Course Syllabus 2016-2017

Class: Theory of Knowledge 11

Teacher Name/Room Number: Carol Lee, class in room B7, office in G bldg

Communication: Phone- 253-945-5755
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Course Summary/Goals: This course provides students with the skills to be successful in the International Baccalaureate diploma program. It is designed for both full and partial IB students. Curriculum will include Theory of knowledge curriculum such as the areas of knowledge and the ways of knowing, and will also address academic study skills, time management, and balance in the students’ academic and social lives.

Instructional Materials/Textbooks Used:

• Your student needs highlighters, pens and pencils, binder paper, and either a binder or folders to organize their work.
• Your student will check out the TOK textbook from the library to keep in the classroom.
• Students have been issued a school planner. Please remind them to write their assignments in it daily and check it often. This book also has their bathroom passes and a copy of the student handbook for your reference.
• Students must carry their ID card on campus at all time.
• Computers are available for student use. They must have their parent or guardian sign a technology permission form. Please do this as soon as possible. All student use on the computers is monitored.

Classroom Expectations:
Students at Thomas Jefferson High School will take pride in their efforts and will put these guidelines into action each day.

* Be responsible
* Cooperate with others
* Make an honest effort
* Respect the rights and property of others

The International Baccalaureate:

Diploma Program (DP)
This is an IB Diploma Program class. We are confident that you are capable of handling the academic rigor of this class providing that you work hard and regularly attend class. IB DP classes are internationally moderated so there are specific requirements regarding the curriculum that must meet the international standard. Colleges are going to understand the skills that you take with you because of this set of standards and curriculum. You may earn college credit with successful IB testing scores. The FWPS pays the cost for all IB tests. If you have difficulties in the class, please ask for help from the classroom teacher and/or Ms. Carol Lee, IB DP coordinator as soon as possible so that we can help you accomplish what you are capable of. All students in any DP classes must sign an honor code that states that students will not have any incidences of academic malpractice. If your IB DP class is a testing level class, it is expected that all students in the class will sit for the exams and will try their best to succeed.

Assessments:

• The vast majority of work assessed will be completed during class. These will include discussion, taking notes, doing presentations, and collaborating with others in the class.
• The IB Extended Essay will be done in this class teaching college level research skills.

Homework Procedures/Expectations:

• Students will establish study groups with others in the class

Grading Procedures:
The Federal Way Grading System:

• Each course has a set of learning standards (priority standards). These can be accessed on the FWPS website (http://www.fwps.net/teaching/sbe/staff/priority-standards/6-12/)
• Individual assignments are linked to one or more priority standards, and the score for that assignment will be averaged with all other assignment scores in that priority standard, resulting in an overall score for that standard.
• The class grade is the result of the average of all priority standard scores.
• Please check your child’s grade frequently using the district app or ParentVue.
• You may need to contact the counseling office to get the password for your student (twarrior@fwps.org)

Thomas Jefferson High School Grading System:
In the grade book, students will be graded on a 1-4. 1 = Below Standard, 2=Approaching Standard, 3 = Meeting Standard and 4 = Exceeding Standard. As there is no “0” score available, a “1” will also be given to students who do not turn in an assignment. Class grade barriers are as follows: A = 4.0-3.5, B = 3.5-3.0, C= 3.0-2.3, F= below 2.3
Teaches will make an effort to note in the grade book if an assignment is missing to help parents and students keep track of what is missing.

Due dates and meeting due dates are an important part of student learning. The teacher will provide students with due dates well in advance of work to be submitted. There are situations beyond a student’s control that prevent them from meeting the deadlines provided. Students need to discuss with the teacher difficulties and a plan to finish the work in a timely manner.

Reassessment Policy:
• TJHS students will have multiple opportunities to achieve mastery of a Priority Standard.
• Students are guaranteed at least two attempts for each priority standard.
• Students may redo work in this class to improve their grades.

Formula for Success:
1. Arrive on time and prepared for class
2. Utilize the goals of the IB Learner Profile - Approach your classes with a growth mindset. The learning is the most important element. Take pride in your own work, acknowledge when you have fallen short of your capabilities, and learn from your errors.
3. Students take responsibility for their learning by:
   • Bring Planner to class daily
   • Complete daily work on time
   • Check in on ManageBac regularly
   • Communicate with teacher and parents about class information and needs
   • Check grades regularly on StudentVue (Grades will be updated at least every 3 weeks)

Attendance and Tardies:
Showing up for school has a huge impact on a student’s academic success. We realize some absences are unavoidable due to health problems or other circumstances. When students miss too much school—regardless of the reason—it can cause them to fall behind academically.

Attendance is key to student success. Your child is less likely to succeed if he/she is chronically absent or late (excused or unexcused). Chronic absence is defined as more than 8 absences a year. Please ensure that your child attends school every day and arrives on time. Students are expected to be in class when the bell rings. After an absence, students must follow up with the teacher about missed work. The daily standards, expectations and Do-Now review are shared at the beginning of the period. Students arriving late to class may miss out on the tools they need to be successful in class.

How to get help:
The Library at TJ will be open after school Mondays through Thursdays from 2:15 to 4:00 for students to work on homework or projects. Tutors and staff are available during this time. An activity bus is available to take students home at 4:00 on these afternoons.

Academic Integrity:
At TJ, academic integrity is a guiding principle in all classes. Students must be diligent in protecting their academic reputation and avoiding all forms of plagiarism, academic misconduct, collusion, and cheating.

Discipline:
District policies apply. Each student is accountable for his/her own actions. To be successful, each student must treat others in a respectful manner. When a student does not uphold the rules, there will be a fair and clear process to resolve the situation. The student, teacher, administrator and parent will work together to resolve situations and assign consequences as needed.
TJHS Family/Staff
Academic Plan 2016-2017
Signature & Communication Form

Class:          Period: ________
Teacher:  

Please return this page with the following information to the teacher listed above:

My child learns best when: (optional)

My child’s greatest strength is…

COMMUNICATION:

Parent/Guardian Name: __________________________________________
Email Address: ________________________________________________
Preferred Phone #: __________________ Best time to call: ____________

Parent/Guardian Name: __________________________________________
Email Address: ________________________________________________
Preferred Phone #: __________________ Best time to call: ____________

INTERNET ACCESS

Does your student have daily and reliable Internet access for schoolwork purposes (checking assignments, doing research, accessing online textbooks)? Please circle one.

YES   LIMITED   NO

We have read and understand this invitation to learn as described in the attached Academic Plan. Our signatures show that we are setting a course for success in this class.

Student Name (please print) _________________________________ Date _________

Parent/Guardian Signature _________________________________ Date _________

Please keep the Course Syllabus for future reference and return this page to the teacher.