portal online and there will also be a progress report or report card handed out every 3 weeks.
  + Homework – Varies based on vocabulary but usually between 40 and 75 points.
  + Daily Assignments – 15-50 points
  + Quizzes – 50 points
  + Tests – 100 points
  + Projects –150 points
* **Cheating/Plagiarism** – If you cheat or plagiarize, you will receive a 0 for the assignment as well as a referral and parent contact. Cheating does nothing whatsoever to help you understand skills and content. Unless you are asked to research something, you should not be looking for answers on the internet. Plagiarism is a serious offense because you are claiming someone else’s words as your own. You must reference where you get information from in order to give them credit. If not, then that is plagiarism. These are two of the easiest ways to get kicked out of college so let’s practice academic integrity now.
* **Need Help?** – If student is in need of tutoring, I will have at least 1 free Cougar Time per week to help. I can also tutor on some days before school any time after 8:15. You just need to let me know ahead of time.
* **Tardy Policy -** At CATA, instruction is very important. All students are expected to be in their classrooms and ready to receive instruction before the tardy bell rings for each class. Following the tardy bell, students who are not in class must report to the front office for a tardy pass if they tardy to first period.  During the rest of the day teachers will mark student tardy in the PowerSchool Attendance System.   **Only students with a Tardy Pass will be admitted after the tardy bell rings for any class period.  There is absolutely no food allowed in the classrooms.**  Students may not bring in food.
  + Tardies will be recorded as unexcused unless an excuse can be verified by staff.
  + All students must report to the office when tardy to first period and to class the rest of the day.  Teachers will mark students tardy who are late to 2nd period, 3rd period, and 4th period.  If a student is tardy twice in third period on Cougar Time days (Once before class and once after lunch), then the teacher will  mark them tardy one time in Power School and write it up as a minor incident in Educator Handbook for the second tardy of the period.
  + Tardies will result in the following penalties:
    - 1**st/2nd Tardy:**  Warning from an administrator in the front office (1st period) and the teacher in the classroom (all periods).
    - **3rd Tardy:**  Warning from an administrator in the front office (1st period) and the teacher in the classroom (all periods).  **The teacher will contact the parent on the third tardy by phone.**
    - **4th/5th Tardy:**Warning from an administrator in the front office (1st period) and the teacher in the classroom (all periods). **The teacher will submit a discipline referral to the administration** and 1 day ASD with administration.  The administration will contact the parent.
    - **6th/7th Tardy:**  Warning from an administrator in the front office (1st period) and the teacher in the classroom (all periods). **The teacher will submit a discipline referral to the administration** and 2days ASD with administration.  The administration will contact the parent.
    - **8th Tardy:** Warning from an administrator in the front office (1st period) and the teacher in the classroom (all periods).  **The teacher will submit a discipline referral to the administration and 3 days ASD.**The administration will set up a parent conference, create a written plan, and possible additional consequences.

*The administration reserves the right to modify consequences on a case-by-case basis whenever appropriate. This may include loss of parking privileges. Students arriving on late buses will not be considered tardy.*

* **Canvas**: The majority of assignments will be submitted on our new "learning platform," Canvas. Assignments can be submitted a variety of ways including, uploading files, typing into text boxes, and sharing Google documents/presentations. Students not having used Canvas before should alert the teacher and they will be shown how to submit assignments on Canvas. Individual assignments will indicate which method of submission on Canvas is expected. If students need a refresher or have questions, they can access the [Canvas Student Guide](https://guides.instructure.com/m/4212) for specific instructions. It is the student's responsibility to ensure assignments are submitted on time and to contact the instructor if there is a problem. The Canvas Learning Platform logs every student log-in on Canvas which provides teachers with a list of when students log-in to Canvas using their user id.

Canvas is used to grade assignments as well, however, the grades in Canvas, while accurate to that assignment, are NOT the teacher’s gradebook. The teacher’s gradebook includes categories of assignments that may be weighted differently and may include grades for assignments that did not use the Canvas Learning Platform. Therefore, students and parents should always check their child’s true average on the Parent Portal on Powerschool.