

# WELCOME TO CIVICS AND ECONOMICS

Civics and Economics will allow students to acquire the skills and knowledge necessary to become responsible and effective citizens in an interdependent world. Students will need a practical understanding of these systems of civics and economics that affect their lives as consumers and citizens. As informed decision-makers, students will apply acquired knowledge to real life experiences. When studying the legal and political systems, students will become aware of their rights and responsibilities and put this information into practice.

## Materials Provided

Civics by HMH  
Online: Teacher website can be found at [mrsmarquez.com](http://mrsmarquez.com)

## Civics and Economics Units

- Unit 1—Foundations of American Government**
- Unit 2—Functions of American Government**
- Unit 3—American Identity and Elections**
- Unit 4—Law and Order**
- Unit 5—Personal Finance**
- Unit 6—Principles of Economics**
- Unit 7—Government and the Economy**
- Unit 8—North Carolina State and Local Government**

## Progress Reports Policy:

Parents, please take the time to check your son/daughter's progress in my class throughout the semester. Should you have questions regarding your child's grade in my class, feel free to call the school or email me. Grades will be updated frequently; therefore, checking our scholar's grade on a weekly basis will give you a great indication of how he or she is doing in the class.

## Materials:

### To be brought DAILY to class.

- ♣ 3 ring binder (1 1/2 to 2 inches)
- ♣ Pens (blue or black ink ONLY) and pencils.
- ♣ Highlighter
- ♣ Notebook Filler Paper
- ♣ 10 dividers
- ♣ Headphones

## Optional Materials:

### The following are very much appreciated:

- ♣ Hand Sanitizer
- ♣ Tissues
- ♣ Command strips
- ♣ Colored copy paper
- ♣ White copy paper
- ♣ Markers
- ♣ Colored Pencils
- ♣ Poster Paper

**Grading:**  
90-100=A  
80-90=B  
70-80=C  
60-70=D  
59-below=F

**Grading:**  
70%  
Tests/Projects/  
Papers/Quizzes  
30%  
Classwork/  
Homework

## Expectations:

- ♣ I want you ALL to succeed in this class. I will do everything I can to help you do well and I expect you to do the same.
- ♣ We will complete all of the course goals by the end of the semester and you will be able to discuss the key events within each goal.
- ♣ I expect you to complete all of your assignments to ensure your success in this class.
- ♣ If you are having difficulty with something I want you to feel free to ask questions. If you don't feel comfortable asking a question in class you may email me at [analeighb.marquez@cms.k12.nc.us](mailto:analeighb.marquez@cms.k12.nc.us) or leave a note on my desk.
- ♣ You will respect yourselves and others. Follow the golden rule; treat others as you would like to be treated.
- ♣ Everyone is entitled to a positive learning environment. I will do everything I can to ensure that our classroom fosters learning. I expect you to do the same.

## Tests and Essays:

- ♥ Cumulative and summative.
- ♥ Be prepared for essays!
- ♥ Interpret, evaluate, and support their conclusions with relevant specific factual information.
- ♥ In class writing assignments will increase this year, so be prepared.
- ♥ Pop quizzes will be used to check for understanding as well.

Students are encouraged to bring their own technology to class. However, it is an expectation that students will add the DyKnow software on their personal computers to ensure that their online time is monitored by the teacher

## My Commitments To You:

- ♦ I will do everything I can reasonably do to help you succeed in this class
- ♦ I will challenge you and myself to strive for excellence both inside and outside the classroom.
- ♦ I will be available several hours a week for tutoring and extra help
- ♦ I will always treat you with the respect that you deserve.
- ♦ I will keep PowerSchool updated on a weekly basis to keep both you and your parents or guardians aware of your progress in class.

# CIVICS AND ECONOMICS

## Late Work:

If you are absent due to an excused absence, the homework that was assigned prior to your absence is due upon your return. There will be a 10% deduction per day for late assignments with a maximum penalty of 50%. After five days, students will be expected to complete an alternative assignment to receive 50%. If an assignment is not complete on the due date, please complete a "Keeping the Blues Alive" sheet and turn it in.

