**American Government**

# Course Outline and Class Expectations

Instructor: Mr. Kay

2nd Semester

**I. Course Description/Overview:**

Welcome Statement

I would like to take the opportunity to introduce myself. My name is Mr. Kay and I am honored to be your child’s American Government teacher. I am looking forward to working with your child in reaching his or her full potential. We will have many educational experiences and opportunities for your child to learn and grow in the days ahead.

Purpose(s)/Goal(s) of course

The American Government course presents a comprehensive study of national, state and local government with additional focus on law, economics and contemporary issues in order to provide student with a sound foundation in the essential components of civic efficacy. Main goals include but are not limited to:

\* Students will understand the origins, purposes and types of governmental systems.

\* Students will understand the origins, foundations, and evolutionary nature of American Government.

\* Students will understand the structures and functions of the judicial, executive, and legislative branches at the national and state levels.

\* Students will understand the roles played by individuals, groups and institutions in influencing governmental policies and actions.

\* Students will understand how voting and voting behavior influence American government.

**II.      Course Content:**

What is American Government?

This course gives an explanation of the U.S. Government Structure, systems and political processes focusing on constitutional structures and foundations. Content will include but are not limited to the factors that influence U.S. Government. This class will also prepare students to become responsible/aware members of American society. Through the study of this U.S. Government class, a student will continue to develop their reading, writing, and critical thinking skills that will provide leverage and value in other academic disciplines and provide enduring skills for life beyond high school.

Reading/Writing requirements

Course content and skills involving reading and writing are assessed through a wide range of evaluative measures including tests and quizzes with objective and written responses, research or taking a stand papers/essays, and class presentations. Students will be scheduled to take a common assessment in American Government each quarter. Through out the semester students will participate in educational reading activities such as guided highlighted reading and silent sustained reading.

Course weekly calendar/weekly schedule outline

It can be viewed weekly at [www.mrkay.weebly.com](http://www.mrkay.weebly.com)

**III.**     **Classroom Goals:**

Main Objectives/Goals:

For the student to be able to identify the key features of the policy-making system, to explain how public policies respond to public demands, and to be able to trace the English philosophical heritage including the Enlightenment in the shaping of American democratic principles. Another goal is for the students to be able to describe the purposes for the Bill of Rights and to be able to outline the subsequent amendments to the Constitution, and to define federalism and explain its importance in American Government. Students should also be able to identify the major functions and structures of American political parties, analyze the origins and historical development of values and principles that have influenced and shaped the United States constitutional system.

Students have an expectation to be able to know and do the following:

\*Being able to describe the costs of elections and how interest groups and political action committees participate in the financial process of campaigns.

\*Being able to discuss the demographics of the House and Senate and how this relates to the ideas of representation in the American system.

\*Being able to describe the route a bill must take to be enacted into law, to describe the membership and function of the United States Supreme Court, and to explain how the Supreme Court operates.

\*Being able to explain how the legislative bodies differ in structure, membership and responsibilities, to describe the special powers granted to legislative bodies, and to analyze the powers, responsibilities and limitations of legislative bodies.

\*Being able to describe the qualifications and duties of the president, governor and other executive positions, to identify the president’s domestic and foreign policy leadership roles, and to describe the legislative and judicial powers of the president.

1. **Guidelines for Success:**

In Class Procedures to Assist Student Success:

While class is in session, I expect that during instructional time you are prepared to learn. Many students may have different learning methods, procedures, and ways in which they learn. Therefore, I have put on my website (http://mrkay.weebly.com/us-government.html) Power Point Presentations for each chapter and section, class outlines, and other helpful materials to have at your disposal to download and print out before class had begun. If you do not have access to a computer with internet connection and or a printer to print out the materials either go to the media center to print out the materials or tell me at least one day in advance so that I may possibly print out the desired materials for you. If you desire more detail or need assistance with answering questions on homework, etc. you can open up your textbook to the section that we are covering in class with the Power Point Presentation and or online-guided lecture and presentation to further assist you in your learning experience.

Student Materials:

Each student is expected to come to class prepared each day, ready to learn, and bring with him/her the necessary tools to accomplish anything involving their learning experience. Materials should include: notebook, pencils, and pen. Students will not be permitted to leave class should they not bring their materials with them. Students will have an individual folder to keep their warm ups, homework, etc. and be able to place their folder in their classroom designed hour bin.

