Course Summary
The purpose of this class is to help you identify and develop specific leadership skills that will aid you in your leadership role in our school, as well as in life. The assignments for this course include activities in public speaking, assembly planning, community service, goal setting, problem solving, group process, stress management, student and staff recognition, project planning, fundraiser processes, time management, communication skills, managerial skills, and self-awareness as a leader.

Course Expectations
People support that which they create. Your success is determined by your commitment in this class. As a result, I expect the following commitments from you:

- Come to class on time and prepared to participate.
- Put away cell phone for 90 minutes
- Participate in ASB school related activities as an elected/appointed officer
- Participate in class discussions using appropriate communication skills
- Respect the classroom environment
- Use class time wisely to complete projects

Course Policies
Participation
The Leadership class is responsible for planning, organizing and implementing many activities throughout the school year. The work done in class is as vital as what is completed outside of class. If you miss class, you are expected to work with the teacher/advisor to make up what you missed. There will be presentations, class discussions, group projects, and written assignments. Each assignment has a point value. In general, the more difficult and time consuming an assignment, the more points the assignment is worth. There are times when your presence is necessary at an event outside of school hours. If you cannot attend the event, you are expected to work with the teacher/advisor to make up the hours you have missed.

70% of overall grade

Evaluations
Committee work will be evaluated by each member of the committee. This evaluation includes individual and group grades. In addition, each member will receive a final evaluation, completed in conjunction with the class advisor, at the end of each semester. Director positions and Exec Board will be evaluated by Ms. Munson.

30% of overall grade
Attendance

You are responsible for your attendance. Attendance is required in this class and participation points are awarded each class. Tardiness and absences will be dealt with based on school and district policy. I'm warning you now – one of my pet peeves is tardiness. Take that into consideration and be forewarned that I have little tolerance for those who arrive late to my class. If you cannot attend a mandatory event or miss class, you are expected to work with the teacher/advisor to make up the hours you have missed.

Late Work

- You are expected to work with the teacher/advisor to make up participation hours you have missed.
- Daily assignments must be turned in on time or no credit. If you miss the journal write, you are responsible for finding out what the prompt was for the day.
- Major assignments are due at the beginning of the period on the assigned due date.
- Make up work is accepted, however, a deduction in points will occur depending on how late the work is and if the absence was excused or not.

Overall Grading Scale

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Grade</th>
<th>Percentage</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>94 – 100%</td>
<td>A</td>
<td>77-80%</td>
<td>C+</td>
</tr>
<tr>
<td>90-93%</td>
<td>A-</td>
<td>73-76%</td>
<td>C</td>
</tr>
<tr>
<td>89-92%</td>
<td>B+</td>
<td>69-72%</td>
<td>C-</td>
</tr>
<tr>
<td>85-88%</td>
<td>B</td>
<td>60-68%</td>
<td>D</td>
</tr>
<tr>
<td>81-84%</td>
<td>B-</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
You and your parents/guardians are to sign and return this form, stating you understand and accept the course outline and grading expectations for ASB Leadership. Please call 837-4830 if you have any questions.

Thank you,

Michelle Munson

DATE________________

Student Name (print)__________________________________________

Student Signature____________________________________________

Parent Signature_____________________________________________