



**“Inspire others to dream more, learn more, do more and become more...” John Q. Adams**

**Welcome to the Cobra JROTC Battalion. We are looking forward to your leadership during this historical time as we develop the foundation for a new program.**

It is the policy of the Clarksville Montgomery County School System to follow the dictates of state statutes in the selection and use of all instructional materials. Parents and legal guardians may request any instructional materials used in the classroom of the parent or legal guardian's child following the guideline set forth in the Instructional Policy INS -A037 found at <https://employees.cmcss.net/misc/ViewISO?filename=INS-A037.pdf>

**COURSE SYLLABUS:** Army Junior Reserve Officers Training Corps (JROTC) Leadership, Education & Training (LETs I-IV) School Year 2025-2026.

**INSTRUCTORS:**

Senior Army Instructor LETs II, III and IV, MAJ Matthew Wolverton, US Army (Retired), [matthew.wolverton@cmcss.net](mailto:matthew.wolverton@cmcss.net)

Army Instructor LETs I, III, MSG Clarence Johnson, US Army (Retired), [clarence.johnson@cmcss.net](mailto:clarence.johnson@cmcss.net)

**REFERENCES:**

CMCSS STS-M001, Student Conduct

CMCSS THC-A002, Technology Acceptable Usage Policy

CMCSS Strategic Work Overview 2023-2028

CCR 145-2, JROTC Organization, Administration, Operations, Training and Support

CCR 145-8-3, JROTC Program of Accreditation

DAI Office SY 2025-2026 Action Plan

**COURSE DESCRIPTION:** The Junior Reserve Officer Training Corps (JROTC) is a *voluntary* program that teaches high school students (Cadets) the value of citizenship, leadership, service to the community, personal responsibility, and a sense of accomplishment, while instilling in them self-esteem, teamwork, and self-discipline. The mission statement reflects the overall meaning and purpose of JROTC, which is “To Motivate Young People to be Better Citizens” by preparing high school students for responsible leadership roles while making them aware of their rights, responsibilities, and privileges as American citizens. The program promotes graduation from

high school by providing curriculum, Leadership Education and Training (LET), and rewarding opportunities that will benefit the student, community, and nation in the present and future. JROTC is a four year program that builds upon the previous year's accomplishments.

To meet these objectives, a progressive program through all four years of high school is offered, which consists of these topics throughout the next four years of JROTC:

**LET I YEAR – UNIT 1: The Emerging Leader**

CHAPTER 1 – JROTC Foundations

CHAPTER 2 – Personal Growth and Behaviors

CHAPTER 3 – Team Building

CHAPTER 4 – Decision Making

CHAPTER 5 – Health and Fitness

CHAPTER 6 – Service Learning

**LET II YEAR – UNIT 2: The Developing Leader**

CHAPTER 1 – Leadership

CHAPTER 2 – Personal Growth and Behaviors

CHAPTER 3 – Team Building

CHAPTER 4 – First Aid

CHAPTER 5 – Decision Making

CHAPTER 6 – Health and Fitness

CHAPTER 7 – Service Learning

CHAPTER 8 – Citizenship and Government

**LET III YEAR – UNIT 3: The Supervising Leader**

CHAPTER 1 – Leadership

CHAPTER 2 – Personal Growth and Behaviors

CHAPTER 3 – Team Building

CHAPTER 4 – Decision Making

CHAPTER 5 – Health and Fitness

CHAPTER 6 – Service Learning

CHAPTER 7 – Citizenship and Government

**LET IV YEAR – UNIT 4: The Managing Leader**

CHAPTER 1 – Leadership

CHAPTER 2 – Personal Growth and Behaviors

CHAPTER 3 – Team Building

CHAPTER 4 – Service Learning

CHAPTER 5 – Citizenship and Government

CERT UNITS 1-9 – Community Emergency Response Team

**ALL CADETS – UNIT 5: Electives – Continuing Education for Leaders**

## **PROGRAM OF INSTRUCTION:**

This Program of Instruction (POI) focuses on the development of better citizens by building skills in leadership, citizenship, life success, geography, cultural awareness, wellness, and fitness in a structured interactive environment. The JROTC program is a cooperative effort on the part of the Army, the Clarksville Montgomery County School System and Kirkwood High School to provide high school students with opportunities to become well-rounded citizens. Satisfactory completion of the program can lead to advanced placement credit in the Senior ROTC program at participating colleges or advanced rank in the Armed Forces. Several components of the course have been identified for college credit that is awarded to Cadets upon successful completion of the specified requirements. In addition, several components have been identified to meet high school graduation requirements while gaining leadership skills through participation in the program. These program outcomes describe what JROTC Cadets will know and be able to do upon successful completion of the JROTC program. These outcomes also provide documentation for growth and development of the student and program for re-accreditation purposes, school visitors, parents, and the community.