1. **Classroom Rules:**

Standard Classroom Rules:

1. Follow directions the first time they are given.
2. Be in your assigned seat when the bell sounds.
3. Respect others & all things at all times.
4. Food, drink (expect water), candy, hats, jackets (unless the weather warrants having one on), etc. are prohibited.
5. Bring all appropriate materials to class.
6. Student use of any profanity towards other students or staff member is prohibited.

Consequences:

Each student will be dealt with on an individual basis. However, **I will not tolerate bullying, use of profanity, insubordination, and other inappropriate actions that may occur in the classroom** and I being the teacher have the right to send a referral to your child’s associate principal for disciplinary actions which may result in a suspension from school if your child chooses to not follow the rules of this school that are provided and listed in the student handbook for Warren Mott High School and Warren Consolidated Schools.

1. **Classroom Activities:**

Student Activities: Include but are not limited to: quiz-quiz trade, tear and share, know it or show it, guided highlighted reading, Big Three Warm Ups and other educational activities.

VII.      **Grades:**

Grading:

Grading includes all of the following:

**Assessments (Quizzes/Tests)** ~ They will be announced and given during class

period. Each quiz/test is also allotted a certain amount of points. Be aware that

there might be a quiz given a day earlier due to lack of focus, discipline, and

overall behavior. It is valued at in Power School as 80% of your quarter grade.

**Homework/Class work/ Participation (Extended Learning Opportunities)** ~ Any work that is assigned that is not due at the end of the hour. It is due the next scheduled school day unless otherwise announced. Also, any work that is done during class time is due by the end of the hour, unless otherwise announced. Each assignment is allotted a certain amount of point Each student is expected to partake in the daily activities in the classroom. These activities include, but are not limited to: Student arrives before the bell in assigned seat working on daily assignment. Student participates in class discussions. Student

periodically asks questions in class. It is valued at in Power School as 20% of your quarter grade.

Late Work:

If you turn in late work at or before a day has passed since that assignment was due, at least 20% will be deducted from that assignment. If you turn in late work before 3 days since the assignment was assigned, at the least, 40% will be deducted from that assignment. **After 3 days, no late homework is accepted**, unless an individual meeting is setup to discuss the reasoning behind the late work and maybe at that time the late homework may be accepted. You also must have your days that you were absent verified as Excused and not marked as unverified in PowerSchool. Only if absent, the student has the same number of days to make up the missed work. **This policy will be strictly enforced this school year.** \*\*This may be revised at any time during the course of this class.

**Classroom Procedures:**

1. **Entering the Classroom:** The expectation is as students, they enter the classroom, get their assigned folder from the bin, find their assigned seat, have all of their necessary material with them, **be respectful and courteous** to those around them, and be prepared and ready to learn from when the bell rings to signal the start of class until the bell rings to signal that class has ended.

There may be disciplinary consequences if this is not followed every school day by every student that enters my classroom.

1. **Tardy to Class:**

Be to class on time, every time. A tardy will be recorded if you are not in class by the time that the bell has rung.

1st Tardy= Warning, 2nd Tardy= Call home, 3rd Tardy= Detention,

4th Tardy= Referral.

You must check in with your house office if you are more than 20 minutes late. Detentions must be served after school with the WMHS security staff by 2:30 P.M. Students have one week to serve their detention from the date that the tardy detention was issued to the student.

       III.      **Paper/Pencil:** Students could use a pen (blue or black ink) or pencil to take notes, do warm ups, and do class work and homework. However, **a student MUST bring and USE a pencil when taking an assessment such as a quiz and or test.** There will be consequences if the student does not have a writing utensil for class such as an appropriate pen and or pencil.

       IV.      **How to Find Out What the Daily Assignments Are:** They will be listed on my lesson plans at [www.mrkay.weebly.com](http://www.mrkay.weebly.com). They also may be seen on the overhead projector as well and students may ask me verbally before and after class if they forgot what the daily assignment is. It is required that students visit my teacher website weekly to periodically to ensure that they utilize all of the learning resources that are available to them.

1. **Turning in Assignments**

## Homework and Assignments:

All assignments, whether they are in-class, homework, papers etc., are to be completed in high academic fashion. I expect assignments to be in on-time and presentable. **Students are required to bring homework to class and ready to turn in at the beginning of the hour.** No student will be issued a pass to retrieve his/her homework.

