

Welcome!

Class will begin when the bell rings, at this time please be in your seat ready to work. To ensure your success, bring the following items to class with you daily:

- A three ring binder (1.5 or 2 inches) – you will be supplied with the dividers for this binder and most of its contents. This notebook will be collected occasionally, so be sure to keep all of your notes and assignments in it and organized. Throughout the year you will accumulate many materials for this class, please only store your Holocaust/ Genocide materials in this binder.
- A supply of loose leaf paper, to be kept in your class binder. This may need to be replenished throughout the year.
- Pens or pencils
- Class textbook, "Blood and Soil: A world History of Genocide and extermination from Sparta to Darfur"
- Your agenda to record assignments.
- Completed homework

### Academic Dishonesty

All forms of academic dishonesty are considered serious offenses within the school community. A student who commits such an offense runs the risk of a range of sanctions including failure of the course. Academic dishonesty includes plagiarism as well as any deliberate attempt to gain unfair advantage academically for oneself or others.\*

Examples of Academic Dishonesty/ Cheating:

- Giving your work (homework, tests, and projects) to others
- Copying another persons assignments
- Plagiarism
- Giving or taking information during tests/quizzes
- Discussing test questions with others after you have taken a test and before others have taken a test/ quiz

**PLAGARISM:** All forms of academic dishonesty are considered serious offenses within the school community. A student who commits such an offense runs the risk of a range of sanctions including failure in the course. Academic dishonesty includes plagiarism as well as any deliberate attempt to gain unfair advantage academically for oneself or others. Dishonest practices including fabrication of data, cheating or plagiarism. Plagiarism means presenting work done (in whole or part) by someone else as if it were one's own. The consequences for plagiarism range from a mark of zero on the assignment to a failing grade in the course.

## Classroom Policies

- ✓ Students are required to be on time, to class.
  - Students are allowed four (4) minutes between each class to travel from their previous class to their next class. This is an ample amount of time therefore if you are late for class you will be required to have a pass signed by another faculty member. If, by chance you do not have a pass you will be required to fill out a **late slip** (*late slips are located in a folder on the front cook case as you walk into the room*). Once a student has accumulated three late slips, he or she will be assigned **After School Detention** (*level 1 detention*). Each additional late that a student accumulates will result in an additional ASD (*the level of disciplinary action is dependent on the number late slips that have been accumulated*).
  - “I was at my locker”, is not a viable excuse for being late for class.
  - “I had to get a drink at the vending machine”, is not a viable excuse for being late for class.
  - It is your responsibility to be in class on time, so please come to class in a timely manner to avoid disciplinary action.
- ✓ Students **will be** courteous and respectful of **all** of their classmates and their instructor.
- ✓ Students will follow the Franklin Academy rules and policies documented in the student handbook.
- ✓ Students are responsible for maintaining the condition of school property. (No defacing of school property: books, desks, room, computer lab, etc...)
- ✓ Be prepared for class (sitting in your seat when the bell rings and having the required material out and ready to go when the daily lesson begins.)
- ✓ The classroom is not the place for foul or obscene language.
- ✓ Water and/ or juice may be allowed until there becomes a problem with spilling, empty bottles being left in the classroom, passing around drinks to your friends, etc.
- ✓ Snacks are fine, do not let them become the focus of your time in class. Do not be late because you needed your snack. Also a snack is something quick to eat that will take the edge off being hungry therefore do not bring a four course meal or buffet to class. If this happen you will be asked to put it away.
- ✓ I do not mind if students chew gum but snapping and blowing bubbles is not permitted due to the distraction that is created to fellow class members. If a student snaps or blows bubbles they will be asked to throw their gum away. If this becomes a reoccurring problem, the entire class will be restricted from chewing gum in my class.
- ✓ Students will remain in their seats until the bell rings. There is no need for students to crowd around the door at the end of the period.

## Ensuring Good Grades

MEETING DEADLINES – Homework: ready to be checked for credit when the bell rings (labeled and dated).