## **AVERAGE WEEKLY JROTC SCHEDULE: *Weekly Schedules will be posted to show specific lessons***

**Monday:** Physical Fitness Training

**Tuesday:** Classroom Instruction

**Wednesday:** Classroom Instruction

**Thursday:** Uniform Wear Day – In-Ranks Inspection Exams; Leadership Lab (Drill and Ceremony, Cadet Portfolio Updates, Promotion Exams).

**Friday:** Physical Fitness Training

**JROTC GRADING:** 1. Grades in JROTC classes are assigned both **objectively** and **subjectively**.

2. Objective grades are assigned in the following areas:

- Assessments- Conducted following each lesson to check student understanding of subject matter. Assessment points will vary by lesson. **Participation in the Service Learning Project, Continuous Learning Project, Veterans Day Parade, Military Ball, Kiwanis Essay, Cadet Challenge Assessment and JROTC National Essay are mandatory and will serve as an assessment grade and will be worth 100 points each.**
- Physical Training- Physical Training (PT) will occur on Mondays and Fridays. In accordance with Cadet Command Regulation 145-2, all cadets must dress in physical fitness attire and participate unless they provide a doctor's note or a note from a parent for temporary conditions. Cadets who establish a pattern of failing to dress out or not participate in PT will be considered for removal from JROTC at the end of the first or second semester by the SAI. Cadets who are constantly "signed out" during PT may also be considered for removal. Each PT day is worth 50 points and Cadets will be graded based on participation and effort. Cadets are to give their best effort during physical fitness training. Cadets that are not visibly participating will be offered a warning by the instructor. Each subsequent warning will result in a five point deduction in their grade.

Sophomores, Juniors and Seniors are expected to lead PT- take charge of the formation, conducting stretches, leading the exercises, and conducting cool down and dismissing the formation.

- Writing Assignments- Various assignments are given throughout the year and graded by using a provided rubric that lays out the expected standards. There are two major writing assignments that will be assigned and are required to be submitted in accordance with the prescribed timeline. The Kiwanis Essay will be assigned during the first semester and the JROTC Essay will be assigned during the second semester. These two assignments require 100% participation. These essays are mandatory and serve as a test grade. The Kiwanis essay will be worth 100 points and the JROTC National Essay will be worth 100 points.
- Google Classroom- Google Classroom will be utilized by the instructors for lessons, assignments and communication to the classes. Cadets will be informed which lesson and assignments will be posted in Google Classroom before they are due. Cadets will be informed of lessons posted in Google Classroom. Cadets are encouraged to check Google Classroom for updates and notifications from instructors.
- Parent Square- Instructors will provide updates to parents and students on Parent Square. Parents and students are encouraged to check Parent Square for regular updates.
- Blended Learning- Cadets will be required to participate in blended learning activities as directed by the instructor. Cadets are expected to participate and fulfill this requirement as part of their overall grade. Assignments will be assigned, completed and submitted through google classroom.

3. Subjective grades are assigned in the following areas:

- Uniform Inspections- In accordance with Cadet Command Regulation 145-2, cadets must wear their cadet uniform one time per week for the entire school day (7:00am-2:30pm). Cadets will wear uniforms on Thursdays. Cadets who change prior to the end of the day without instructor approval will receive a zero for that inspection. Weekly inspections are worth 100 points. Inspections are conducted using an established standard (Cadet Command Regulation 145-2), but is open to the instructor's subjective interpretation. Students who are absent on uniform inspection days and are excused, will have an opportunity to make up this assessment the following week as determined by the instructor. Makeup inspections will be conducted that Tuesday following each inspection. Failure to wear the uniform for makeup will result in a zero for that grade. Please note that a zero will be entered on the original uniform inspection date and will be changed if the student makes up the inspection. Students absent as a result of expulsion, suspension or other adverse actions will be allowed to make up their uniform inspections but will not receive a grade over 70%. Students are not authorized to wear the uniform during suspension or at the alternative school.
- Class Participation- Points are awarded on a basis of 25 per week for 9 weeks. These grades are subjective and are based on a student's willingness to answer questions and contribute to class discussions, participate in group work, complete assignments in a timely manner, their conduct in class, and attitude.
- Late Assignments- Assignments are due at the beginning of class. Grades for late assignments will be reduced to 70% prior to actual grading. Students who fail to turn in

assignments due to unexcused reasons within two school days of actual due date, will receive a permanent zero.

