**Mount Vernon High School**

**Marine Corps Junior Reserve Officers’ Training Corps**

**Leadership Education**

**Senior Marine Instructors: Colonel Caroline A. Simkins-Mullins, USMC (Ret.) and Chief Warrant Officer 3 Christian Gonzales, USMC (Ret)**

**Course Overview:** The Marine Corps Junior Reserve Officers’ Training Corps (MCJROTC) program is a Leadership Education program designed to teach leadership skills, character development, self-discipline, and citizenship through the study and practical application of Marine Corps leadership traits and principles. The MCJROTC program combines classroom instruction and practical application to achieve its objectives. At Mount Vernon High School, MCJROTC is a four year, four level, elective academic course which provides one credit for each year satisfactorily completed. Students are referred to as “Cadets” and will be issued a Marine Corps uniform to wear once a week and will be expected to maintain Marine Corps grooming standards. Cadets who excel in the program will also be promoted using a JROTC rank structure and will be offered positions in the Cadet Battalion Staff. Lastly, though this class is based on many military aspects, students have no obligation to join the military.

**Course Description:** The Leadership Education curriculum focuses on the five MCJROTC core content areas: Leadership, Citizenship, Personal Growth and Responsibility, Public Service and Career Exploration, and General Military Subjects. Given this, Cadets receive specific classes in leadership, government, history, health and fitness, college and career opportunities, and drill and land navigation (see table below for topics by marking period). In order to further the learning process, there are also many extracurricular activities for Cadets. These activities include Community Service; Drill, Color Guard, Air Rifle, Cyber, Academic, Orienteering and Physical Training Teams; leadership camps; and social events.

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| ***Marking Period 1***   * Introduction to MCJROTC and Classroom Procedures/Grading * Introduction/Refresher on Drill * Uniforms, Insignia, Grooming, Issue and Fitting * Leadership (Objectives, Traits, Principles, Styles) * Communication and Time Management Skills * Character Building * Marine Corps History Classes * Workplace Readiness Initial Assessment * Cadet Photos   **Test 1** | ***Marking Period 3***   * Leadership * Government * Political Systems * Citizenship, Rights, Responsibilities and Privileges * Marine Corps History Classes * Preparing and Giving Speeches * Promotion Boards * Competency Testing   **Test 3** |
| ***Marking Period 2***   * Leadership Classes * U.S. Marine Corps Birthday * Veterans Day Observance * Land Navigation * Marine Corps Symbols/Promotion Boards * Introduction to Marksmanship * Effective Writing and Verbal Skills * Workplace Readiness Competency Review * Promotion Boards & Unit Inspection   **Semester Test** | ***Marking Period 4***   * Leadership Case Studies * Keeping Current with Current Events * Marksmanship * Marine Corps History Classes * Career and College Preparation * Military Justice System * Competency Review and Assessments   **Final Test** |
| ***Semester 1: Ongoing Instruction***   * Uniform Day/Inspection (Wednesday, weekly) * Close Order Drill (weekly) * Physical Training (Mondays, Tuesdays weekly) * Youth Physical Fitness Test (biannual) | ***Semester 2: Ongoing Instruction***   * Uniform Day/Inspection (Wednesday, weekly) * Close Order Drill (weekly) * Physical Training (Mondays, Tuesdays) * Youth Physical Fitness Test (biannual) |

**Textbooks:** MCJROTC Leadership Education Student Text (number corresponds with level of JROTC), Core Text and Cadet Handbook. Hard copies will be maintained in the MCJROTC classroom and on 24-7 Blackboard and Google Classroom (see “Blackboard” section below for additional information).

**Course Grade Design:** Quarterly grades will be determined using a weighted scale in accordance with the following categories:

**Graded Item Events Per Marking Period Total Percentage**

Assignments/Quizzes 7 (5% each) 35%

Inspections 6 (5% each) 30%

Drill 2(5% each) 10%

Conduct Grade 15% 15%

Quarter Tests 10% 10%

Graded items will be posted within 7 school days after the due date with the understanding that major projects/papers may require additional time to ensure quality feedback. Work given as homework will not exceed 10% of the quarter grade.

Inspections will be conducted each week on Wednesdays. All Cadets will wear uniform on Wednesdays. Cadets who do not have JROTC class on Wednesday will be inspected by checking in during the day when they are not in class. Cadets who do not wear the uniform will receive an inspection grade of “0.” If a cadet shows a trend of not wearing the uniform a conference will be requested with the cadet’s parents and his/her counselor to assess whether or not the cadet should remain in the MCJROTC program.

Conduct grades are based on Fairfax County grading scale and are determined by the Cadet’s ability to meet his/her responsibilities as a student. The following are considered infractions of good discipline and will reduce a Cadet’s conduct grade:

Tardy-Deductions of 3 point for each tardy

Unexcused absences- Deduction of 3 points for each absence

Suspension of any type- Deduction of 5 points

Not wearing the MCJROTC uniform -Deduction of 10 points

Not maintaining grooming standards - Deduction of 3 points per inspection

Not participating in physical training – Deduction of 5 points per class

Disrupting class or being disrespectful – Deduction of 10 points

**MVHS Grading Policy**

* Mt. Vernon High School has a consistent, school-wide policy stating that homework shall be no more than 10% of a student’s grade.
* Mt. Vernon High School supports extra credit that is content-based only.

