



2020-2021 COURSE EXPECTATIONS

Mrs. Olson

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Life Skills Program 12th and UN (Ungraded)

1. SCHEDULE AND COMMUNICATION

Every class period will consist of a minimum 30 minutes of whole-class instruction (synchronous lesson) followed by individual online work for the remainder of the period. During assigned whole-class instructional time all students must log in to Canvas and Google Meet and attendance will be taken. The instructional time for this course is ([Click on attachment](#)).

Student and parent assistance for using Canvas, Google Meet, the calendar, and the bell schedule can be located on our website under the “Spartans” Tab- “CMHS Student Success Guide.” Also feel free to email me at any time with questions or concerns. I will contact you during my Office Help Hours outlined below.

2. OFFICE HELP HOURS

I am available for help, make-up work, and clarification of assignments on every C day from 8:00 a.m.-10:30 a.m. through Google Meet. I am also available every B day during 4th period from 9:45 a.m. to 11:15 a.m. Following each whole-class lesson, I will continue to be online for additional help for your class until the end of the period.

MY WEEKLY INSTRUCTIONAL GUIDE

A-Day Schedule	B-Day Schedule	C-Day Schedule
None Office Help Hours/Prep	9:45 a.m. - 11:15 a.m. Office Help Hours/Prep	8:00 - 10:30 Office Help Hours (No Whole-Class Instruction)
Pd 1 Government/History Whole-class meet: 8:00 a.m. - 8:30 a.m. Individual work/Teacher Help: 8:30 a.m. - 9:30 a.m.	Pd 2 ELA Whole-class meet: 8:00 a.m. - 8:30 a.m. Individual work/Teacher Help: 8:30 a.m. - 9:30 a.m.	
Pd 3 Personal Finance (Math) Whole-class meet: 9:45 a.m. - 10:15 a.m. Individual work/Teacher Help: 10:15 a.m. - 11:15 a.m.	Pd 4 PREP/Office Set up by appointments from 9:45 a.m. - 11:15 a.m.	10:30-1:51 Teacher Meetings and Planning Time
Pd 5 Careers Whole-class Google Meet: 11:45 a.m. - 12:15 p.m. Individual work/Teacher Help: 12:15 p.m. - 1:15 p.m.	Pd 6 Social Living Whole-class Google Meet: 11:45 a.m. - 12:15 p.m. Individual work/Teacher Help: 12:15 p.m. - 1:15 p.m.	

3. COURSE ACTIVITIES AND CRITERIA FOR EVALUATING STUDENTS

Grades will be uploaded to Infinite Campus a minimum of once per week. Help using Infinite Campus can be found in the “CMHS Student Success Guide” on the school website.

a. Summative Grade: Tests/Projects

Tests/Projects will account for **60%** of your quarter grade. There will be a minimum of three (3) assessments per quarter. Tests will be administered on Google Forms and Canvas. Either way you take the test it will be counted towards your grade. You do not need to take both versions of the test, just pick which one works for your device. You will have a week to complete the quiz until it closes. You may take or create the test/project as many times as you would like until the test/projects close in a week.

b. Formative Grade: Assignments/Quizzes/Homework

Assignments/Quizzes/Homework will account for **40%** of your quarter grade. There will be a minimum of eight (8) assignments in this category per quarter. Assignments that our class will be doing are Boom Learning Cards, Scholastic Quizzes, Scholastic Vocabulary, Digital Task Cards and Regular Task Cards, and worksheets.

c. “Minimum F” Policy

CMHS will continue to follow the “minimum F” policy. The lowest grade a student can earn on an assignment or for a quarter grade is a 50% F.

d. Semester Exams

Semester exams are given at the end of the 2nd and the 4th quarters. These exams will make up no more than 10% of the student’s semester grade.

e. Grading Scale and Semester Grades

-Grades will be determined based on the following scale:

90-100%	A
80-89%	B
70-79%	C
60-69%	D
50-59%	F

-Semester Grades will be calculated based on the following weights:

45%	1st Quarter Grade/3rd Quarter Grade
45%	2nd Quarter Grade/4th Quarter Grade
10%	Semester Exam

4. RESOURCES/MATERIALS:

All students need to use a chromebook, computer, or similar device to participate in online instruction. Chromebooks are available to check out from CMHS if needed. All material will be accessed online or given in the classroom for students to use. Programs we will be using this year are Boom Learning Cards, BrainPop Jr., Starfall, and Unique Learning System (ULS). You will be sent individually your usernames and passwords to login to any program that requires a login.

