

# Leadership Development Course Syllabus

## 2025-26

**Instructor:** Mrs. Vargas

**Email:** [dvargas@maxwell.k12.ca.us](mailto:dvargas@maxwell.k12.ca.us)

**Room:** 103

**Class Period:** 5th

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### Course Description

Leadership Development is a year-long course focused on helping students build the skills, confidence, and mindset needed to become effective leaders in school, work, and their communities. Students will learn about personal growth, teamwork, communication, decision-making, and project management through discussions, activities, and real-world applications.

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### Course Objectives

By the end of this course, students will be able to:

- Demonstrate leadership skills in both individual and group settings
  - Practice effective communication and active listening
  - Understand and apply problem-solving and decision-making strategies
  - Develop a personal leadership philosophy
  - Lead and participate in school and community projects
  - Demonstrate time management, responsibility, and ethical leadership
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## Materials Needed

- Notebook or binder for notes and activities
  - Pen or pencil
  - Access to online tools and resources (as assigned)
  - Leadership Development handouts or readings
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## Grading Breakdown

### Category

|                           |     |
|---------------------------|-----|
| Classwork & Participation | 30% |
| Projects & Presentations  | 35% |
| Quizzes & Assignments     | 20% |
| Leadership Reflections    | 15% |

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## Class Policies

- **Attendance:** Regular attendance is important for participation-based activities. Missed work must be made up promptly.
- **Make-Up Work:** If a student is absent, they will have the same number of days they were absent to complete missed work; otherwise, no credit will be given.
- **Participation:** Actively contribute to discussions, activities, and group work.
- **Cell Phones:** Cell phones are not allowed during class unless the teacher specifically instructs students to use them for a lesson or activity.
- **Respect:** All students are expected to show respect to peers, staff, and themselves.
- **Academic Integrity:** Plagiarism or cheating will not be tolerated.

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## **Tentative Course Schedule (Full Year)**

- Introduction to Leadership – What makes a great leader?
- Self-Leadership – Building self-awareness, responsibility, and a growth mindset
- Communication Skills – Verbal, non-verbal, and active listening techniques
- Teamwork & Collaboration – Working effectively with others
- Goal Setting & Time Management – Planning and achieving objectives
- Decision-Making & Problem-Solving – Strategies for effective leadership choices
- Project Planning & Management – Leading initiatives from start to finish
- Leadership Styles – Identifying and developing your leadership approach
- Community & School Leadership – Service learning and event planning
- Reflection & Leadership Philosophy – Final leadership portfolio and presentation

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## **Contact & Support**

Please reach out by email or before/after class if you have any questions or need help.

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## **Parent/Guardian Acknowledgement**

Please sign below to acknowledge that you have read and understand the course syllabus, including the make-up work and cell phone policies.

Student Name: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