- **Extra Credit:** Students are expected to complete all assignments and other course requirements in a timely manner. There will be a limited number of extra credit assignments available during the school year. Extra credit assignments will be require an analytical essay on a topic (historical event, person etc) that is related to a topic from the JROTC Curriculum. Students will receive a maximum of a 70% for the essay. Students will need to request essay topics from the Senior Army Instructor.
- **Makeup Work:** All make-up work will be handled according to CMCSS board policy. The days a student has to complete missing work is equal to the number of days the student is absent. If a student is absent due to a school-based trip, he/she is still responsible for completing any missed work. It is the student's responsibility to communicate with the teacher and get the work missed. If a student misses a test, the student is responsible for making arrangements with the teacher to complete the missed assessment. A grade of zero will be given for any missed work due to absence and will be changed upon the assignment's completion. If work is not completed within the time allowed, a zero may remain as the grade.

#### **Grading Policies and Procedures:**

- **Classes WITHOUT an End-of-Course (EOC) Test:**
  - S1 and S2
    - 1<sup>st</sup> 9 weeks = 40%
    - 2<sup>nd</sup> 9 weeks = 40%
    - Final Exam = 20%

**Note:** If you earn an "A" for both the 3<sup>rd</sup> and 4<sup>th</sup> Nine Weeks, you will be exempt from the second semester exam, in which case each nine weeks' grades will constitute 50% of your semester average.

The Clarksville-Montgomery County School System uses a numerical grading system for reporting student progress to parents. A grade of 60 and above is considered passing. A grade of 59 and below is failing.

|   |        |
|---|--------|
| A | 90-100 |
| B | 80-89  |
| C | 70-79  |
| D | 60-69  |
| F | 0-59   |

#### **COURSE RESOURCES:**

Leadership Education and Training (LET) Textbooks 1-5 and Workbooks 1-4  
Community Emergency Response Team (CERT) Participant Manual  
Cadet Reference Guide v6

CMCSS JROTC Web Site (all books and Cadet Resources are available digitally)  
<https://www.cmcss.net/instruction/jrotc/resources/>

**INFORMATION TECHNOLOGY:** All Kirkwood High students will be issued a laptop computer with accouterments, and a district email address. Computers, accouterments, and email addresses will be provided by the CMCSS Technology Department. CMCSS uses a Children's Internet Protection Act (CIPA) compliant solution to prevent student access to materials the district deems harmful and to block internet access to inappropriate sites. Accountability, maintenance, network security, and usage agreements will be outlined by the CMCSS Technology Acceptable Usage Policy. Kirkwood High School is equipped with wireless fidelity (WiFi) for faculty and for student use when permitted by a teacher. JROTC Cadets will often be required to use Information Technology (IT) in various forms to store, study, retrieve, present, transmit and manipulate data and information during the performance of their school work. Usage of IT in the classroom, such as student computers, will be allowed only with instructor permission. Use of cellular phones, smart phones or watches, and personal computers are not permitted in the JROTC classroom. Please be familiar with the CMCSS Technology Acceptable Usage Policy. Students and parents will be required to sign a Student Code of Conduct and Agreement of Internet Usage that acknowledges awareness and concurrence of aforementioned policies. Refer to CMCSS SY 2025-2026 Student Conduct; Rights, Responsibilities, Rules, Due Process Procedures- STS-M001.

**CADET PERFORMANCE EXPECTATIONS:** Cadets will be issued the cadet version of the Army Service Uniform (ASU) and all accessories necessary for weekly inspections, community support missions, drill competitions, and parades. These uniforms are provided at no cost to the Cadet. Select Cadets will be issued the Approved Camouflage Pattern (OCP) Uniform and accessories necessary for Raider events and the JROTC Cadet Leadership Challenge (JCLC). Instructions for how to properly wear the uniform are described in the Cadet Reference Guide and CCR 145-2. Cadets will be responsible for maintaining their uniforms and accessories. Cadets who lose or damage uniforms will be required to pay for lost or damaged items. Cadets will not earn points if they do not wear their uniform on inspection day. Grooming standards for JROTC Cadets are derived and modified from Army Uniform Standards. Please refer to CCR 145-2, Chapter 11-6 for details. Specific personal appearance rules are also addressed on the class rules hand-out sent home to parents at the beginning of the school year.

