**COURSE SYLLABUS**

**COURSE NAME:**

**COURSE NUMBERS:**

|  |  |
| --- | --- |
| **School:** |  |
| **Teacher’s name:** |  |
| **Room number:** |  |
| **Best time to contact:** |  |
| **Phone number:** |  |
| **E-mail address:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Prerequisites:** |  | **Number of credits:** |  |

**Course Description**

**Course Standards**

**Lifelong Learning Standards**

School Board Policy 6418 outlines the following standards for lifelong learning: knowledgeable learner, complex thinker, effective communicator, self-directed learner, quality producer, and contributing citizen.

**Essential Questions/Big Ideas**

**Kenosha Unified School District School Board-Approved Instructional Materials**

**Methods of Assessment**

Multiple assessments—both formative and summative—will be used to help students achieve course standards. *Formative assessment* is a process used by teachers and students during instruction that provides feedback to adjust ongoing teaching and learning to improve a student’s achievement of intended instructional outcomes. Formative assessments are seldom used as part of a final grade calculation. *Summative assessment* is designed to provide information regarding the level of mastery of the course standards.[[1]](#footnote-1)

Examples of formative assessment used in this course:

Examples of summative assessment used in this course:

**Kenosha Unified School District School Board-Approved Grading Scale**

|  |  |  |  |
| --- | --- | --- | --- |
| A+=98% to 100% | B+=86% to 89% | C+=76% to 79% | D+=66% to 69% |
| A =93% to 97% | B =83% to 85% | C =73% to 75% | D =63% to 65% |
| A- =90% to 92% | B- =80% to 82% | C- =70% to 72% | D- =60% to 62% |

**KUSD School Board Policy on Make-Up Work**

Students submitting work up to ten school days late without prior approval may receive up to two grades lower on the work than they would have received if the work had been submitted on time (i.e., B+ lowered to a D+). Student work submitted after ten school days without prior approval shall not be accepted for credit, and shall be recorded with a score of zero.

Upon returning to school after an absence, a student has the responsibility, within the number of days equal to the length of the absence or suspension, to meet with the teacher to develop a plan for making up missed work, quizzes, and examinations. A truant student has the responsibility, on the first day he or she returns to the course/class, to meet with the teacher to develop a plan for making up missed work, quizzes, and examinations. Lower grades may not be given for late work due to excused absences, suspension, or truancy unless the work is submitted later than agreed-upon deadlines.

**Student and Parent Resources**

**Teacher/Parent Communication**

Every effort will be made by the teacher to respond to inquiries from pupils and from parents or guardians of pupils by the end of the first school day following the day upon which the inquiry is received (developed as a parallel to State Statute 118.40(8)(d)3).

**Posting of Grades**

Every effort will be made by the teacher to post grades on the student information system for review by parents and students within five to seven school days. (Long-range major projects may require additional time for evaluation.) Missing work should be indicated within two school days of the due date.

1. Excerpts taken from “Distinguishing Formative Assessment from Other Educational Assessment Labels” by the Council of Chief State School Officers The article can be viewed at: <http://www.ccsso.org/Documents/FASTLabels.pdf>. [↑](#footnote-ref-1)