

## **LEADERSHIP SYLLABUS**

### **MEETINGS**

Leadership is not just an elective class - it's much more than that! The class meets during 3<sup>rd</sup> or 4<sup>th</sup> period everyday of the week. Leadership functions as a class wherein the instruction will consist of:

- Parliamentary Procedure(s)
- Introduction to and Development of Leadership Skills
- Team Building
- Improvement of Writing, Speaking, Social, and Organization Skills

Also, since this class is comprised of the Independence High School Student Body, we will be responsible for the planning and execution of the majority of the school's functions and activities.

### **CLASS WORK**

Each student must maintain a complete leadership folder and calendar and bring it to class each day. Also each student should bring writing materials and blank paper. During class, each student must actively participate in the class minutes and daily agenda each day. This includes taking notes and keeping an organized calendar and schedule of events along with listening and contributing to the meetings and all information regarding class activities, committees and future plans and calendars. All of this must be kept in your leadership folder. Also, each student is expected to participate in LEADERSHIP or CLASS duties. Do not use this class as a "study hall," wander around campus or catch up on gossip.

### **OUT OF CLASS REQUIREMENTS**

Each student is expected to participate in all leadership sponsored school activities that take place outside of class. These include community services, helping in the field house, helping in the snack bar in the gym, attending conferences, lunch activities, dances, rallies, assemblies, etc. If a student is unable to attend these activities, it is that student's responsibility to notify the Mrs. Towle as soon as possible. **DO NOT WAIT UNTIL THE LAST MINUTE!** Also, there will be occasional after-school activities and events such as Back to School Night, Articulations, School Site Council Meetings, Freshmen Orientation and other school activities and sporting events.

### **COMMITTEE WORK**

Each student is expected to participate in a number of standing committees. These committees will range from ongoing projects that continue throughout the year to special temporary committees that will concentrate on limited tasks and activities. Each

student is expected to be an active member of each committee and participate in all facets of the committee including the organization, planning and execution of all duties of that committee. Each committee will be responsible for completing and maintaining of committee folders that detail all of the tasks and goals of the committee. Each student within the committee will be equally responsible for the performance of the committee and will be graded accordingly.

**PROBATION AND REMOVAL FROM CLASS**

Each Leadership student is expected to maintain a 2.0 average (or better) in ALL classes, uphold the Dress Code, attend school regularly (less than 35 periods of absence per semester) and to maintain proper school conduct to avoid being placed on Probation. Probation is temporary placement for a student that gives the student an opportunity to improve their grades and/or behavior. During this time, the student is expected to focus on improving his/her grades, attendance and/or behavior. Failure to improve grades, attendance and/or behavior may result in being removed from the Leadership class. Also, any behavior that violates school policy may result in immediate removal from the Leadership class.

Weighting:		Grading:	
Outside Hours (20hrs)	25%	100%-90%	A
HW/CW	25%	89%-80%	B
Committee Work	25%	79%-70%	C
On-Campus Hours/Participation	25%		

**PARENT/STUDENT SIGNATURE**

I, the undersigned, have read the Leadership information sheet and understand and agree with the requirements of the class.

\_\_\_\_\_  
Student Signature                      Date:\_\_\_\_\_

\_\_\_\_\_  
Parent Signature                      Date:\_\_\_\_\_