Essays/Projects: If the job is incomplete at the start of class, the assignment is late. It is the responsibility of the student to have the assignment completed in its entirety and handed in or presented on the assigned date. Any late essay or project assignment with the exception of a take home cannot achieve a grade higher than an 80 %.

Take Home Tests: It is the responsibility of the student to hand the exam in on time. If the test is not handed in on time the student may have an extended night to complete the test, for which he or she will not be able to achieve a grade higher than 75%. Also the student must make arrangements to have the exam handed in to me by 9:00 a.m. the following morning of school. If the exam is not received by 9:00 a.m. a grade of 0% will be earned.

## GRADING

### **Exams/ Tests: 45%**

Exams are tools that the instructors will utilize in order to evaluate the students comprehension and retention of the material that has been presented to the class. Exams will be given at the end of each topic (unless otherwise noted by the instructor). Exams will consist of but are not limited to the following: Definitions, Multiple Choice, True/ False, Short Answer, DBQ's (Document based Questions) and/ or Essays.

Another form of testing assessment will be the participation. This class will have discussions everyday about past and current genocides that have or are occurring therefore it is crucial that the students read and discuss in an open forum thoughts ideas and information that they have discovered. Participation in the discussions will be graded as follows: (*responding requires than yes, no, I agree, I disagree*)

No participation (sitting in class)	55%
Asking or responding 1 x to question or comment	60%
Asking or responding 2 x to question or comment	65%
Asking or responding 3 x time to question or comment	75%
Asking or responding 4 x to question or comment	85%
Asking or responding 5 x to question or comment	95%
Asking or responding 6 x or more to question or comment	100%

During the course of the year you will be given projects and or essays to write that you will be required to complete. These projects will be weighed as exam/s grades. (The topics and outlines of the projects will be given to the class at the discretion of the teacher during the course of the school year.)

**Projects:** During the academic year you will have to complete projects for this class. Your projects will be graded according to the following criteria.

- a) Assignment/s that will be handed in **must be typed**. If you do not have access at home, the Franklin Academy Library has adequate terminals and software to accommodate your needs.
- b) Each project will be weighted as a test grade, multiplied by three (3).
- c) Spelling and grammar will count toward the students' final grade of the assignment.
- d) The grade will be based upon correct completion of the assignment criteria in addition to correct spelling, punctuation, and grammar.

### **Quizzes: 40%**

Quizzes will be based on the vocabulary, geography, material covered during the chapter lectures and class discussions, and the literature you read.

Current events will also be an element that students will be quizzed on. Students should be aware of events that occur globally, nationally, within their state, and locally. Therefore it is the responsibility of the students to become familiar with what is going on around them. Students are not assigned to watch the news or read the paper everyday but rather to become aware what is happening around them via the internet, radio, news (national, state, local) or by reading periodicals. (Current events quizzes can occur at anytime during the week.)

## **Homework/ Class Participation: 15%**

You will be given homework over the course of every unit. It is not our intention to burden students with multiple hours of homework every night but it will be given throughout the week. The homework that is assigned will set the stage for the upcoming lecture on the following day. We will try not to give homework over the weekends but some times it will be inevitable.

All homework needs to be complete and ready to be checked when the bell rings.

Playing sports is a **privilege not an excuse**. It is the responsibility of the student to show the teacher the homework from the night before and/ or have the assignment completed for the next day.

*"I left early yesterday for a game."* is not a viable excuse and will not be accepted.

If the homework is not shown to the instructor before the student leaves for the game a grade of 0% will be earned

Homework will be graded in two different manners:

- 1) I will collect homework such as: maps, essays, chapter review questions, and other writing assignments due to the level of difficulty and the amount of time that students' spend completing the assignments.
- 2) All vocabulary terms, section review questions, and reading guide questions must be written in complete sentences. If the homework is not in complete sentences the students will not earn credit for the assignment.
- 3) Homework such as vocabulary, section review questions, and reading guide questions must be written in complete sentences. If the completed assignment is not written in complete sentences students will not receive credit. This work will be graded in the following fashion.
  - a) 100 % for that particular homework assignment if the entire assignment is completed.
  - b) 50% for that particular assignment if at least half of the assignment is completed.
  - c) 0% will be earned for an assignment that is less than half or no attempt or minimal attempt is given towards a particular assignment.