Cadets are required to dress out for physical fitness training whenever held. Uniform requirements: School appropriate short or long sleeve T-Shirt, or a sweatshirt, school appropriate gym shorts or sweatpants with elastic waistband and/or drawstring (No button up shirts, polo shirts, blue jean pants or shorts, cut-off shorts, spandex or shorts with belt loops and a zipper may be worn). Army issue PT shirts and shorts are authorized for wear. Lace up tennis/running shoes with good support and white or black athletic socks. (No heelys, crocs, buddies, Hey Dudes, hike shoes/boots, swim shoes, boat shoes, sandals, etc.).

Students who do not wear appropriate athletic shoes will not be allowed to participate in physical fitness training due to safety reasons. These students will receive a zero for class participation points. Students who do not wear gym clothes but wear appropriate athletic shoes will receive half credit (50 points) for participation. Cell phones, ear buds and other electronic devices are

prohibited during physical fitness training. Students caught using these devices will receive a zero for their physical fitness grade for the day.

**CADET CHALLENGE:** Cadet Challenge is a mandatory physical fitness assessment that will be conducted for record prior to spring break. Each Student will receive a test grade based on their performance in the assessment. This event is conducted over a three day period, students will also be granted 50 points per day for proper participation. Each Cadet will conduct two diagnostic Cadet Challenge assessments in order to allow them to monitor their strengths, weakness and areas of improvement. These diagnostic tests will be worth 100 points for a classroom assignment.

**BEHAVIOR AND CONDUCT:** JROTC is a voluntary program, therefore the behavior and conduct of every Cadet will be above and beyond school standards; refer to STS-M001, CMCSS Student Conduct. Military courtesy and discipline are a template for proper behavior and conduct with the JROTC program. The Cadet Creed is the shared beliefs that summarizes JROTC's core tenets. Failure to abide by school standards and JROTC's core tenets is grounds for disenrollment from the JROTC program. Situations that may lead to disenrollment are:

- Non-productive student/cadet, (Three or more instances of not wearing the JROTC uniform).
- Demonstrate ineptitude for leadership training indicated by a general lack of adaptability. (JROTC LET IV is by invitation only and reserved for Battalion Leadership and Staff. Students that do not apply or get accepted to these positions during their LET III year will not be able to continue in the program).
- Failure to keep an acceptable standard of academic achievement, conduct, appearance, or attendance. Students are unable to achieve a passing grade in JROTC at the end of the school year will not be allowed to continue in the program.
- Exhibits undesirable character traits such as lying, cheating or stealing, unauthorized possession of illegal drugs or substances, or exhibits an indifference to and lack of interest in citizenship and leadership training. Students with two or more instances of in or out of school suspension will not be allowed to continue in JROTC.
- Students that enrolled in the alternative school will be removed from the program the following year.
- Failure to complete the Kiwanis Essay or JROTC National Essay.
- Instructors will reach out to parents of Students that display any of the above behaviors to discuss corrective actions the Students future in JROTC.

### **TARDIES:**

JROTC Cadets are expected to be professional and arrive to class on time. The following actions will be taken if students arrive late.

- First Tardy: Verbal warning.
- Second Tardy: Parent notification.
- Third Tardy: Administrator referral.

**Promotions:**

JROTC is a leadership program. Cadets are encouraged to take promotion exams and attend promotion boards as part of their leadership growth and development. Study exams for promotion boards will be located in each classroom. Cadets will need to coordinate with instructors for testing.

**Demotions:** Cadets that fail to show discipline and abide by program, school and district policies will be demoted in rank and removed from leadership positions. Cadets will need to adhere to a probationary period and retake that appropriate rank exam or exams to return to their rank. Common infractions include but are not limited to:

In School Suspension: Reduction in one rank with a three probationary status.

Out of School Suspension: Reduction in two ranks with a six week probationary status.

Alternative School: Reduction to Cadet/PV1 with removal from the program the following year. Cadets will be barred from taking promotion exams or attending promotion boards.

**RESPECT:**

JROTC supports an environment of respect. All students will be treated with the utmost respect. Students are asked to reciprocate respect to the instructors and respect each other. Name calling, slandering, inappropriate language or behavior directed towards others will not be tolerated.

**CLASSROOM DISMISSAL:**

Students will be dismissed by the teacher. Students are to throw out all trash and push in chairs before dismissal. Students will line up at the door before dismissal.

**CLASSROOM MATERIAL:**

Students will need to bring a designated JROTC notebook to class for notes and a pen or pencil each day. Students will need school appropriate athletic clothes and shoes for physical fitness training on Mondays and Fridays.

Students will be provided with a JROTC folder to organize papers and assignments and a Class A uniform for wear on Thursdays and designated occasions.

