Ida Public Schools - 2022-2023 Syllabus
Guidelines and Plans for Learning

Syllabus

Teacher: Amy LaVigne-Benore
Grades 5-8 / COMPUTERS

Mode of Communication: Students will attend school in-person to receive daily face-to-face instruction. Email and Google Classroom will be used to communicate during this scheduled instructional time. Email will be used to send general messages and promote dialogue. Google Classroom will be used for each grade level computer class to post schedules/timelines, lessons/assignments, and materials needed. Communication will also be given to students via assignment feedback.

Modes of Instruction: Instruction will take place in person and online. Instruction will be provided through a variety of techniques including, but not limited to, lectures, written directions, discussions, videos, modeling, and/or voice recordings. Instruction will incorporate multiple software programs and applications to build students' digital skills.

Materials Needed: While students will be provided with a computer to use during face-to-face instruction, they may need a device (computer, laptop, Chromebook, or tablet) with Internet access to instructional materials and assignments for remote learning, should that be needed. The materials and resources needed for Computer classes will be posted on Google Classroom pages. The starting point would be at the Google Classroom sign in page - https://classroom.google.com/h Students sign in as firstname.lastname@student.idaschools.org with IdaID# for password.

Class Structure: Google Classroom will be the platform utilized for learning and instruction, and the class will be structured in the following way:

-***Work Availability:*** All class resources, materials, and assignments will be made available via Google Classroom (Classwork tab) daily. A "📅 Weekly Glance" message will be posted under the Stream tab to provide students with a scheduled guideline of the activities for the week. The calendar graphic (📅) will be posted next to each Weekly Glance so that it is easily identifiable. The instructional goal each week will be to adhere to the Weekly Glance schedule as closely as possible. All students are expected to complete assigned work.

-***Contact Information:*** Email will be used daily for academic assistance and/or to answer any other questions. Email responses will be given upon receipt in as timely a manner as possible. (lavigne@idaschools.org)

-***Time Commitment:*** Computers are nine-week rotation classes for grade levels 5-8. After the scheduled nine-weeks, students rotate to another class. Daily assignments and larger projects are given a timeframe for completion. It is the students' responsibility to adhere to these timelines and complete work on time. Additional time may be necessary based upon students' level of understanding, keyboarding skills, and project details.

Responsibilities for the Class:

-Teacher Responsibilities:

- Create learning activities, assignments, and opportunities to encourage literary growth which will be used to monitor student progress.
- Be available in person and online to answer student/caregiver questions.
- Provide timely feedback on student work and progress related to learning activities and assignments.
- Communicate regularly with students and families.

-***Student Responsibilities:***

- Review assigned work according to provided Weekly Glance schedule.
- Complete assigned work by the due date (**Assignments/projects should be done on/by the day assigned*).

- Ask clarifying questions when needed.
- Be respectful to yourself, teachers, peers, and family.

-Parent/Caregiver/Family Responsibilities:

- Review work assigned to the student.
- Reserve a space for students to complete unfinished classroom computer work remotely.
- Help students establish and follow regular daily routines.

Curriculum: The curriculum for Computers 5-8 is no less than our established curriculum, which is posted on our website, for our traditional 180 days of face to face instruction.

Computer classes are designed to improve students' technology literacy by providing opportunities that seamlessly integrate grade level curriculum with technology. Projects and assignments reflect a learner-driven approach that empowers students to be active participants in their growth as a digital citizen.

The specific curriculum for computer classes is based on **Michigan Integrated Technology Competencies for Students (MITECS)**, which encourage students to improve within the following categories:

- Empowered Learner
- Knowledge Constructor
- Computational Thinker
- Digital Citizen
- Creative Communicator
- Innovative Designer
- Global Collaborator
- Professional Learning

Formative Assessments: Assignments, quizzes, and tests will provide formative feedback. Records of student progress will be monitored and tracked to evaluate students' level of effort, motivation, and participation.

Grading Evaluation: Students will be assigned a letter grade, based on an A+ to F scale, using a total points system. The letter grade for each student will represent his/her overall summative evaluation for ALL Computer class activities and assignments. A total points system means that if a student earns 362 points out of 380 points possible, that student would earn an average of 95% in the class, equivalent to an A, by dividing 362 by 380.