

CLASS RULES

- There are 3 rules to follow in this class:
 - *Be Ready*: Being ready means being on time to class. It also means bringing the required materials to class (pen/pencil, text book, notebook, etc.)
 - Part of being ready is using the restroom at appropriate times. Because a student asking to leave the room in the middle of class creates a disruption to others, each student will only be allowed **3 bathroom/drink passes per semester**. These passes can be used or saved and turned in at the end of the semester for extra credit.
 - Students without passes that need to leave the room at inappropriate times will be referred to the office.
 - *Be Respectful*: Show respect to everyone and everything! Being respectful means that you are not talking, reading, using your cell phone, or doing other homework while someone else is speaking.
 - *Be Responsible*: You are responsible for yourself and your actions.
- The rules and discipline policy as described in the student handbook also apply. Please be familiar with the handbook!

CELL PHONES/HEADPHONES

- Cell phones and headphones should be kept away during instruction, class discussions, and group activities. **This will be strictly enforced**. Violations of this rule will result in a discipline referral, which could result in a student having to turn in his or her phone to the office at the start of the school day.

CLASS MATERIALS

- Every student is encouraged to have a folder with loose-leaf paper in it that is devoted to this class. Assignments and notes should be kept in this folder.
- Students should purchase pens, pencils, colored pencils or markers, and several sheets of poster board. These materials will be used throughout the semester.

CLASS PROCEDURE

- You should keep a folder to store your class handouts and your notes. You are welcome to keep this folder in the cabinet drawers.
- Upon entering the classroom, you should look at the SmartBoard to find out what the day's agenda is. Have your folder out and a pencil ready.
- All assignments are posted on the class website.
- Extra handouts/worksheets are kept in the black bins on the counter.

CLASS WEBSITE

- All of the assignments and upcoming assignments are listed on the class website. Extra credit opportunities are also listed on the website. Here is the address:
 - <http://hartatready.weebly.com>
- On the class webpage, you will find links to Google Classroom, which will be utilized extensively throughout the semester.

TEXT

- *Magruder's American Government* (Prentice Hall, 2001)
- Various other handouts/readings will be assigned throughout the course.

GRADING

- Grading will occur on a variety of assignments including journal writings, group work, outside readings, tests, quizzes, and presentations.
- If you have a question concerning your grade, please ask during an appropriate time—not in the middle of class.
- The grading scale is as follows:
 - 100%-90%: A
 - 89%-80%: B
 - 79%-70%: C
 - 69%-60%: D
 - 59%-0%: F
- The final grade for this course will be determined as follows:
 - 1st Quarter Grade → 50%
 - 2nd Quarter Grade → 50%
- Each quarter will be worth approximately 450-550 points.

ASSIGNMENTS

- All assignments are due at the beginning of the period unless otherwise specified.
- No credit for assignments done in red ink.
- Please use the following heading in the upper right-hand corner:
 - Name
 - Date
 - Period
 - Assignment Name

LATE WORK

- Assignments are due on the announced dates, and are subject to penalty if turned in after the due date.
- No assignment will be accepted after the test for the unit.
- Essays and other large assignments will go down one letter grade per day. No credit given after 2 days.

MAKEUP WORK

- For regular daily assignments (other than essays or projects), you have as many days to make up the work as you have been “excused” for your absence.
- For assignments that cannot go home, you will have to make arrangements to makeup the assignment (or test) before school, after school, or during lunch.
- I will **not** pursue your makeup work. It is your responsibility to find out what you have missed in class and to find out what the day’s assignment was.
- Do not interrupt class to find out what you have missed. You may ask about makeup work before school, after school, or when class is finished.
- All makeup work is placed in the black bin on the counter. Assignments are also posted on the class Google Classroom page.
- The number one reason a student does poorly in class is failure to makeup their work. Do not neglect your responsibilities if you must be absent!

COURSE DESCRIPTION

- This semester long course will focus primarily on the workings of the United States’ government. Some of the larger topics that will be discussed include: the origins and purposes of government, the three branches of the U.S. government, an examination of judicial processes and individual rights, and a study of the U.S. Constitution. Upon completion of this, students should be able to demonstrate an understanding of the basic concepts and participatory processes of the American political system. The state required Constitution Test will be administered in this course. Here are the specific units to be studied:
 - Unit 1: Principles of Government
 - Unit 2: The Constitution and the Three Branches of Government
 - Unit 3: Political Parties and the Electoral Process
 - Unit 4: Civil Liberties
 - Unit 5: Criminal Law
- Throughout this course, you will be required to complete assignments based on course readings, outside research projects, and assignments based on in-class movies.

I have read this syllabus and I understand the course policies and expectations for this course.

Student’s Signature

Parent’s or Guardian’s Signature