1. **Returning Assignments to Students:** I will once I have graded the assignment, put it into Power School for a grade, and once that has been done, I will pass back that assignment to the individual student and that **student should not share that completed and graded assignment with any other student who has not completed that assignment. If the student does choose to share that graded assignment with a student who has not completed that assignment, both students will received no credit for that assignment and it will be documented in Power School.**

VII.      **Finding Out Grade Status:**

Go to this link: [**http://www.wcskids.net/parentportal/**](http://www.wcskids.net/parentportal/)

Then please select one of the following options to find out their grade in my

class:

1. [Activate Login](javascript:__doPostBack('btnActivate',''))
2. [Resend Access ID and Password Email](javascript:__doPostBack('btnResend',''))
3. [Parent Portal Agreement](http://www.wcskids.net/parentportal/docs/WCS%20Parent%20Portal%20%20Agreement.pdf)
4. [First-Time Login Documentation](http://www.wcskids.net/parentportal/docs/Parent%20Portal%20First%20Time%20Login.pdf)
5. [Frequently Asked Questions](http://www.wcskids.net/parentportal/docs/Parent%20Portal%20FAQ.pdf)
6. [Go To Parent Portal](javascript:__doPostBack('btnParentPortal',''))
7. **Student Responsibilities After An Absence:**

Absent Work:

**Only if the absences have been verified in PowerSchool as the student be marked as Excused for that day,** then student has the same number of days to make up the missed work. The student can come up to my desk and ask what she or he has missed before or after class. Once she or he has done that, I will either give the student the assignment and or instruct the student to my website to download and print the assignments that they had missed. All absences must be called in to your house office; office information and phone numbers are in the student agendas.

Students will not be allowed to make up work if the absence is unverified.

\*This may be revised at any time during the course of this class.

IX.      **Late, Missing, or Incomplete Assignments:**

If you turn in late work at or before a day has passed since that assignment was due, at least 20% will be deducted from that assignment. If you turn in late work before 3 days since the assignment was assigned, at the least, 40% will be deducted from that assignment. **After 3 days, no late homework is accepted**, unless an individual meeting is setup to discuss the reasoning behind the late work and maybe at that time the late homework may be accepted. This policy is in place only if the absences have been verified in PowerSchool as the student be marked as Excused for that day

\*This may be revised at any time during the course of this class.

 X.      **Communication Procedures With Parents/Families/Guardians:**

Parent/Guardian:

I want to have an open line of communication with the parents/guardians of my students with the ultimate goal being to maximize the educational benefits for my students. I feel that an open line of communication is necessary, therefore please feel free to contact me about anything pertaining to the educational development of your child. If you email or call me with any questions or concerns pertaining to your child in my class, I will email or call you back within a reasonable amount of time.

* 1. **Ending Class:**

Responsibilities my students have, and when they will be dismissed from my class is **when the students with less then 5 minutes left in the class period must adhere to my classroom rules such as being in their assigned seat, being quiet and respectful to those around them and clean-up their area around them.**

XII.      **Consequences for Classroom/School Rule Violations:**

Cheating:

**Copying of someone else’s work is not permitted**. If you are caught cheating on any work done in this class, all parties will receive an ‘E’ on the assignment and/or test, a call will be made home, the 1st offense will be documented in Power School and a written referral may be given. I have no tolerance for this type of behavior.

Electronic Devices:

**All electronic Devices (Phones, iPods, etc) must be put away during the school day unless the teacher in a yellow zone allows it for a certain allotted amount of time. As stated before last semester, ear buds must be out of your ears (discuss safety reasons) and phones/iPods turned completely off when you walk in the building. This is a district wide policy.**

1st Offense: device is taken and locked up in House Office for 24 hours. A parent must make an appointment to pick it up before or after school.

2nd Offense: device is taken until the end of the year. A parent must pick it up after school has ended for the year (June).

School Dress Code:

1. Pants must be worn at the hips. If you do not have a belt, you will be offered a zip tie or asked to change into school issued clothing (sweats/t shirt).
2. Shorts/Skirts/Dresses must be fingertip length.
3. Students choosing not to follow the dress code will be asked to change into school issued clothing (sweats/t shirt). Your clothes will be returned at the end of the day. Dress for success every day!
4. Hats are not allowed on in the building (not even in your hand or on your waist).
5. **Backpacks, hats, and large purses must be kept in your locker.**
6. **ID must be worn at all times (Safety and Security).**  New IDs cost $5. New lanyards are $3. No exceptions.

