Syllabus: Flexible Learning Time (FLT)

Description: All Freshmen are enrolled in a pass/fail Flexible Learning Time (FLT) class which helps to prepare each student for success in high school and/or postsecondary education/workplace. This course is designed to provide extra-time and assistance to MTCHS freshmen. Primarily, students will use this time to complete academic and technical classwork from all other courses.

Student Expectations:
- During the first 9-weeks of class, students will be expected to "show" their instructor their *use* of Google Keep. Your teacher will be checking your use of the organizer weekly, first semester. By second semester you are expected to be able to use Google Keep independently and checks will be less frequent. **IF** Power School shows **you** are missing multiple assignments, teacher checks will increase.

Grading: Instructors will evaluate each student, weekly, in their organization and use of Google Keep which must include "historic" use AND should be used and completed throughout the school day and not just when the FLT class is in session. **Weekly grade evaluation will show in Power School using the *Skills Assessment Feedback Rubric*. The rubric is at the end of this syllabus. Please make yourself familiar with it.**

Rules:
- Use of music is a privilege in this class. If the teacher observes music has become a distraction, you will be asked to put headphones away. Headphones may still be used for instructional videos for classes.
- Per MTCHS's policy, cell phones are **not** to be used in the classroom. First offense: The student's phone will be taken for the class period. Second offense: The student's phone will be taken for the day and disciplinary action will occur.

Daily Routine for Freshman in FLT:

- Arrive to class on-time with laptop and/or study materials

- Log in to PowerSchool
  - Identify any late or missing assignments
  - Prioritize and complete assignments in the following order of importance, EACH DAY
    - Upcoming assignments by due date
    - Late assignments

- Log in to Email
  - Check for teacher messages
  - Check for MTCHS messages

- Check Moodle for any missing assignments you may have found in PowerSchool, then complete the following:
  - Complete missing assignment
  - Upload missing assignment
  - **E-mail instructor to notify them of your submission**

NOTE: IF students have no outstanding or missing assignments reported in PowerSchool **AND they have the instructor's permission they may use FLT time for reading or to study approved topics of interest. NO games of any kind will be allowed. This includes typing games and drag and drop coding games.

Skills Assessment Rubric

		1 remember 2 understand	2 understand 3 apply	4 analyze 5 evaluate	5 evaluate 6 create
	IWS	E	N	PA	J
Performance Level	Insufficient Work Shown	Exposure Only	Novice	Proficient/Apprentice	Journeyman/Trainer
Definition of Performance Level	The student does not provide sufficient work to evaluate the essential content, knowledge, and/or skills needed to demonstrate proficiency.	With *significant* supervision and/or prompting the student can demonstrate, apply, or transfer the essential content, knowledge, and/or skills needed to demonstrate proficiency.	With *minimal prompting* and/or assistance the student can demonstrate, apply, or transfer the essential content, knowledge and/or skills needed to demonstrate proficiency.	The student can *independently* demonstrate, apply, or transfer the essential content, knowledge, and/or skills on a new task or in a new situation.	The student *consistently and independently* demonstrates the ability to analyze, integrate, or formulate progressive or new knowledge and/or skills on a new task or in a new situation.