**Kirkwood High School Artificial Intelligence (AI) Policy:** At Kirkwood High, we want your learning to reflect *your own* thinking, effort, and growth. To make sure everyone has a fair chance to succeed, using AI tools, such as ChatGPT, Grammarly, or any other AI that helps write, research, solve, or analyze, is **not allowed** for schoolwork.

**Here is what that means for you:**

- **Homework and Assignments:** All assignments should be your own original work. You cannot use AI tools to write essays, answer questions, help you research or generate any part of your homework.

- **Class Discussions and Presentations:** When you speak in class or give a presentation, your ideas should come from you, not from an AI tool. This includes preparing your notes and/or slides.
- **Projects and Group Work:** Whether you are working solo or in a group, don't use AI to plan, research, or create any part of the project. Everyone in a group is responsible for keeping things "AI-free."
- **Academic Integrity:** Turning in work made by AI, or using it to get ahead, is considered cheating. It is not fair to your classmates, and it does not help you grow as a learner.

## **STUDENTS MUST BE ENROLLED IN JROTC TO BE ON ALL INTEGRATED-CURRICULAR TEAMS**

**PRACTICE:** Students that volunteer to participate on a team must attend scheduled practices. Practices will begin promptly at 2:45pm in the appropriate instructor's classroom. Students that have two or more unexcused absences will be removed from the team. Students will be allocated three excused absences before removal. Students and parents must communicate these absences with the instructor ahead of time. Failure to coordinate an absence with an instructor will result in an unexcused absence. Students that commit to attending a competition and fail to arrive without advance notice will be removed from the team. Academics are a priority, Students failing any subject will be placed on academic probation for seven school days, and will not be allowed to attend practice or competitions. This time is to be allocated for tutoring and studies. Failure to achieve a passing grade will result in removal from the team.

Students that fail to comply with these procedures will be placed on probation from JROTC activities until performance improves.

### **JROTC DRILL/COLOR GUARD/SABER TEAM:**

Provides leadership opportunities while conducting precision military drills and exhibitions with weapons. Drill Team (Color Guard, Squad, Platoon, Armed and Unarmed Exhibition) competes at the local, regional, and national levels. Practices are held after school.

### **JROTC MARKSMANSHIP TEAM:**

Provides leadership opportunities while training for and competing in postal and travel rifle competitions with other high schools and uses compressed air, pellet rifles. The Rifle Team competes at the local, regional and national levels. Practices are held after school.

### **JROTC RAIDER TEAM:**

Provides leadership opportunities while training for and competing in physically and mentally challenging competitions that include muscle endurance events like pull-ups/flexed arm hang, and rope climbs. Teams will also participate in distance running events (1-3 kilometers) and physical team tests, obstacle courses, map reading and orienteering, and rope bridges. The Raider Team competes at the local, regional and national levels. Practices are held after school.

### **JROTC ACADEMIC & LEADERSHIP BOWL (JLAB) TEAM:**

The JROTC Leadership & Academic Bowl (JLAB) is a nationally recognized academic competition created exclusively for JROTC students. By participating, cadets learn the values of

citizenship, leadership, academic competition, and college opportunity. It provides leadership opportunities while training for and competing in academic and leadership competitions with other local high schools as well as schools on a regional and national levels. Practices are held after school.

If you have any questions about the program or desire additional information, please feel free to contact the instructors.

This syllabus is subject to change. Updates will be distributed to parents and students.

“Stand Tall”

**ASSISTANCE:** We are here to support the Students. MSG Johnson and I have a variety of educational and life experiences and wish to see the Students achieve success in life. If academic assistance is needed, please ask for help.

MATTHEW L. WOLVERTON  
Major Retired  
Senior Army Instructor

**UNIFORMS AND EQUIPMENT ACCOUNTABILITY:** Cadets are expected to care for and maintain accountability of all uniforms, clothing and equipment issued to them as part of the JROTC program.

“I understand that, if I owe a debt to the United States Government related to the loss, damage, or destruction of individual clothing, I consent to the notification of the debt to my parent or guardian and notification of the debt, together with a request to my educational institution that my grades and transcript be withheld pending payment of the debt.”

### Parent Syllabus Acknowledgement and Information

Student Name (Printed): \_\_\_\_\_

Parent/Guardian Name (Printed): \_\_\_\_\_

Parent/Guardian Name (Signature): \_\_\_\_\_

Parent/Guardian Best Contact Number: \_\_\_\_\_

Parent/Guardian Email: \_\_\_\_\_

How do you best prefer I contact you regarding necessary updates on your child's grade, behavior, academic performance, etc (Please check all that apply)?

\_\_\_ Email (Please ensure the email above is correct).

\_\_\_ Phone (Please ensure the phone number above is correct and contains area code).