

Honors US I History
Mrs. Haskell
Course Policies and Procedures

Student of Social Studies,

Welcome to US I Honors History. This course fulfills the first of the two required courses of United States Study at Westfield High School. This course is organized around the theme of identity. Just like with each one of us, the United States has a story to tell about how it grew into the country it is today. Think about all of the things that have happened in your relatively short life that make you who you are, and you'll begin to understand how much there is to learn about the U.S.'s past. You will engage in an in-depth analysis of United States history encompassing the early national period through the early 20th century. Using this approach, you will be challenged to consider how the nation developed its identity and continues to redefine itself over time, both domestically and in the international arena. Numerous primary and secondary sources of reference will be utilized with an emphasis on direct student engagement in the learning process. Primary readings will anchor class discussions with the expectation that you will have completed outside research on the historic theme/time period under study. This course will provide you with the analytical skills and factual knowledge necessary to deal critically with issues and events in American history.

Classroom Expectations

- **BE READY:** You are to be prepared to begin class when the bell rings. You are to use the bathroom between classes and during your free periods. It is expected that you will report to class on time. You must be in your seat with the appropriate materials out or else you are tardy. Bring your supplies to class each day. The first time you are late or do not have supplies, you will receive a warning. Afterwards, you will face disciplinary actions.
- **BE HONEST:** All individual work should be your own (not copied from a friend or the Internet). Cheating will earn an automatic zero.
Note: I will not write a college recommendation for a student who is caught cheating.
- **STUDY:** Our tests/quizzes will be closed notes, closed book, so you will have to study for them.
- **FOLLOW ALL RULES:** Each student will respect every member of the class, as well as classroom property. The same school rules found in the Westfield High School Student Handbook apply in this classroom.
- **BE PREPARED:** All assignments must be completed and be in class by the assigned due date. If you lose your agenda or forget the homework, you should contact a classmate or you may contact me through email. Preparation for class will not always be writing; it may be reading or reviewing or working steadily at a slower, consistent pace is preferable to trying to cram in a large amount of work at an inconsistent pace.
- **Ask for help:** Be proactive, communicate your needs, and be a self-advocate. Schedule appointments as soon as you feel it is necessary - well before assessments and/or due dates is best. I am available during 3rd period and before school hours by appointment. Do not make appointments in class - **always email**.

Mask and Safety Requirements

- An approved mask which covers both your nose and mouth must be worn properly at all times.
- There will be no eating or drinking in the classroom - any water breaks can be taken in the hallway.
- If you need to blow your nose, take a tissue into the hallway and throw it away before returning to class.
- Students will remain at least 3 feet apart in the classroom.

Device Requirements

You are responsible for arriving to class with a charged device and headphones that connect to your computer. In addition, you must use your school email and credentials for all academic endeavors.

Notebook Requirement

You are required to keep a separate three ring binder for this class to manage all class materials and assignments. You must bring your notebook to class every day. You will need to create a special section in that notebook for journal writing. Your notebook will serve as another primary resource for reference. Be aware that material presented only in lectures, class discussion or readings will sometimes appear on exams. It is essential that you organize and manage your notebook throughout the course of the year as there will be both a mid-term and a final exam.

Class Folders

Quizzes, papers, and unit tests will be placed in individual student folders for your review. You will be expected to review the contents of your folder periodically, and if necessary, schedule a conference for personal review of any item which it contains. Folders need to be signed out in order to remove them from the classroom.

Evaluation Procedures

Your grade will be based on your performance on a variety of assessments:

❖ **Homework** = 20% of marking period average

I may not check everything that you do. This is an honors class and you are expected to meet your own high standards, not mine. You are required to keep all assignments in your notebook, even those which have been submitted digitally, and it must be brought to class every day and available for my review. Understand that failure to turn in work will negatively affect your grade.

Everything that is due for submission will be posted on the "USIH Assignments and Assessments" Google Doc located in Google Classroom under the "Course Information and Documents Folder". Any necessary revisions/updates will be announced in class, posted - with due dates - to the Google Classroom Stream and updated on this Google Document.

When I check an assignment the possible grades are as follows (Genesis conversions are in parentheses next to each mark):

<p>$\sqrt{+}$ ($\sqrt{++}$) = A (100%) fully complete; maximum effort shown $\sqrt{/}$/$\sqrt{+}$ ($\sqrt{+}$) = B (85%) less than full effort shown $\sqrt{}$ ($\sqrt{}$) = C (75%) missing some sections, lack of effort $\sqrt{-}$ ($\sqrt{-}$) = F (50%) late or very incomplete or make-up 0 ($\sqrt{-}$) = 0 (0%) missing, may be made up for late credit only (see below)</p>
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***Note about late work:** If you don't have an assignment in class when it's due, you will receive a zero. Any missing assignment must be turned in by the "late work due date" given during each marking period for a late grade of 50%. Otherwise, the zero will stand.

❖ **Quizzes** = 20% of marking period average

Quizzes will be administered periodically. They will assess comprehension of assigned reading and progress in unit guides. All quizzes will be placed in individual student folders for your review.

❖ **Class participation** = 20% of marking period average

Because this is a *social* studies course, class participation is extraordinarily important. Much of our communication takes place verbally and good skills are essential. A record of your participation will be maintained and a scale of grades established at the conclusion of each marking period.

You may check with me periodically to see how you are doing.

❖ **Papers/Unit Tests/Projects** = 40% of marking period average

Papers, unit tests, or projects will be averaged together for 40% of your grade. All tests, papers or projects will be placed in individual student folders for your review.

*Note that the percentage grades will be converted into letter grades in accordance with the Westfield High School grading scale.

Attendance/Absence/Tardy

If you miss a class, it is your responsibility to find out what you missed, and *your responsibility* to arrange for any make-up quizzes, tests, or assignments. If you do not show up to make up an assessment, you will receive a zero for the test or quiz. Do not schedule appointments during this class, always email.

If you miss an assignment on account of an *excused* absence, you will be given two days for each day missed to complete the assignment. This is school policy. If you miss an assignment on account of an *unexcused* absence, you will accept a zero for that assignment.

If possible, let me know **in advance** of any absence from class.

Course Website – The following resource will be used to help manage our course:

- **Google Classroom** - A class calendar and link to our class Google folder are located on this website. We will use this site for class announcements, resources and various in/out of class activities including, but not limited to large/small group discussion and collaboration as well as some assignment submission. You should check this **daily**.

Final Comments: *I hope that in reading through these sheets you will realize that there are multiple ways for you to be successful in this class. It will be important for you to identify your strengths and weaknesses in order to establish goals that will enable you to achieve the success you desire. If you need help, see me to arrange for a conference. Please remember to be respectful, conscientious and flexible, and I will do the same, as we all adjust to this new school year. Together we can make this year a success!*

Please sign the final sheet, remove, and return by Monday 9/13/21

Students/Parents/Guardians

If you have any questions or comments regarding class activities or student progress, please contact me through email at hhaskell@westfieldnj12.org.

Students, please sign below to indicate that you have read, and that you understand Mrs. Haskell's classroom policies.

Name

Signature

Parents/Guardians, please complete the information requested below. Please sign to indicate that you have read this letter.

Parent/Guardian Name

Signature

Phone (Home):

Email address:

Phone (Work or mobile):

The best way to reach me is by _____

The most convenient time to reach me is _____

Comments: