**TOK I Aug 2016 – May 2017**

**1st 9 Weeks:**

**Week 1 (Aug 11-12)**

Summer Sound Bytes

**Week 2 (Aug 15-19)**

Intro to Theory of Knowledge

**Week 3 (Aug 22-26)**

Intro to CAS: Creativity, Activity, and Service

Intro to WOKs: Ways of Knowing

**Week 4 (Aug 29-Sept 2)**

Ways of Knowing Presentations:

Language, Sense Perception, Reason, Emotion

**Week 5 (Sept 5-9) Labor Day**

Ways of Knowing Presentations:

Intuition, Imagination, Memory, Faith

**Week 6 (Sept 12-16)**

Introduction to AOKs:

Areas of Knowledge, Knowledge Questions, and Knowledge Frameworks

**Week 7 (Sept 19-23)**

Mathematics

**Week 8 (Sept 26-30)**

Mathematics

**2nd 9 Weeks**

**Week 9 (Oct 3-7)** Friday Teacher PD

Mathematics

**FALL BREAK OCTOBER (Oct 10-14)**

**Week 10 (Oct 17-21)**

Natural Science

**Week 11 (Oct 24-28)**

Natural Science

**Week 12 (Oct 31-Nov 4)**

Natural Science

**Week 13 (Nov 7-11)**

Human Science

**Week 14 (Nov 14-18)**

Human Science

**Week 15 (Nov 21-25) Thanksgiving Break**

Human Science

**Week 16 (Nov 28-Dec 2)**

History

**Week 17 (Dec 5-9)**

History

**Week 18 (Dec 12-16)**

History

**Christmas Break Last day for students Dec 16th**

**First day back for students is January 4th**

**3rd 9 Weeks:**

**Week 19 (Jan 4-6)**

The Arts

**Week 20 (Jan 9-13)**

The Arts

**Week 21 (Jan 16-20)** **MLK Holiday**

The Arts

**Week 22 (Jan 23-27)**

Ethics

**Week 23 (Jan 30-Feb 3)**

Ethics

**Week 24 (Feb 6-10)**

Ethics

**Week 25 (Feb 13-17)**

Religious and Indigenous Knowledge Systems

**Week 26 (Feb 20-24)** **President’s Day**

Preparing for Presentations

**Week 27 (Feb 27-Mar 3) ACT testing?**

Preparing for Presentations

**Week 28 (March 6-10):**

Preparing for Presentations

**Week 29 (March 13-17):** Friday Teacher PD

Preparing for Presentations

**SPRING BREAK March 20th-April 24th**

**4th 9 Weeks**

**Week 30 (March 27-31):**

Presentations

**Week 31 (April 3-7)**

Presentations

**Week 32 (April 10-14) Good Friday**

Presentations

**Week 33 (April 17-21)**

Presentations

**Week 34 (April 24-28) PROM 29th**

Presentations

**Week 35 (May 1-5)**

Preparing for Prescribed Titles

**Week 36 (May 8-12)**

Preparing for Prescribed Titles

**Week 37 (May 15-19)**

**EXAMS:** Exam will be a timed writing on one of the 2016 Prescribed Titles

**Week 38 (May 22-26)**

**EXAMS:** Student ½ Day Thursday

**Report Card pick up on May 26th.**

**GRADING POLICIES**

**HCDE Scores** Grades are accessible at any time through the parent portal of PowerSchool.  High school grades are finalized at the end of each semester (December and May). For high school courses Semester 1 and Semester 2 grades DO NOT average together for a final year-long average**.** The finalized grades are used to calculate a high school Grade Point Average (GPA).  The grading scale is as follows: A = 93-100, B = 85-92, C = 75-84, D = 70-74, F = 0-69. Daily work=37.5%, Tests/Major Assessments=37.5%, Exam=25%

**IB Scores** The IB **Diploma Program** is an internationally recognized program that provides a rigorous pre-university course of studies, leading to examinations, designed for highly motivated secondary school students. The program is designed as a comprehensive two-year curriculum that allows its graduates to fulfill and exceed requirements of state, national and international high school graduation. Scores are earned by fulfilling specific criteria on each rubric for the assessments. All internal and external assessment are combined to determine the score of A-E in the Theory of Knowledge course.