Bullying:

1. **Bullying will not be tolerated at Warren Mott High School** and is considered a Major Infraction, up to a 10 day suspension, per the Code of Conduct.
2. Bullying includes (per Board policy) physical, verbal, and psychological abuse, including hazing, gestures, comments, threats, or actions to a student which cause or threaten to cause bodily harm, reasonable fear for personal safety or personal degradation.
3. Bullying is any gesture or written, verbal, graphic, or physical act that is reasonably perceived as being motivated by race, color, religion, ancestry, gender, sexual orientation, gender identity, mental, physical, or sensory disability or impairment.
4. All such behaviors are considered harassment whether they occur online, via phone/text, on/off school property, at a school-sponsored function, or in a school vehicle.

XIII. **Other important information**

Individual Help:

It may be necessary for the students to spend time after school to complete work, projects, and/or seek additional help. I will be more than happy to come in before or remain after school hours. The student must make the arrangements with me in advance to remain after school. Tutors may also be available after school. Link below:

<http://wmhscounseling.weebly.com/academic-resources--tutoring-info.html>

Attendance and Missing homework and Exams:

**A parent and or guardian MUST verify unverified absences by contacting your house office in order to be able to make up missing homework and or to make up an exam and or quiz.**  Failure to do so will result in a 49% for that homework/classwork assignment and a 0% for that test or quiz.

Class Entry/Exit, Hall Passes & Lavatory Privileges:

All students must enter the class and find their assigned seat **before the bell sounds**. If you come in late you will be marked tardy. No passes will be given the first 10 minutes and the last 10 minutes of class. **You are allowed 3 lavatory passes per semester** – no more, no less. Once you have used all of your passes in your school agenda, no passes will be issued as well.

# **Information for Parents/Guardians**

# On-Line Textbook

Website:

<http://mrkay.weebly.com/on-line-books.html>

User names and Passwords are given on this page

Login page:

<https://www.pearsonsuccessnet.com/snpapp/login/login.jsp>

User names and Passwords are given on this page

**Weekly Lesson Plans:**

Website:

<http://mrkay.weebly.com/>

# PowerSchool

Homepage:

<http://www.wcskids.net/parentportal/>

Login:

<https://ps.wcs.misd.net/public/>

How semester grades are calculated.

Semester grades for high school classes are still calculated using the 40%-40%-20% rule.  Two requirements a student needs to meet in order to pass the class:

Students must pass 60% of the class (i.e. must pass 2 of 3)

Students must earn a 60% (D-) average.

A student not taking a final exam shall receive an F as the final grade until such time as the exam is completed.

A student who passes a comprehensive final with a 78% or higher shall be granted credit for the course.

The grade scale is as follows:

A+:  98 and above

A: 93-97

A-:  90-92

B+:  87-89

B:  83-86

B-:  80-82

C+:  77-79

C:  73-76

C-:  70-72

D+:  67-69

D:  63-66

D-:  60-62

E:  50-59 (considered a failing grade for the class)

F:  0-49  (considered a failing grade for the class)

I am requiring a signature from you and the students in my classes at the bottom of this page to assure that you and my students are aware of the eight pages detailing my specific goals and objectives outlined in my classes Course Outline and Class Expectations for my American Government class and that all parties are aware that the student received a hard copy and that the student is responsible to share the information provided in the packet and explain what was discussed in class with their parent and or guardian.

Student Name (Print):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Parent/Guardian

X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Student in Mr. Kay’s Class

X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Films, video clips, and other forms of digital media:**

During the course of this school year I plan to show PG/PG-13 rated movies in full or as excerpts to enhance our class curriculum.   
I believe showing your son and/or daughter movies such as *Born on the Fourth of July*, *JFK*, and *Thirteen Days* for example enables them to benefit from another medium as a resource in their study of current events and history. Movies, along with our hands-on activities such as reading, in-class discussion groups, and research projects, give students a well-rounded opportunity to discover U.S. Government. Movies go beyond dry facts and help bring events “alive.”   
Be assured that I will use proper discretion when showing these movies.  
Thank you for taking the time to read this and I appreciate you signing the bottom of this page where it asks for your signature

Signature of Parent/Guardian

X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_