## **Attendance Policy**

I am aware that being sick and family emergencies are variables that are uncontrollable. Absenteeism is a contributing factor that will cause a student to not receive credit for a class, regardless of his or her average.

\*Excessive Tardies To School: *Excessive tardies to school will result in disciplinary action.* On the third unexcused tardy to school, students will receive a warning. After the third unexcused tardy to school, detention may be assigned. (Excused tardies are tardies due to personal illness, death in the family, impassable roads, religious observance, quarantine, required court appearances, attendance at health clinics, approved college visits, approved cooperative work programs, military obligations.)

\*New York State considers all other tardies to school as unexcused, whether they are the fault of the student or parent. (i.e. family vacation, hunting, babysitting, haircut, work, overslept, etc.)

\*Notes from Parents: When a student is absent, a note written by the parent explaining the absence must be turned into the attendance clerk within 3 days of the absence when students are entering the building in the

morning. *After 3 days, if no written excuse is received the absence(s) will be marked as unexcused. Students with (9) or more unexcused absences will have detention(s) assigned for every unexcused absence after that.*  
\*Absences can only be recorded as "excused" upon receipt of a written signed explanation from the parent for one of the reasons stated in the Excused Tardies section. *Students are expected to assume the responsibility for turning in excuses in a timely manner.*

\*When a student has accumulated 3 unexcused absences, the attendance clerk will send home a written letter to the parents. This letter will state the dates of the unexcused absences and the District's Attendance Policy. Successive letters will be sent home every time the student accumulates 3 additional unexcused absences.

\*After 9 excused or unexcused tardies to school, the principal or attendance clerk will contact the parent/guardian to determine whether a pattern or problem is present. At this time, a doctor's statement may be required for each additional tardy to school.

\*Exempted Absences: The following are to be considered exempted absences and will not be counted as an absence for the purposes of implementing this policy. However, these absences should still be specifically noted in the grade book.

\*Music lessons which are scheduled in conjunction with a regular course of study.  
Appointments scheduled by Guidance or the Health Office.  
Attendance at CSE, Child Study, or 504 meetings.  
In - School Detention or Suspension from class or school when an alternate, approved educational program has been used.

Other educationally related or school sponsored activities such as:

Field trips  
Sports trips  
Senior trip  
State testing  
College Interview  
AP/ College Testing  
Other reasons with the principal's approval

\*Daily Attendance Procedures: Attendance will be taken during homeroom. Students who are not in their assigned rooms at this time will be considered absent. If a student is late to homeroom, they are considered tardy to school.

\*Attendance Records: The record of each student's presence, absence, tardiness and early departures shall be kept in a register of attendance in a manner consistent with the Commissioner's Regulations. An absence, tardiness or early departure will be entered as "excused" or unexcused" along with the District's code for the reason. *The actual number of absences, not just those counting toward the maximum allowed, will appear on Interim reports and report cards.*

\*Missing More Than 20 Minutes of a Class: If a student is not in attendance for at least twenty minutes of class, the student will be marked absent. This absence will count toward the maximum number of absences allowed unless the reason for the missed time is included in the *Exempted Absences* section above.

\*Notifying Students and Parents: In addition to the attendance reported on interim reports and report cards, teachers will send notices home when a student reaches each 5-absence increment and also reaches two-thirds of the maximum allowed absences.

