



## Marine Science Magnet High School

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**SAM0514 – Seminar**  
2020-2021

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### **Required Texts/Readings:**

Connecticut Transition Task Force. (2016). Connecticut CORE Transition Skills. State Education Resource Center: Connecticut Department of Education.

\*Additional readings may be assigned by the teacher.

### **Course Description:**

This course focuses on learning styles, time management, executive functioning skills, and test taking strategies, while simultaneously supporting each student's academic programs. This course also focuses on skill building in identified specific areas. This course will assist students in becoming active, independent learners.

### **Student Learning Expectations and Outcomes:**

*The following MSMHS Learning Expectations are the focus of the Special Education Program, however, there are several other learning expectations aligned with various assignments within the courses offered in the Special Education Program.*

- 1. Read and write effectively for a variety of purposes.**
- 2. Speak effectively with a variety of audiences in an accountable manner.**
- 5. Contribute to a positive learning environment with respect and responsibility.**

### **Materials Needed:**

Pens/Pencils, Paper, Highlighters, MSMHS Laptop

## **Classroom Behavior and Rules:**

Students, teachers, and administrators have the right to expect mutual courtesy, fair and equitable treatment and to be informed of their rights and responsibilities. The goal of the Marine Science Magnet High School is to assist students in developing self-direction, self-discipline, and self-management and to provide opportunities for responsible decision-making. However, in the pursuit of these goals, those students who infringe on the rights of others, or who violate school policies and regulations, will be subject to discipline. The constitutional rights of students and staff shall be preserved and protected.

The conduct of students in school has an important effect on the student's academic achievement, and others in the classroom and the greater school learning environment. While ultimate responsibility for student behavior rests with the parents and the students themselves, the school has an obligation to provide leadership in this respect and to insure that appropriate standards are maintained when students are under school supervision. When anyone's rights are violated or when someone violates the rules and regulations, we must all be concerned. MSMHS is committed to providing a safe, respectful, and nurturing environment in which all students can learn.

## **Tardy Policy**

"Tardy" is defined as being late to school, class or activity without permission of school personnel. Students who arrive to school after 7:30 a.m. must report to the main office. Teachers will not allow students admittance to class after 7:30 without a tardy pass from the office. Oversleeping or missing the bus are not acceptable excuses. Tardies will be dealt with as follows, per semester:

- *1<sup>st</sup> tardy – pass will be given*
- *2<sup>nd</sup> tardy – pass will be given*
- *3<sup>rd</sup> tardy – Final warning – student will have a tardy conference with the Assistant Principal; parent/guardian notified to discuss consequences of continued tardies*
- *4<sup>th</sup> tardy - office detention*
- *5<sup>th</sup> tardy – office detention*
- *6<sup>th</sup> tardy – parent/guardian and student meeting with the Assistant Principal, double office detention, parking privileges revoked and late arrival/early dismissal privilege removed for the remainder of the semester*
- *7<sup>th</sup> tardy – double office detention*
- *8<sup>th</sup> tardy – double office detention*
- *9<sup>th</sup> tardy – parent/guardian and student meeting with the Assistant Principal; possible referral to proper authorities; notification of loss of credit*
- *10<sup>th</sup> tardy – loss of 0.5 credit in appropriate class*

## **Homework and Absences**

**Students are responsible for obtaining and completing all homework assignments during the time they are absent, as well as obtaining any materials needed to complete the assignments. Any exceptions must be discussed with the classroom teachers. Students are expected to communicate with their teachers about their absences and expected work.**

## **Make-Up Work**

Students who have been absent are required to consult their classroom teachers about work missed as a result of absence. Students will need to make up missed assignments in a timely manner or in the time specified by the classroom teachers. When absent, the student is responsible for work previously assigned and due on the day he/she returns (unless excused by the teacher). Students

who receive discipline for cutting class must make up the work but may not receive credit for the completed work. Students returning from suspension must complete missing work and/or tests/quizzes within the same number of days as the suspension served. For example, a student suspended for three days has three days in which to make up the work.

### **Late Work**

All teachers will accept late work one week prior to the end of the appropriate quarter as listed on the school calendar available in the Parent-Student Handbook; 50% is the maximum penalty for a late submission. In order to be accepted, the work must be complete and meet all assignment requirements.

### **Assignments and Grading:**

Grading of student performance in courses is based on a fifty-point scale. Overall evaluation in a course is measured in a number of ways: class participation, homework, written work, performance assessments and subjective and objective testing at intervals during the course.

MSMHS teachers create common syllabuses that contain specific policies and procedures specific with to their department's PLCs. Grading is scaled in a uniform manner which allows for a simplistic approach for students and parents to follow. Below is the breakdown of the grading scales for assignments and assessments:

<i>Homework:</i>	<i>10 pt. increments</i>
<i>Classwork:</i>	<i>10 pt. increments</i>
<i>Quiz:</i>	<i>100 pts.</i>
<i>Test:</i>	<i>200 pts.</i>
<i>Lab/Lab Reports:</i>	<i>100 to 200 pts.</i>
<i>Papers/Projects:</i>	<i>100 to 200 pts.</i>
<i>Unit Tasks:</i>	<i>100 to 200 pts.</i>
<i>Midterms &amp; Finals:</i>	<i>400 pts.</i>

Teachers may adjust the amount of points per assignments based upon the rigor, complexity, or time needed to complete the task. Teachers may also announce that homework assignments are worth additional points the day the assignment is due as a "pop quiz." These pop homework assignments are used to ensure that students are putting maximum effort into their homework and classwork assignments.

