

COURSE REQUIREMENTS

Foundations of Knowledge

Methods of Instruction

Instruction in the Foundations of Knowledge class will include a variety of methods. Students will participate in both whole class and small group discussions. They will learn how to take notes from lectures, transparencies, written materials, and audio and video recordings. We will concentrate on higher level thinking skills that will help prepare students for other courses.

Textbooks, Edmodo Codes and Remind.com Codes

Most of the books that Foundations students will use will be provided in the classroom: Writers, Inc., Vocabulary for the College Bound, and The Seven Habits of Highly Effective Teens. Please join the appropriate groups below

Edmodo Group- Foundations of Knowledge 2017- code: 222nam
Remind.com text @FTS2021 to 81010

Materials

- 1- Notebook: You should have one notebook, a three ring binder with loose-leaf paper that can be used for keeping up with notes and other materials that pertain to Foundations. You should bring your notebook to class every day, along with a pen for taking notes and completing assignments. You may use a pencil for some assignments and tests, but you should always have a pen with you. Label the outside of your notebook with your name, class title, teacher, and room number in case it is misplaced. Your notebook may be graded at the end of each nine weeks. Use labeled dividers to separate your notebook into the following sections:

Course information: used for handouts and other general information

Notes: used for taking notes daily in class

Vocabulary: used to keep lists of vocabulary words and vocabulary assignments

Assignments: used to keep assignments that have been returned to you or that are ready to be turned in

Journal: used for informal writing done in class

- 2- Loose Leaf Notebook Paper: You should have college ruled loose-leaf paper with you every day. Keep it in your notebook. I do not accept work turned in on paper ripped out of a composition book.
- 3- Colored Pencils: Students will need 3-4 colored pencils throughout the semester to help with editing and peer review assignments.
- 4- Pencils and Pens: Please be sure to bring writing materials everyday!

Agendas

All students should have their school-issued agenda to keep up with due dates for homework, tests, and projects. The Global School provides one for each student. In Foundations, the agenda is considered a textbook and should be brought to class each day. It will also serve as their hall pass so IT IS IMPORTANT TO HAVE WITH YOU AT ALL TIMES!!

Absences, late work, and make-up work

It is YOUR responsibility to make up work missed, including tests, when you are absent. It is to your advantage to turn in work as soon as possible after an absence. Work that is assigned before you are absent should be turned in the day you return. If you are absent the day before

a test, and the test was announced before you were absent, you are still expected to take the test with the rest of the class. If you are absent the day of an assigned test, you are expected to take the test the day you return.

You have 5 days to make up work that is assigned while you are absent, but YOU MUST BRING A NOTE FROM A PARENT OR GUARDIAN. Without a note, you will receive a zero for assignments or tests missed because of an absence.

If you are absent:

- Show the teacher a note when you return to school.
- If you will be absent from class because of a field trip or some other reason that is anticipated in advance, YOU MUST NOTIFY THE TEACHER BEFORE YOU ARE ABSENT and make arrangements to make up work.
- Check the class partners to see what was covered in class.
- Complete any missed work and turn it in.
- Schedule an appointment to take a missed quiz or test.

After 5 days have passed, you will be given a zero for missed work. You may not be reminded that you have missing assignments. It is ALWAYS YOUR RESPONSIBILITY to make up missed work.

Late work

Late work is not accepted.

OUTLINE OF COURSE CONTENT- We are planning for a jam-packed semester covering lots of exciting topics- some may be familiar, some may not! That's okay! It's called LEARNING! I expect each student to give 110% in my classroom, on the practice field, in the hallways, cafeteria, auditorium or anywhere they are on campus! Remember... YOU ARE FTS! EVERYTHING you do is a reflection on you, your families and your school! YOU ARE GLOBAL STUDIES! EVERYTHING you do is a reflection on our program! You are creating great habits for life!
DO THE THINGS YOU HAVE TO DO NOW, SO THAT YOU CAN DO THE THINGS YOU WANT TO DO AS AN ADULT!

1ST QUARTER- *Writers Inc. writing assignments, vocabulary, 7 Habits of Highly Effective Teens, College Project, Listening and Note-Taking skills, Greek and Latin root words and phrases*

2ND QUARTER- *Writers Inc. assignments, vocabulary, 7 Habits of Highly Effective Teens, Spelling, Punctuation and Capitalization (writing skills), Greek Mythology, World Religions Project*

3RD QUARTER- *AP World History Unit One- Pre-Civilizations and beginnings of man*

4TH QUARTER- *AP World History Unit Two- Ancient Civilizations through the Roman Empire*

Grading system**Letter grades**

A	90-100	D	60-69
B	80-89	E	below 60
C	70-79		

Calculating nine weeks grades

Homework:	10%
Tests:	40%
Projects:	30%
Quizzes:	20%

Organizing your time

Effective organizational skills are essential to your success in this and other classes. If you are present in class every day, focus on our class discussions and assignments, and take careful notes, then you have mastered the most difficult part of the course. If you keep your assignments written down on your agenda and give yourself plenty of time to complete them, your success will come easily. Time management is usually the area that causes the most difficulty for students. Part of our Foundations of Knowledge curriculum will focus on improving time management and study skills.

Classroom behavior

Mature and responsible behavior is expected from all students. Nothing else will be tolerated. Students should be on time in their seat when the bell rings working on the daily prompt. Students should ask permission of the teacher to sharpen pencils, go to the restroom, etc. Please be advised that restroom passes will NOT be issued the first 10 minutes and the last 10 minutes each period. Mobile Devices will NOT be allowed to be used on a routine basis, however, the teacher may allow students to do some assignments using their mobile device periodically. Unless otherwise instructed, these devices should be put away and silenced before class starts. Also, earbuds should never be visible or used during class.

Student/parent conferences

I hope you and your student will enjoy our time together during this semester. Please let me know if I can help you in any way. I am always glad to talk with students and parents. I am usually at school by 8:00 each morning. Students are welcome to schedule a time to come by between 8:00 and 8:25 for tutoring. My school email address is: RobertHight@ccs.k12.nc.us. I am pretty good about responding the same day.

Please keep in mind that some of these guidelines may change as the semester progresses if it is determined that the change will improve the quality of our class experience.

***Please return the next page to Mr. Hight before Thursday, Aug 31st.
Thank you!***

My signature below indicates I have read and understand the class policies for Mr. Hight's Foundations Class for the 2017-18 school year.

Parent signature _____ **Date** _____

Please help me find the best way to reach you. I will use this method in case I need to make contact with you about any issues or concerns. Also feel free to join our remind.com and/or Edmodo groups.

Cell Phone _____

Email Address _____

Student signature _____ **Date** _____