*\*Extending Opportunities To Make Up Missed Work: It is the student's responsibility to complete missed work in a timely manner. A student has the number of days absent plus one day to complete the missed work. Teachers should make themselves available to respond to questions from students about work missed. Only those students with excused absences must be given the opportunity to make up a test and/or turn in a late assignment for inclusion in the calculation of the performance portion of their final grade. The teacher is not obligated to extend the opportunity for makeup work to students with unexcused absences. Makeup opportunities may be denied to those with unexcused absences.*

The nature of the make-up opportunity may also be dictated by the circumstances surrounding the absence. For example, students who miss a day due to a funeral, a court appearance or a college interview will be required to make up the work. For students who miss class because of a field trip, a teacher should assess whether the trip itself can serve as a substitute for the classroom instruction otherwise missed on that day. If not, some other suitable make-up opportunity could be extended.

\* = Taken from the Franklin Academy student / staff handbook

If a student misses a day of school he/ she will be required to hand in or show the teacher the missed assignment/s within the allotted time given according to the student handbook.

- **A STUDENT HAS THE NUMBER OF DAYS ABSENT PLUS ONE DAY TO COMPLETE THE MISSED WORK**
  - o **Example: If a student was absent for two consecutive days he or she will have a total of three days to present the missed work to the teacher.**
- Make arrangements to meet with fellow classmates or the teacher before school, after class, during study hall, after school, during lunch or on the teacher's website to find out what material or assignments that were missed.

### Make Ups

If you are absent on the day of an exam or a quiz, you would be expected to complete the test or exam upon your return to school. (Come and see Mr. Bush and schedule a time/period to complete you test or quiz. I am usually on campus at 7:00 am and stay until 4:00 pm.)

Each student will have to complete the test or quiz before the end of the 5 week interim or before the end of the quarter. If the student fails complete the test or quiz before the end of the 5 week interim or before the end of the quarter a grade of 0% will be earned and entered into the grade book.

Students will be made aware of the tests or quizzes that are not complete and needs to take the initiative to complete the assessment. If the student missed a test or quiz their name will posted on the white board in the back of the classroom under their designated class period as a reminder. The name of the student will be written indicating what chapter exam or quiz you missed and when the assignment is due.

Make ups for a quiz or a test will not be completed during the students scheduled class period. The student must make arrangements with the instructor to come in before school, after school during a study hall, or during their lunch period to make up the quiz or test.

## Electronic Devices in the Classroom

No cell phones, radios, CD players, tape players, game-boys, MP3 players, laser pointers, etc. may be used on school property during school hours. Use of these items on school property, during the school day will result in their confiscation. They will be returned at the discretion of the building administration.

### ACCEPTABLE USE POLICY FOR TWO WAY COMMUNICATION DEVICES

**Acceptable and Restricted Uses:** Student use of electronic paging or two way communication devices (e.g., beepers/ cellular phones) during school hours is prohibited, except as specifically authorized by the building principal. Any student found violating this policy shall be disciplined accordingly.

#### **Consequences of Violations:**

1. Immediate confiscation of the involved device(s) or media as appropriate depending upon the nature and severity of the violation, the confiscated device(s) or media may be held in evidence indefinitely.
2. Students may be allowed to retrieve their device at the end of the day.
3. Students parents will have to come into school and retrieve the device.
4. Detention, suspension, or expulsion as deemed appropriate by school/district administration.

\*Taken from the Franklin Academy student / staff handbook

**\* All satchels, man bags, backpacks, purses, and murses will be placed on the shelving unit in the front of the class when the student enters. If the student has an issue with this then the item should be left in his or her locker.**

### End of Each Quarter

At the end of every quarter we will sponsor a party for class with the highest overall average. Each average of each member of the class will be calculated into the final average. The class with the highest average will receive: donuts, juice, milk, cookies fruit, (Morning classes) Pizza, juice, fruit (afternoon classes) during their scheduled class period. The contents at these parties will conform to the Franklin Academy wellness policy.

In order to be eligible to earn a party the class's overall average must improve each quarter.

We encourage any parent, guardian, or student to contact us at any time via the telephone (518) 483-7807 or email if there are any concerns regarding a class room policy, well-being, or academic standing of their student.

Mr. Bush: <http://mrwbush.weebly.com/>

**I have read the rules and expectations for the Holocaust/ Genocide class. I understand these expectations and I agree to abide by them.**

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**Signature of student**

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**Date**