### **Extra Help:**

Students interested in receiving extra help from teachers, or in meeting with their teacher before or after school, need to schedule a mutually agreed upon time to meet with their teacher. Teachers may require specific procedures for requesting appointments for extra help. Please know that teachers will be unable to meet with students on Wednesdays due to regularly scheduled faculty meetings. All teachers will explain the desired procedures in their course syllabus.

### **Retakes/Extra Credit Policy**

The MSMHS Special Education Department follows a common policy and will allow retakes/extra credit at the discretion of the teacher.

**Retake Policy:** In order to complete a retake, students must have earned a 69% or below on the initial assessment. They must schedule a conference outside of class with the teacher within one week of the initial test to discuss their grade. At this conference, the teacher will decide if a retake is

allowed. If the retake is granted, the teacher will average the two test grades together for the student's final test grade.

### **Cell Phones**

Cell phones are permitted in school, however, while in class all cell phones must remain in their backpack and on "silent" unless requested to be turned off by the teacher or administrator. Cell phones may be used in class if authorized by the teacher or staff member in the delivery of curriculum and instruction. If a teacher determines a student's phone needs to be taken away due to the student not adhering to the classrooms rules, the phone will be taken by the teacher and kept in a secure location in the classroom until it is returned to the student. If the student refuses to give up his/her phone, the student will be referred to administration as being insubordinate. Cell phones may be used before, during lunch, or after school hours.

### **Grade/Grade Reporting:**

Grading of student performance in courses is based on a fifty-point scale. Overall evaluation in a course is measured in a number of ways: class participation, homework, written work, performance assessments and subjective and objective testing at intervals during the course. Course grades are an average of quarter grades that includes final exams.

The following table shows the letter grades equivalent to numerical grades and GPA.

<b>Letter</b>	<b>Numerical Equivalent</b>	<b>GPA Equivalent</b>	<b>Honors Weighting</b>	<b>AP/ECE Weighting</b>
A+	97-100	4.3	4.52	4.73
A	93-96	4.0	4.20	4.40
A-	90-92	3.7	3.89	4.07
B+	87-89	3.3	3.47	3.63
B	83-86	3.0	3.15	3.30
B-	80-82	2.7	2.84	2.97
C+	77-79	2.3	2.42	2.53
C	73-76	2.0	2.10	2.20
C-	70-72	1.7	1.79	1.87
D	65-69	1.0	1.05	1.10
F	50-64	0.0	0.0	0.0
P	65-100	-----	-----	-----

### **Academic Integrity:**

To support academic integrity, MSMHS may use a technology tool for plagiarism prevention such as Turnitin.com. Students are required to submit major papers to this service and receive guidelines and training in its use if requested by the teacher. All work submitted by students should be a true reflection of their effort and ability. If submitted work or tests are not, then the student has manifested unacceptable academic behavior.

### **Plagiarism**

Plagiarism is defined as intentionally or unintentionally presenting another's work as your own. Any source material (electronic, written, verbal) accessed to complete an assignment must be cited. Plagiarism includes the following:

- Copying verbatim or blending source material with your own without proper attribution,
- Paraphrasing source materials or borrowing ideas, terms, or concepts without acknowledging the source,
- Inventing sources or false attributions for sources,
- Supplying/selling your work to another or purchasing/copying another's work.

### **Cheating**

Cheating is defined as copying all or part of an assignment or assessment or allowing another to copy your work. It is also doing someone's work or having someone else do your work. Cheating includes the following:

- Using unauthorized materials, devices, or assistance of any kind to complete your work or assessment, including on-line transfers,
- Collaborating on a task without the teacher's authorization, as well as providing or receiving information so as to give/gain an unfair advantage,
- Aiding another in cheating.

### **Other Academic Misconduct**

Other forms of serious academic misconduct include:

- Altering grades,
- Stealing or obtaining test/assessment materials or answers,
- Submitting the same (or nearly the same) work for more than one class without disclosure or approval,
- Falsifying information on school related documents and forms.

ANY behavior that can be defined as cheating/plagiarism represents a violation of mutual trust and respect essential to education at MSMHS. Students suspected of cheating should expect to be questioned by their teacher. Students violating this rule are subject to the following penalties:

- A "zero" on the submitted work; notification of parents; written summary of event and action taken placed in the student file.
- If a student is found to have cheated/plagiarized a second time or is involved in a particularly serious act of cheating/plagiarism, the student will be referred to administration for appropriate penalties beyond those listed above. Additional penalties include such consequences as notification to award and scholarship committees; suspension from class or school and notification to the student's prospective colleges; loss of or disqualification from honors/privileges and positions (e.g. NHS, school leadership position).

