Leadership 1 – Ms. Allison Miller

CLASS DESCRIPTION
Leadership 1 introduces students to the foundations of leadership and uses leadership theory and experiences to teach principles and skills needed to grow individually as a leader.

OBJECTIVES
Students will be able to:
- Value the importance of leadership.
- Identify and exhibit laws of leadership.
- Serve the community and the school.
- Plan and carry out events.
- Organize and carry out a service project.
- Experience the benefits of teamwork.
- Read and discuss a novel.

VALUES (RULES)
- Commitment to personal growth & generosity toward others
- Innovative approaches & unwavering integrity
- Excellence in process & respect for people
- Initiative with hustle & attitude of fun

BOOKS
Students will receive a personal hardback copy of the following book, which is covered in the course fee:
- The Lost Choice by Andy Andrews

Students are not required to have a copy of the following book, but it will be used in class:
- The 21 Irrefutable Laws of Leadership by John Maxwell

PROJECTS
- Week of Caring (September 11-15) – Students will participate in several class activities to honor members of our society who serve our community.
- Ropes Course Field Trip (Date TBA) – Students will spend a day on the ropes course at a local facility. Transportation will be by bus. The cost will be announced at a later date.
- Group Service Project (October-December) – Students will be placed in small groups to carry out a community service project outside of the leadership class on their own time. Each student will receive a group grade and an individual grade which will be determined in part by a ranking given by classmates and by group peer evaluations.
- Theodore Leadership Conference (Spring 2018) – Students will attend Theodore’s Leadership Conference all day in the Theodore auditorium.
- Others as announced.

CONDUCT
- Students should possess a 2.5 grade point average, good discipline record, and positive teacher evaluations. Leadership students are expected to exhibit integrity, respect, dependability, a good attitude, school pride, and Theodore Leadership values in all aspects of Theodore life, including time outside of the leadership classroom. Exhibiting school pride includes obeying school policies such as the uniform, tardy, and cell phone policies. Each student’s grades, attendance, and discipline record will be examined throughout the semester, and teacher evaluations will be submitted to monitor behavior. Teacher-student conferences will be held to assess conduct.

CLASSROOM REGULATIONS & PROCEDURES
- Beginning the Day: Enter the classroom in an orderly manner. Turn in paperwork, sharpen pencils, etc. Sit in your desk, and start on the bell work for the day.
- Ending the Day: The teacher, not the bell, dismisses students.
- Work Requirements: Pencils or black or blue pens may be used. You may write on the back of the paper. All work turned in must be neat and legible. Sloppy work will not be graded. Headings on papers should appear in the following way in the top right hand corner of the page:
  - John Doe (first name and last name)
  - 8-8-17 (date)
  - 1st Block (class block)
Finishing Early: When you finish an assignment early, do not talk or disturb your peers. Work on another assignment for this class, read silently, or study your notes.

Answering Questions: Unless instructed otherwise, raise your hand and wait for the teacher to call on you before answering a question.

Watching Films: When a film is shown in class, students are expected to actively watch the film. Students may not close their eyes, lay their heads down on the desks, or do any writing that is not related to assigned classwork.

Passes: No hall passes will be issued for any reason except for official leadership business.

Cheating: Cheating will not be tolerated in any form. Cheating includes copying work off of another student’s paper, asking another student for an answer, and copying another student’s work in lieu of doing individual work missed when absent.

Consequences of Misconduct: Consequences of misconduct include a verbal warning, student conference, extra assignment or detention, parent contact, parent conference, discipline referral, or expulsion from the class.

Students who do not actively watch the film may be required to do written assignments in place of watching films or may be written up for nonparticipation in class.

GRADING SYSTEM

- Types of Evaluation Measures: A variety of evaluation types will be used, including participation, class assignments, projects, etc.
- Grading System: Points are allocated to each assignment or project. All work will not carry the same weight. For example, a class assignment may be worth 15 points and a project may be worth 100 points. All major assignments and projects will count toward 60% of the course average. All daily assignments and classwork will count toward 40% of the course average.

Example Calculation:
To get your project average and classwork average, add up all of your earned points and divide by the possible points.