## \*\*\*\*Parents and Guardians\*\*\*\*

**Do not attempt to call or text our student while he or she is in my class for any reason. Should an emergency arise, please contact the front office.**

**"My mom texted me," is not an acceptable excuse.**

## Classroom Expectations

- Students are expected to take notes in class daily. If students are absent they should copy notes from another student's notebook. Even when absent, you will be accountable for day's notes during notebook checks. All notes will be posted online daily.
- There will be a warm-up every day so get started as soon as you sit down.
- Students **MUST** bring their notebooks to class daily.
- Student notebooks will be checked randomly every quarter as a quiz grade.
- Check the board as you come in for instructions, assignments, objectives, and the agenda.
- BE RESPECTFUL in class. Please raise your hand if you have something to say.
- I expect everyone to take this class seriously, pay attention, and exhibit good behavior. There will be NO TOLERATION of inappropriate behavior in my class.
- No food or drink other than water in a clear bottle is allowed.

## Absentee Policy:

If you are out of school due to an excused absence, find your missing work in the absentee folder when you return before or after class. You are personally responsible for copying any notes that were given the day that you were absent. This class follows a strict 5 day work make-up policy per day missed. Remember, it is *your* responsibility to ask for any work missed. If you are absent the day before a scheduled quiz, you will be required to take the quiz since notes are uploaded online daily. If you are absent class before a scheduled exam and no new material was introduced, you will be required to take the exam on the scheduled day (Be Prepared!). Students are expected to be present every day. However, if a student should be absent on the day of a test or quiz, they are expected to take a make-up test within five days of their return to school. This will not be the same assessment as the one given on the original test day. Make-up exams must be scheduled immediately upon your return to class. Only students with excused absences can make up an exam, quiz, or assignment. In other words, students with an unexcused absence will receive a zero for any assignment or exam given on the day of the unexcused absence.

## HOMEWORK:

- WRITE YOUR HOMEWORK DOWN EACH DAY BEFORE LEAVING CLASS.
- ALL ASSIGNMENTS MUST HAVE YOUR NAME, THE DATE, AND THE TITLE OF THE ASSIGNMENT.
- HOMEWORK MUST BE LEGIBLE- IF I CANNOT READ IT, I CANNOT GRADE IT!
- ASSIGNMENTS WITH FRAYED EDGES (FROM BEING PULLED OUT OF YOUR NOTEBOOK) WILL NOT BE GIVEN FULL CREDIT- REMOVE THE EDGES!
- HOMEWORK MUST BE COMPLETED ON A FULL PIECE OF PAPER.
- YOU MAY NOT WORK WITH A PARTNER OR PARTNERS UNLESS I SPECIFICALLY GIVE YOU PERMISSION TO DO SO.
- HOMEWORK WILL GENERALLY BE ANYTHING NOT COMPLETED IN CLASS

**Remind  
Text this number  
81010**

**With this message  
2nd block  
@blk2civics**

**Office Hours  
Enrichment  
6:55-7:20  
&  
2:30-2:50**

I am also available by appointment, but you **MUST** check with me beforehand to see if I am available when you would like to meet.

You can reach me at [analeighb.marquez@cms.k12.nc.us](mailto:analeighb.marquez@cms.k12.nc.us). Please keep in mind that I am not your personal alarm, study buddy, post it note, and agenda. I will be happy to clarify an assignment, but please do not email me in the middle of the night to ask what you were supposed to do for

Please sign on this page and have your parent or guardian sign as well so that I know that you have read and understood the above outline and procedures. I look forward to an exciting year!

Parents and Guardians,

Please read over the attached syllabus with our student and sign below. By signing below, you are stating that you have read the syllabus and understand how my classroom will be conducted this semester. The syllabus will remain in our student's notebook for the entire semester. There is important information on this syllabus pertaining to classroom rules and procedures that negates the argument of "I didn't know." If you have questions or concerns, please feel free to write a note at the bottom of this page so that I can make sure that the concern is addressed.

Thank you,  
Mrs. Marquez  
[annaleighb.marquez@cms.k12.nc.us](mailto:annaleighb.marquez@cms.k12.nc.us)  
mrsmarquez.com

\_\_\_\_\_  
Student Name (Print)

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian Name (Print)

\_\_\_\_\_  
Parent/Guardian Signature

Parent/Guardian Daytime/Work Phone Number: \_\_\_\_\_

Parent/Guardian Cell/Home Phone Number: \_\_\_\_\_

Parent/Guardian Email: \_\_\_\_\_

Please go to my website [mrsmarquez.com](http://mrsmarquez.com), to complete the online form.

Comments to the teacher:

