**AP U.S. History I**

**ROOM MANAGEMENT PLAN**

**2016 – 2017**

**Mr. Szecskas “Z”, Room 319**

**sszecskas@lowell.k12.ma.us**

1. **Introduction/Welcome**

**Welcome back:** The following plan will be used as a guideline for the year for our class. I truly look forward in working with you this year; it should be challenging, fun and rewarding.

1. **Course Description:**

**Course Description:** The Advanced Placement United Stares History Course is a two year program at Lowell High School and is designed to prepare students for the Advanced Placement Exam. Students in this class will take the exam in May 2018. The course aligns with the College Board’s Advanced Placement guidelines, Massachusetts Curriculum frameworks for Social Studies and Lowell High School’s expectations for student learning. This year we will be covering the first 17 Chapters of the Out of Many text book.

1. **Objectives:**

Through individual assignments, group work and project based learning students are expected:

* 1. To attain an understanding of the educational standards, core knowledge, skills, and concepts define in the Massachusetts Curriculum Frameworks.
  2. To take increasing responsibility for educational decisions on a daily and long term basis.
  3. To think critically and solve problems using inductive and deductive reasoning.
  4. To develop an ability to use a variety of mediums in the process of learning, and demonstrate and communicate their acquired learning.
  5. To demonstrate respect for individual differences and appreciation for the diversity of a multicultural world.
  6. To understand and demonstrate a sense of community.

1. **Academic Areas**
   1. Test will be given approximately every two weeks at the end of a unit of study.
   2. Homework and Outline assignments will be graded +, √+, √, -, or 0. Homework will count for approximately 15% of your term grade.
   3. Homework assignments and any long-term assignment are due on time. Any major assignment that is late will be penalized one letter grade for each day late.
   4. You are required to attend class every day that you are in school. Missing work due to excused absences can be made up for credit as long as it is done within an appropriate timeframe. It is YOUR responsibility to make arrangements for making up quizzes and tests missed due to an excused absence.
2. **Academic Dishonesty/Plagiarism and Cheating**
   1. The willful giving or receiving of an unauthorized text, unfair, dishonest, or unscrupulous advantage in academic work over other students using fraud, duress, deception, theft, trickery, talking, signs, gestures, text messaging, copying, or any other methodology will not be tolerated. Any student participating in any of the above behaviors will be referred to their housemaster and will be issued a 0 for any assignment(s) pertaining to these behaviors.
   2. **Plagiarism** is the submission or presentation of another person’s work, language, thoughts, ideas, or expressions as your own original work. This includes all information downloaded from the internet. Any student who submits plagiarized work will be referred to their housemaster and will be given a 0 for the assignment. It is important to remember to correctly cite another person’s work using the MLA or APA format.
3. **Classroom expectations**
   1. Each student is responsible for the care and return of books. Students must pay for a lost book, or they will receive and incomplete grade.
   2. You expect others to pay attention to what you say and give you the courtesy you deserve. You should be attentive to fellow students and the teacher when they are speaking. It is expected that when another is speaking, YOU WILL NOT!
   3. No eating, drinking, sleeping, working on assignments from another class, getting out of seat without permission, ridiculing others, etc.
4. **Grading**
   1. Homework    20%
   2. Formative Classwork 20%
   3. Quizzes 25%
   4. Summative Assessments/**Tests**\* 35%

* Tests and Summative assessments and all longer assignments will be announced well in advance. The assessment will consist of any information studied during the quarter. Information will be drawn from previous notes, readings, tests, quizzes, and vocabulary lists.

**\*Tests** are subject to the following Second-Chance Learning policy:

**Second-Chance Learning**:

Second-chance learning is a strategy that provides students additional opportunities to learn and demonstrate what they know and can do, especially when summative assessments indicate that the essential knowledge or skills have not been demonstrated. The intent is for students to master the content. Every effort will be made to allow students the opportunity to demonstrate their understanding of the concepts and skills of a particular course.

● Second-chance learning opportunities shall be made available to students who have missed a summative assessment, to students who have failed a summative assessment, or to any student who wishes to reassess because she/he has earned below an 85% on a summative assessment. Student can earn up to an 85% on the reassessment.

● Students will have the opportunity to retake summative assessments within one week of the initial assessment.

● Students will need to make arrangements with the teacher for alternative times for relearning and retakes.

● Retakes will not be given during the student’s regular class period, and will be scheduled before/after school or during lunch.

● In order to promote self-reflection and student growth, as well as identify gaps in learning, students MUST return a completed “Second-chance Learning Reflection Form” with the original assignment

● Alternative assignments or assessments may be given to demonstrate a student’s knowledge or skills. Consequently, the retake will cover the same material but may be in a different format.

**● Retakes are not to be used as a regular practice by a student or as a substitute for effort.**

● Retakes will NOT be accepted after the close of a marking period.

1. **Attendance/Tardy Policy**
   1. Attendance will be taken at the beginning of each class. Absences in excess of 4 per quarter will result in a U-grade. Student’s housemaster will determine course credit. It is important to turn in all notes immediately after excused absence(s) to student’s housemaster.
   2. Students arriving to class without a hall pass after the bell will be marked tardy for the period. Three or more tardies will result in a discipline card sent to student’s house office. A student with an unexcused tardy to class of more than 10 minutes will be marked absent.
2. **Discipline**
   1. Classroom rules are simple
      1. Pay attention
      2. Be prepared
      3. No use of prohibited electronic devices
      4. Follow directions
      5. Be respectful of all students, teachers, and the room
   2. Consequences will occur in the following order
      1. Spoken warning
      2. Detention
      3. Call to your parents/guardian
      4. Housemaster card
      5. Removal from class

**This plan may be amended, if necessary, during the school year!**

Please sign and return this entire page by September 15, 2013

***Dear Parents/Guardians and Students,***

*WELCOME BACK!* ***I am delighted to be your child’s AP U.S. History teacher during this important academic year. I will work hard to provide students with opportunities to improve their reading, writing and critical thinking skills.***

***I have reviewed the course information and expectations with the students. However, knowing the benefits of strong home-school communication, I would appreciate your acknowledgement that you have also read and reviewed this information with your child. My academic and classroom conduct standards are attached.***

**A full syllabus for this 2 year class is available on GoogleClassroom please email me at sszecskas@lowell.k12.ma.us** if you need a copy of the full syllabus approved. This syllabus has been audited by the College Board Advance Placement Program.

**IF YOU are unable to access material via the internet AND/OR if you need materials provided in a language other than English, please let me know:**

**I need material printed and sent to me.**

**I need material provided in another language.**

**Language: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***I look forward to working with your child and meeting you at the upcoming Parent’s night in October. If you have any questions or concerns, please contact me at any time. My email is*** [**sszecskas@lowell.k12.ma.us**](mailto:sszecskas@lowell.k12.ma.us)

***Respectfully Yours,***

***Stephen Szecskas***

*I have read and reviewed the class rules, course goals and requirements with my child and I understand the expectations in AP U.S. History class this year.*

*Parent/Guardian’s Name (please print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Parent/Guardian’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Parent/Guardian email (optional) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*I have read and reviewed the class rules, course goals and requirements, and I understand the expectations in AP U.S. History class this year.*

*Student Name (please print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Student’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Student’s email (optional)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*