

Tokyo International Progressive School
Grade 12, American Government Course Outline
2023 - 2024
Mr. Cook - Room # 21



DESCRIPTION OF COURSE

American Government topics will include:

Unit 1: Congress, Unit 2: The Presidency, Unit 3: Government Operations, Unit 4: The federal Judiciary and the Bill of Rights, and Unit 5 Citizenship and Civil Rights.

This is a 12th Grade UNHS course that is required for graduations. Students must complete the course before the end of the first semester. Students that do not complete the course on time, may not meet the needed requirements to graduate on time.

STUDENT EXPECTATIONS

- If a student needs help, they need to ask.
- Maintain and complete UNHS assignments on time and keep pace with UNHS expectations.
- The class will follow the TIPS's 6Ps expectations and work to the best of their ability.
- Students are to respect themselves, each other, and their environment.

- Cell phones and other non-academic technology must be **powered off** and left in the student's locker. Students may not have cell phones on them during class unless explicit permission is given by a teacher.
- If there are any issues or problems that interfere with a student's ability to participate in the class that day, the student needs to speak with the teacher before class starts to make necessary accommodations. Classwork will still be expected to be completed on time.
- School issued materials (e.g., textbooks, workbooks, etc.) are expected to be maintained and respected during the year. Any books or materials found damaged, unusable, not returned by their due date, or damaged outside of normal wear and tear will be the responsibility of the student to replace or pay for the costs of the mishandled materials.
- Students are to arrive on time and may not leave the class without permission.
- Students need to use the restroom and fill their water bottles before class starts. If students will be late to class, it is the responsibility of the student to inform the teacher and receive permission to be late.
- When completing work on a computer or other technology, students are to only use applications, programs, websites, etc. that are for their class work. Students found misusing technology or using it for outside academic purposes during class time may receive consequences. Technology is to be used for subject specific purposes. If students are found using technology for non-subject related purposes (e.g., social media, messaging apps, videos, etc.) or unethical purposes, students will be subject to consequences or parent notification about behavior.
- All work is to be answered in complete sentences and at grade level expectations.
- All work must be completed to the student's independent personal best.

- Keep track of grades or missing grades and speak with the teacher about missing assignments or low grades.
- If students are struggling or need help it is their responsibility to ask the teacher for help. Students must seek teacher assistance if they need help on an assignment or extended time before the due date of the assignment. Students that seek help on the day of or the due date of an assignment may not be able to receive additional accommodations.
- If a student needs additional assistance or practice on a topic/assignment, they are welcome to join WIN for additional support. Please speak with the teacher before arriving to WIN to ensure availability of assistance.
- Students that are behind may be required to attend WIN to keep pace with the class and finish the class on time.
- Students must participate fully and complete all tasks to participate in additional activities such as (but not limited to) fund raising, sampling finished products, outside events, labs, etc. Students that do not participate and complete assignments may be exempt from activities to ensure fairness among all students and completion of core content.

Start of Class

Students are to arrive with all needed materials for the day. Students enter at a Level 1 and read the board for the day's activities when applicable. Unpack all needed materials and write down any information for their agenda. All due work or assignment must be submitted at the start of class.

Daily materials needed for class:

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| • Charged computer and charger | • Eraser |
| • Agenda | • Notebook/paper |
| • Sharpened pencils (at least 2) | • Academic books or materials being used for the day |
| • <u>NO mechanical pencils or pencil sharpeners</u> | • Class binder or folder |

- Headphones
- Any due or late work
- Paperwork that is time sensitive
 - Any materials requested ahead of time

Materials that students may bring depending on activities or preference:

- Reusable water bottle with lid
- Pens
- Markers
- Ruler
- Pencil case
- Any materials a student has prior permission
- **NO mechanical pencils or pencil sharpeners**

Snacks and Drinks in Class

If a student needs a snack during the day, they may ask for permission to eat during class. Some classes or days have a scheduled snack time and students should eat a snack (not lunch) during scheduled times. Students may not bring overly sweet or salty foods as snacks (e.g., chips, cakes, cookies, sugar drinks, soda, energy or caffeine drinks, etc.). If they do not bring a healthy snack, the student will be asked to save it for lunch time or after school. Snacks and drinks may not be eaten in the Music Room, only water. Snacks should be easy to eat and require no additional steps besides opening the snack and eating it. Students must bring their snack and drinks to class before the start of class. If they do not bring it, they may not leave the room to get their snack. Students may bring water to class as needed in a sealable container.

