**Course Syllabus**

**Havenner**

**Fall 2023**

Welcome to the MAST Magnet! My goal is to create a dynamic learning environment wherein we learn to not only present and create work using digital media presentation platforms, but also become literate in the new ways that information is transmitted and aggregated in the digital media universe. The world is changing, even if your textbook has not, and we will examine traditional material through the lens of a global, digital world.

This syllabus is subject to change if school and district policies and schedules change!

**Grade Scale**

90%+ = A

80-89% = B

70-79% = C

69-60% = D

59% and below = F

I do not round grades. You get what you earn. If you are on the edge and want the higher grade, work harder.

Cooperation Marks:

E: excellent. You went above and beyond the call of duty. You were not only pleasant and cooperative, you went out of your way to make our classroom a better place.

S: you did just fine. No incidents, no outrageous behavior. You were cooperative and kind.

U: any disciplinary issue in the 5 week grading period may result in a U for a progress report. For your permanent, end of semester marks – your overall behavior is considered.

Work Habits:

E: A

S: C-B

U: D-F

**Attendance:**

You must be in class, in your seat, on time in order to be counted Present. If you are late to class, out of your seat and/or otherwise not ready to work at the top of class, you may be marked tardy.

If you have an excused tardy, please bring a note, or some other sort of evidence with you to class. I will not just take your word on it.

If you are absent, you need to clear it in the attendance office. Bring your doctor’s note, have a parent/guardian call – but take care of it! Please remember to get a re-admit slip from the attendance office when you clear your absence. Your teachers may ask to see it. Please remember that you are responsible for staying on top of your work when you are absent, check Schoology, and make sure you know what you missed!

\*\*\*Being out of your seat or consistently late may result in a loss of participation points\*\*\*

**Work**

I will post all work in a Weekly Folder in Schoology. All assignments for the week are due on Friday, and I will often give you time to work in class. If you are absent, check the Weekly Folder. If you forget what was due, check the Weekly Folder.

All work must be submitted via Schoology. You should bring your tablet, chromebook, laptop to school every day. If you hand write assignments, you must take a good photo of the work and submit electronically.

**Late/Missing Work**

I prefer to have an open policy regarding late work. There will be certain assignments that carry hard deadlines (quizzes, formal essays, etc…). This work needs to adhere to the due date with no ifs, ands, or buts.

There will be lots of other assignments that I will accept late without penalty throughout the semester.

There is a benefit and a danger to an open submission policy. The benefit? You can always go back and fill in missing work without worrying about late credit/reduced points. Need a little more time? No problem, take the time, and submit that work late for full points.

The danger? It’s easy to keep pushing all that work back and back and back until you have a towering stack of late work hovering over your head threatening to crush you. That’s stressful. You should only take advantage of the late policy when you absolutely have to. Otherwise, you run the risk of letting things pile up.

If I feel like an open late work policy is becoming an issue for any particular class, the policy is subject to change.

Please remember that late work gets graded late. If you have submitted late work – that’s great. But I may or may not grade it RIGHT AWAY. You will have to be patient, I prioritize work that was submitted on time. But trust me. If you submitted an assignment – I will grade it – eventually. If you pester me about it, I will purposefully wait 1 day for every pester.

If you have an IEP that allows you more time, please email/speak to me privately.

**Extra Credit**

I rarely offer extra credit, and when I do, it is for those extraordinary individuals who have completed everything and are looking to do a bit more. Please do not ask for extra credit. Do all your work, on time, and follow the directions. Do this and you will never need extra credit.

**Essays**

All essays will be typed, in MLA format with an official MLA works cited page. We will cover this in class. Don’t panic. There are many resources available for MLA works cited pages:

Citefast.com

Sonofcitation.com

Easybib.com

Just to name a few. These websites literally create your works cited page for you, no excuses for imperfection.

**Supply List**

Textbook/Novel – whatever we’re reading (this may be digital depending on what we’re reading!)

Paper

Pen/Pencil

Chromebook/laptop/tablet

Charging cables

\*\*\*not being prepared for class may result in loss of participation points\*\*\*

**Behavior**

All school and district policies apply in my classroom.

Food is allowed as long as the class as a whole is neat, tidy, and food items do not cause any drama. Any ensuing drama = food privilege revoked. Snacks should be discreet and easy for me to ignore. Drinks are allowed with lids and straws; any mess needs to be cleaned up immediately.

Masking policies are subject to school and district policy. Even when not mandated, I kindly ask that you wear a mask in my room if you are feeling unwell. We love you, but we don’t love your cold germs ;)

Hall Passes: I have one pass. As per school rules, you cannot leave the room in the first 10 or last 10 minutes of the class. Please try to take care of business during passing periods. I realize that this is not always possible. Passes are for 10 minutes MAXIMUM. Any longer than that, you cripple your colleagues’ ability to use the pass. Go to where you say you are going and come right back. Don’t wander.

I will not tolerate rude or disruptive behavior. If you have not come to class with the intent to work, I will not allow you to stay in class.

I reserve the right to move your seat, hold your cell phone for the duration of the class period, send you to the dean or counselor, and basically anything else I need to do to ensure that my class runs smoothly. If you are disrupting the room, distracting others, or behaving in a way unbecoming of a University High Student – there will be consequences.

**Other Stuff**

BE KIND. Seriously. This is a time that we really need to support each other, and be kind. Watch your words. It is easy to misread tone, or accidentally offend someone when we are communicating. Watch your words, they can hurt.

BE PATIENT. Things will not always work the way you want them to. This is true in life, but especially right now. Your internet will lag, technology will sputter, you will get frustrated by assignments. But be patient, take a deep breath and ask for help when you need it.

BE CONSISTENT. Set a schedule for yourself. Go to sleep at a reasonable hour, get up in time to not feel rushed. Set aside time when you will do your work, and when you will relax. Don’t let work pile up, stay on top of assignments.

ASK FOR HELP. All of us here at Uni want you to be successful. Your teachers, counselors, everyone at Uni is ready to help you be successful. It is easy to feel overwhelmed and stressed out in these weird times. Let us help you.

MOVE YOUR BODY. Please take care of yourself! Make sure you get some exercise and sunshine every day! Research shows that even ten minutes of cardio based exercise daily can dramatically improve your mental health! This could be running, walking, riding a bike, jumping up and down, dancing, anything! Eat vegetables and fruit! Cheetohs are not a food group ;)

REMEMBER THE HUMAN! We are all humans in a tech heavy world right now. The same frustrations you experience, I experience. The same mistakes and oversights you make, I make. Sometimes my \*brilliant\* tech lesson plan doesn’t work. Sometimes your \*brilliant\* assignment doesn’t load or won’t open. Sometimes the tech gremlins force me to change my plans. Take a deep breath, and remember that we are all in this together – feel free to sing along. I will do everything in my power to help you with whatever issues arise this semester, however, you have to be proactive and put in at least equal effort toward righting whatever went wrong. None of this is easy, not for any of us, so remember the human, and take a deep breath ☺