5. MAKE-UP WORK AND LATE WORK

a. Make-Up Work

It is expected that students attend their class periods as scheduled. However, if students must be absent, it is important that they complete their make-up work, which will include viewing the missed whole-class instruction (synchronous lesson). Students who miss a class will coordinate with the teacher via email to receive their make-up work.

b. Late Work

Students who attend their classes and turn in their work on time will achieve the most success with online learning. If a student is in attendance for class and does not submit their assignment by the due date and time, it will be considered "Late Work." Students are still highly encouraged to do all of their work, even if it is late.

Students may turn in their late work by the midnight Sunday of that week for full credit. After midnight Sunday of the week, anything turned in after will get partial credit until the end of the semester.

6. BEHAVIORAL EXPECTATIONS/ONLINE LEARNING RULES:

In accordance with student privacy laws, ONLY students assigned to this class are allowed to attend, participate in, and view our class. Whole-Class and Office sessions *cannot* be recorded or photographed by students and *cannot* be shared with non-students. All bullying laws and school policies will be strictly enforced and students will treat each other with respect at all times. Students who violate these policies will be referred to the Discipline Office.

CLASSROOM RULES

1. Food, drink, gum, candy is NOT permissible in the classrooms or hallways. Water is acceptable.
2. Hall Passes must be used to leave the classroom. No passes to cars will be issued.
3. School Rules – All school rules listed in the CMHS Handbook will be strictly enforced within the classroom, including but not limited to:
 - a. Proper use of cell phones, computers, and the Internet
 - b. Bullying
 - c. Dress code - appropriate dress for the academic environment
 - d. Tardy policy
4. Life Skills Program Rules -
 - a. Be respectful of yourself and others
 - b. Listen carefully when someone else is talking
 - c. Follow directions
 - d. Practice safety at all times
 - e. Practice good personal hygiene
 - f. Be prepared
 - g. Have a good attitude
 - h. Ask questions if you do not understand directions
 - i. Report all absences to Instructor at thomasm4@nv.ccsd.net or (799-4400 ext. 4082)

7. REQUIREMENTS FOR ATTENDING FIELD TRIPS

A variety of on-campus and off-campus activities will be scheduled throughout the year; we will try to schedule off campus CBI's twice a month. Students wishing to participate must be in good standing in citizenship/behavior and academics in all classes. Grades will be checked three weeks prior to a field trip/activity, and advisor(s) will notify the student and parent on ineligibility. A final grade and citizenship check will be initiated a week prior to a field trip/activity, and the same procedure is required of the advisor(s). Students must have at least a D or better in each class for which they are enrolled, and have an S or O in citizenship in order to participate. Students who do not have the academic or behavior requirements will not participate and if applicable, will forfeit the fees paid to attend. Please see the student handbook for further details pertaining to field trips and activities.

SPECIAL INSTRUCTIONS/PAPERWORK:

1. Parent/Student Information
2. Life Skills Program Field Trip Paperwork Signatures
3. CCF-555 Consent to Evaluate
4. BVR Application (If you have not completed yet)
5. Copy of your BVR counselor card (If you have one and completed the packet)
6. Health Card \$20 on day of appointment
7. NV ID (copy needed for file in classroom)
8. Copy of Medical Insurance Card to have on file
9. Birth Certificate (copy needed for file)

Dear Parent/Guardian,

Please sign this page and have your child return it to me this week. If you have concerns or questions about this course, you can contact me by email or at 702-799-4400 ext. 4082. I look forward to meeting you and becoming a partner in your child's educational experience at Cimarron-Memorial High School.

Sincerely,
Starlyn Olson

I HAVE READ THESE COURSE EXPECTATIONS AND UNDERSTAND THE EXPECTATIONS FOR MY CHILD THIS YEAR.

Parent/Guardian Signature

Date

Parent/Guardian Email

Phone Number

I HAVE READ THESE COURSE EXPECTATIONS AND UNDERSTAND THE EXPECTATIONS FOR ME DURING THIS SCHOOL YEAR.

Student Signature

Date

Student Name (Print)

Student Number

Please indicate your preference, and sign and date this form below.

☐

I give my child permission to view "PG" rated film clips.

☐

I do not give my child permission to view "PG" rated film clips with the understanding that an alternative assignment will be given.

Parent/Guardian Signature

Date

