

Action Faction 2019-2020

Team Syllabus and Policies

Teaching Team

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Guiding Principles

Our teaching philosophy helps inform our Guiding Principles, which are meant to be reminders for our students and ourselves:

1. **Be invested.** Be aware of your role in affecting various communities. Understand the balance between your needs and the needs of those around you.
2. **Be fearless.** Be brave to take risks as a learner, embrace differences, be open-minded, and push through your fear.
3. **Take action.** Leave “it” better than you found it. (“It” can be a thing, a place, a situation, etc.) Advocate and be the change!

These guiding principles will apply to everything that we do this year, from developing a positive classroom culture and treating others respectfully to completing projects and growing as proactive citizens of our classroom, HTHCV, and the world at large. You will also be adding your own personal guiding principle to help frame your unique learning experience this year.

Class Participation

We expect that you will come to class on time and ready to listen and be actively involved in the discussion, project or activity. In order for us to have successful classrooms, we need your help and participation! This can mean several different things in practice.

What does participation *look* like?

1. **Ask Questions:** This helps you as well as other students who may have been wondering the same thing!
2. **Help your peers:** It is an expectation that you will assist your classmates when you can, either by answering their specific questions, or by explaining the answers through example.
3. **Collaborate in group work:** We will often be working in groups of students, and you are expected to treat your partners and teammates with respect, and help contribute to completion of the task at hand.
4. **Ask for Help:** If you or your group has a problem that you cannot solve, talk with your team teacher and we will try to help you find a solution.

Academic Integrity

Students’ work should always be their own original creations. Many times, our work will be informed by the work of the course. We will learn how to pay tribute to the ideas and words of others using MLA formatting style. Please ask if you have any questions, concerns, or need clarification about how to properly cite others’ work or whether what you are doing is appropriate.

Academic dishonesty of any kind will not be tolerated. This includes cheating on tests, copying others' work, giving access to work to another student so that they may copy, talking during exams, and other infractions that consist of giving answers or passing off others' ideas as your own. Students who choose academic dishonesty will receive a zero for the assignment for the first violation and an "F" in the course for the second. Parents will be notified in all instances.

Attendance and Late Work

If you are absent from school, it is your responsibility to find out what you missed and to make up any missed work. Generally, you are extended the number of days you were absent to make up missed work. Long-term projects do not get an extension, except in extraordinary circumstances.

Late work will be accepted after the deadline for partial credit of your earned score until the end of that particular project or unit.

After the completion of each project/unit, any associated work will no longer be accepted. Due to the nature of project-based learning, it is essential that you and your family plan to take long vacations or traveling opportunities during our many scheduled breaks throughout the year. It is very challenging to make up experiences that you will have in the classrooms, and as a result, group projects quite often suffer considerably. Also, for similar reasons, please schedule doctor/dental appointments during after-school hours, which almost every dentist and doctor provide. We also encourage families to avoid scheduling vacations during school days.

Behavioral Expectations

Keep Our Learning Space Clean!

As citizens of the Action Faction, we hope that you will be active in working with the team.

Remember, one of our guiding principles is to, everyday, leave "it" better than you found it. This especially applies to the space in which we will spend our year learning and growing together. Don't throw things across the room or into the trash can.

Food, gum and drinks, except for water, are not allowed in our classrooms. Please dispose of these things before class starts. Students who do not honor this rule will be put on cleanup duty for an entire week.

Cell Phones and Computers

You will often use the school laptops during school to research, document and develop their projects. With this privilege, we have expectations that students will exercise respect and caution. These expectations are in addition to the school policy for laptop usage.

1. Students cannot have food or water within three feet of the computers when in use.
2. Students will stay on task and on topic when using computers (no texting, posting on social media, computer games, YouTube, etc.).
3. Students will use computers in class when permitted by the teacher for class activities. Please do not come into class and grab a computer on your own.
4. Due to limited availability, students will only be able to use laptops shared within the team.
5. Students will be mindful of the amount of printing that they do in class.

Let's help save the planet. :D

It is against school policy to use your cell phone during school hours. If you need to use your cell phone to text a parent/guardian, arrange a ride home from school, or any other instance that requires you to use your phone for non-social circumstances, please ask for permission. If you are

seen using your cell phone without permission, it will be confiscated and sold on eBay. Just kidding, but we will take it away for the rest of the day.

FAMILIES, we ask for your support in this regard by minimizing texting or calling your student during school hours.

Exhibitions

One of the major values of this school is the presentation of student work for the public. You will participate in several exhibitions throughout the year. Parents will be given notice of the date of these exhibitions. Students are expected to stay at school the entire day of exhibitions to help set up, clean up, and get projects ready to present. You are also expected to dress professionally on the date of exhibitions. **Missing an exhibition will result in a non-passing score for that specific project.**

Office Hours

Ms. Marisol will offer office hours on Monday and Tuesday mornings until 8:15 and during lunch by appointment.

Mr. Laszlo will be offer office hours on Monday and Thursday after school, and during lunch by appointment.

Mr. Burger is going to have a clipboard with a signup sheet for office hours. Sign up for a time that works for you!

Mr. David will offer office hours Monday and Tuesday after school and during lunch by appointment.

Donations

If you are interested in donating to our team, please consider Amazon gift cards. Those are great for general classroom supplies, books, project supplies, etc. We will also be planning our camping trip during 2nd semester, and that will be another great opportunity to give.

Dear parents/guardians,

Once you have read the syllabus carefully with your student, please have him/her return the last page to class. The syllabus should remain in the student's notebook for future reference. Please make sure you have paid special attention to the sections regarding EXHIBITIONS and FIELD TRIPS, as these will be integral parts of our team projects this year.

Thank you! Action Faction Team :)

By signing below, you and your parent/guardian acknowledge that you have read the syllabus presented above and that you understand the class policies outlined within it.

Keep the syllabus in your notebook or another safe place and bring this portion back to class by Friday, August 30th.

_____	_____	_____
Student name	Student signature	Pod
_____	_____	
Parent/Guardian name	Parent/Guardian signature	

Parent/Guardian Contact Information

Preferred contact phone number _____

Preferred contact e-mail _____