**Tharp’s Personal Grading/Makeup Work Philosophy** All of my grading policies fall within HCDE and IB standards of assessment, but here they are, just to be clear:

* Daily Work is used for formative assessment purposes (determining student’s skills and understanding); therefore, not every daily assignment will be “graded.” Just always assume it will be, and it will be fine! ;-)
* Daily Work is also used to prepare students for summative assessments (mastery of skills and understanding), so NO Daily Work can be made up after the final assessment/test for that unit of study. This usually gives students much more time than the minimum time for makeup work per HCDE, but this is a **non-negotiable** with me. Getting and completing makeup work is the responsibility of the student.
* I grade almost everything on an IB rubric, and I use a conversion scale shared by most DP teachers to translate scores to HCDE scale. Students have access to this conversion chart on Managebac.
* Grading papers is a very time consuming process. My rule of thumb is that I will always try to get papers graded and entered into PowerSchool by the next progress report date. This is basically a 3-week turnaround for major assignments. I will try to consistently use the “Collected” feature in PS as well, especially for major assessments.

**TEACHER EXPECTATIONS AND PROCEDURES**

**Communication**

* Because my students are one short year away from college, my priority for communication is with students, not their parents. However, I will seek support from home if a student is in real jeopardy, and I am always willing and available to speak with parents if requested.
* I mainly use PowerSchool as a gradebook rather than a communication tool, so there won’t often be lengthy descriptions there. I use **Managebac** as my primary means for communication. Students should check it and/or their email every day. If I post something important on Managebac, I usually send an email alert along with it so students are notified that something has been updated. Every assignment on Managebac will include a thorough explanation, due date, and rubric.
* My electronic device policy is pretty easy:
	+ **Phones** *“Out of sight, out of mind.”* Sometimes I’ll tell students to use their phones for classroom purposes, but they should not just leave them on their desks to check every Facebook, Instagram, Snapchat, or text notification they receive. This is a distraction they need to avoid during class time. I will take them up if needed.
	+ **Pads, Tablets, and Laptops** *“Use these powers for good, not evil.”* I know many students take notes on these devices, but if I see a game, social media outlet, etc., on the screen, I will ask them to put it away. If it happens repeatedly, the student will lose the privilege to use the device in my classroom. There are also times I will request students bring these devices for writing and researching purposes. They are great to have; just use them responsibly.

**Discipline**

I very, very rarely have to seek intervention or take action for student misconduct. I hope I am always respectful to students (although they do have to get used to my sarcasm!), but more than anything, I expect students to respect themselves and others. We may disagree, but as long as everyone knows that, ultimately, I am the one in the room who is right, we will all get along just fine! (See, I’m just kidding. That’s a good example of my snarky side.) **Seriously though, I reserve the right (as should you)…**

* **to be wrong *sometimes***
* **to make mistakes *sometimes***
* **to change my mind *sometimes***
* **and to try to learn as much from you as you learn from me *all the time*!**

Be respectful, be kind, be forgiving, be humble, and be confident. Anyone who nurtures those traits will go great distances in life. The IB Learner Profile traits will come if you master those first!

**Academic Honesty** I consider this to be one of the most important skills I have to teach.

* **Please read the newly drafted SMMHS Academic Honesty Policy and the DP Contract.**
* **Zero Tolerance on Dishonesty** We all make mistakes, and I can *almost* *always* tell the difference between a mistake and an act of deliberate cheating or plagiarism. Deliberate acts of academic dishonesty will not be tolerated in my class. The result will be a zero on the assignment, parent notification, and a disciplinary referral to administration, per HCDE policy. Beyond these measures, I will deal with infractions on a case-by-case basis.
* **Turnitin.com** I am the administrator for our school’s Turnitin account, and so I work closely with other teachers who run across problems in other courses. I know Turnitin sometimes picks up silly things, but I also see patterns from students. I know that students by their junior and senior year understand what plagiarism is. Please be aware that I use Turnitin (along my 20 years of experience of teaching research) to *prevent* plagiarism. Let Turnitin work as a tool for you, too! I typically allow resubmissions until the due date. If you turn something in and it shows problems, see me if you need help fixing them! That’s what I’m here for. But do not wait until the due date and just hope for the best. DUE DATES AND DEADLINES ARE FINAL.

Thanks to all students and parents/guardians for taking time to read this document. I’m looking forward to a great year with these kiddos! Junior year is a tough one, but they’ll be seniors before you blink. Cherish every moment…the good, the bad, and the ugly. They will all make for great stories around the holiday table someday! I speak from experience!

Sincerely,

Tara Tharp

Works Consulted

"Signal Mountain Middle/High School (6-12) Handbook." *Signal Mountain Middle/High School (6-12) Handbook*. SMMHS, Aug. 2015. Web. 05 Aug. 2015.

-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Please sign below indicating that you understand the information provided on this syllabus. Tear off this bottom portion and return to Mrs. Tharp for record-keeping and documentation purposes.