<table>
<thead>
<tr>
<th>Projects (60%)</th>
<th>Classwork (40%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quiz</td>
<td>Participation</td>
</tr>
<tr>
<td>40 / 40</td>
<td>15 / 15</td>
</tr>
<tr>
<td>Report</td>
<td>Bellwork</td>
</tr>
<tr>
<td>86 / 100</td>
<td>22 / 25</td>
</tr>
<tr>
<td>Group Project</td>
<td>Worksheet</td>
</tr>
<tr>
<td>122 / 150</td>
<td>47 / 50</td>
</tr>
<tr>
<td>Total</td>
<td>Total</td>
</tr>
<tr>
<td>248 / 290</td>
<td>84 / 90 = 93.3%</td>
</tr>
</tbody>
</table>

To get your class average, multiply your project average by 0.6 and multiply your classwork average by 0.4 and then add the two numbers together.

85.5 x 0.6 = 51.30
93.3 x 0.4 = 37.32
88.62

TARDY & UNIFORM POLICY VIOLATIONS

- According to the Theodore policy, the guidelines for tardy and uniform violations are as follows:
  - 1st violation: Teacher warning
  - 2nd violation: Parent contact by teacher
  - 3rd violation: Send referral with dates to administrator, administrator will notify parent
  - 4th violation: Referral and one day retract
  - 5th violation: Referral and one day suspension
  - 6th-9th violation: Repeat 1-4
  - 10th violation: Referral and two day suspension
  - Over 10 violations: Progressive discipline

ATTENDANCE POLICY

- Excuses must be brought to school within three days of the student’s return to school.
- No more than four days can be excused by a parent note.
- As of the fifth unexcused absence, credit for the course will be denied.
- After 15 total unexcused absences, a student may be withdrawn from school and reported to the Department of Public Safety for suspension of driver’s license.

MAKE-UP POLICY

- All previously assigned work must be turned in the day you return from an excused absence to receive full credit.
- If you miss bell work, you are responsible for getting missed bell work from a classmate. Absences do not excuse you from bell work.
If you are absent one day, you have one day to turn in missed assignments to receive full credit. If you are absent two days, you have two days to turn in the work to receive full credit, etc.

It is your responsibility to make up missed work and projects.

All policies described above apply to absences due to field trips, school activities, retract, and suspension.

HOMEWORK

- If needed, homework assignments will be given throughout the semester. Students will be required to do a service project outside of class.

PLANNING AND CONFERENCE

- Students and parents may schedule an appointment for a conference or to make up work during the planning block, before school, or after school.

FEES

- $25 course fee due by September 8 (includes t-shirt, The Lost Choice hardback novel, and other class materials)
- Ropes course field trip fee TBA

MATERIALS NEEDED

These materials should be in class as soon as possible, but by no later than August 14:

- Three ring binder with pockets
- Four dividers labeled: Quotes, Classwork, Projects, Novel
- Black or blue pens and #2 pencils
- Loose-leaf notebook paper

NOTEBOOK

- Organization is essential to leadership success; therefore, every student is required to organize his or her work in a three-ring binder. The three-ring binder should contain loose-leaf notebook paper and four dividers labeled: Quotes, Classwork, Projects, and Novel.
- Notebooks may be checked periodically. Students will be notified several days in advance of notebook checks.
- Quotes: Every day, students will make an entry in the quotes section of their notebooks. Entries will consist of quotes. Each Monday, quotes from the previous week (Monday-Friday) will be collected. Quotes from one week should all be written on one page, so only one page should be turned in each Monday.
- Classwork Section: This section of the notebook will contain all notes, worksheets, etc., for the class unless told otherwise.
- Project Section: This section of the notebook will contain all information regarding special projects that students are assigned to manage or help with.
- Novel Section: This section of the notebook will contain all worksheets and information regarding the novel.

FILM RATINGS

The class will watch films appropriate to the genre and maturity of the students. Most of the films will be not be rated or will be rated G or PG. Films rated PG-13 or higher will be edited if necessary or will be shown on a Clear Play DVD player, which filters inappropriate material. See the list of probable titles and ratings on the parent permission form.

COMMUNICATION

Students will be contacted periodically through Remind 101 messaging system. Students can register in two ways:

- If you have a smartphone, you can get push notifications. by opening your web browser and go to the following link: rmd.at/theolead? Follow the instructions to sign up for Remind. You'll be prompted to download the mobile app. (Enter your block number – 1,2,3,4, or 5 in place of the ?)
- If you don’t have a smartphone, you can get text notifications. by texting the message @theolead? to the number 81010. If you’re having trouble with 81010, try texting @theolead? to (757) 448-3717. Standard text message rates apply. (Enter your block number – 1,2,3,4, or 5 in place of the ?)

Theodore Leadership news and photos will be posted in the following places:

- Website: www.theodoreleadership.com
- Instagram: @theodoreleadership
- Facebook: @theodoreleadership
- Twitter: @theodorelead