Late or Missing Class Assignment, Test, Projects, work, etc.

This course follows UNHS outline, and deadlines are set by UNHS. If students do not complete the work on time or fall far behind, they may not receive credit for the class. Students that do not finish their work or meet deadlines may need to stay for WIN or put in extra work at home to keep pace with the class. Ultimately, students are in charge of their own success and are responsible for completing the course on time.

There are times when assignments may not be able to be completed on time or go missing. In the event of these situations **the student needs to speak with the teacher on how to accommodate the student's needs. The teacher will decide an updated submission date and consequence for the late or missing assignment with input from the student.** Any incomplete class work will receive a zero (0) in Quickschools. It is the student's responsibility to keep the teacher informed of any challenges they may have and how to support them. **If a student needs help, they need to ask.** The teacher is not responsible to update students about missing or incomplete assignments. Students must keep track of their grades on Quickschools. If there are any errors in grades or questions, students should speak with the teacher about such issues.

Cheating/Plagiarism on Assignments or Assessments

Please be aware of UNHS set of policies for academic expectations. Students are expected to produce their own independent work in order to show their individual level of understanding. Students that are caught cheating, copying, looking at, or using other materials other than their own work will not be tolerated. Students need to understand the severity of plagiarism, and how important academic integrity is to their educational path and to their educational institution. Students who submit any work that is not fully

of their own ability will receive a zero (0%) for the assignment or assessments. Students may need to complete an alternative assignment or assessment for the teacher, to demonstrate their understanding of the content. Zero (0%) issued due to cheating/plagiarism will not be changed, modified, or accommodated. If the authenticity of a student's assignment comes into question, the teacher may ask the student to summarize or review the assignment to validate the knowledge that was gained from the assignment. If the student is not able to validate the information from the assignment, the teacher may assign a lower or 0% grade.

EARNING YOUR GRADE

Your grade will be determined by your work in these categories. The information is summarized, please review the information in inside your course for specifics. UNHS grades assignments and final grades are issued by UNHS. UNHS grades will be reflected in TIPS Quickschools.

Course Estimated Timeline and Grade Percentages from UNHS Course:

Unit	Time Estimate	Work to Submit	Percentage Course Grade
1	4 weeks	Teacher Connect 1 Unit 1 Evaluation Project 1	1% 5% 10%
2	3 weeks	Unit 2 Evaluation Teacher Connect 2 Progress Test 1	5% 1% 12%
3	4 weeks	Unit 3 Evaluation Teacher Connect 3 Project 2	5% 1% 12%
4	3 weeks	Unit 4 Evaluation Teacher Connect 4 Progress Test 2	5% 1% 12%
5	4 weeks	Unit 5 Evaluation Teacher Connect 5 Project 3 Progress Test 3	5% 1% 12% 12%

The grading scale for this course will be:

Letter grade	Mark range
A+	97-100
A	92-96
B+	88-91
B	83-87
C+	79-82
C	74-78
D+	70-73
D	65-69
F	64 or below

IMPORTANT ESTIMATED DATES

Assignments	Date
Unit 1 Completion	September 18, 2023
Unit 2 Completion	October 2, 2023
Unit 3 Completion	October 30, 2023
Unit 4 Completion	November 27, 2024
Unit 5 Completion	January 14, 2024
Finish Course and all work Submitted	January 22, 2024

-*Dates are subject to change based on classroom needs or teacher discretion. Final completion date is January 22, 2024, to allow time to transition to the next course.