**Grading Scale**

A 93-100 4.0

A- 90-92 3.7

B+ 87-89 3.3

B 83-86 3.0

B- 80-82 2.7

C+ 77-79 2.3

C 73-76 2.0

C- 70-72 1.7

D+ 67-69 1.3

D 64-66 0.8

F 53-63 0.0

Final grades will be based on an average of all four quarters. Quarter tests grades are included as part of each quarter grade. Converting quarter grades to quality points and averaging when calculating a student’s final course grade for all students is allowed at teacher’s discretion and is required to be considered when a student is in danger of failing.

**Late work**

We expect all Cadets to complete all assignments on time. When this does not occur, Cadets are encouraged to complete all assignments even if they are late. The highest grade for late work is 90%. For each day late, Cadets will lose 3.3 points from their grade. The lowest grade for work turned in late will be a 50%. In order to help reduce late or incomplete work, we will take the following actions:

* After 2 missed assignments in a bi-weekly period, we will notify the parent/guardian via progress report, e-mail or phone call.
* When a pattern of missed assignments is observed, we will contact the Cadet’s administrator and/or counselor for further intervention.

# **Re-Take Policy**

All Cadets have the opportunity to show mastery of content through reassessments on quizzes and other assessments given. In order for a reassessment to be provided, Cadets will coordinate the taking of reassessment with me and will complete any preparatory assignments associated with the assessment. Cadets who prepare and take reassessments are eligible to receive up to 90% for their grade.

**Extra-Credit**

A Cadet may earn extra credit by completing additional content based information on quizzes and writing assignments that reinforce and amplify learning objectives. Extra-Credit will be limited to 10 points out of 100 for each assignment.

**Classroom Management:** The Cadet Handbook describes the expected conduct in the JROTC classroom. Cadets are expected to conduct themselves in a professional and respectful manner and abide by all classroom rules. If a Cadet does not follow the rules, we will counsel the Cadet and provide feedback on expected behavior. If a Cadet continues to not follow the rules, we will contact the Cadet’s parent/guardian and will assign the Cadet to MCJROTC after school detention. For continued negative behavior, we will contact the parent/guardian and write a referral in accordance with the Students Rights and Responsibilities and we will review whether to remove the Cadet from the program.

**Academic Integrity:** There will be absolutely no tolerance for cheating in any form. Cheating is giving or receiving unauthorized aid on any test, quiz, or assignment. It is important that students do their own work in order to maximize their learning.

**Blackboard (**[**http://fcps.blackboard.com/**](http://fcps.blackboard.com/)**) (also referred to as 24-7) and Google Classroom:** Blackboard is a tool that allows parents, guardians and Cadets access to the MCJROTC course information. A Google Classroom will also be available for each LE level. The following items will be posted on Blackboard and Google Classroom: syllabus, MCJROTC extracurricular schedule, and contact information. At the beginning of each quarter a schedule of assignments will be also be posted. Specific assignment details will be posted no later than the Sunday a week prior to assignments being due. Cadets, parents and guardians can access Blackboard by going to the following web page <http://fcps.blackboard.com/> and creating an account. Cadets are responsible for checking Blackboard and Google Classroom for assignments and are to use this to make up work when they are absent.

**Attendance:** Class attendance and tardy issues will be handled in accordance with the Mount Vernon Attendance Policy.

**Class Expectations and Teacher Support:** We expect all Cadets to follow the rules and requirements of the MCJROTC class. This information will be covered in detail during the first weeks of class. I will do everything that I can to support each Cadet’s success. Accordingly, we are available on most days before and after school to review material and discuss any questions or concerns. We look forward to working with each cadet and are proud that you have made the decision to become a MCJROTC Cadet at Mount Vernon High School.

**Back to School Night Date:**  5 September 2019

**Equipment and Materials Required:**

1. Leadership Education for LE Level Text and Core Text (in classroom, Blackboard and Google Classroom).
2. Cadet Handbook (in classroom, Blackboard and Google Classroom).
3. Computer. *Every student must have a device of some sort (personal or school laptop, chrome book, tablet, phone.) Every student must have a device (no exceptions).*

**Uniform Wear/Care Requirements and Grooming Standards:**  Please carefully read Cadet Handbook Chapter 6 on grooming and uniform wear. Cadets must meet grooming standards no later than September 18, 2019. For example, males must have a military haircut and be clean shaven and females must have hair above the bottom of the uniform collar or put up neatly in a bun. Cadets who do not meet the grooming standards within the first month of class will be considered for removal from the program.

**Cadet/Parent/Guardian Letter:** After reading this syllabus, please review and sign the attached Parent/Guardian Letter and return to JROTC by September 6, 2019.

**Instructor Contact Information:**

Colonel Simkins-Mullins, USMC (Ret.) Chief Warrant Officer 3 Gonzales

MCJROTC Senior Marine Instructor MCJROTC Senior Marine Instructor

Mount Vernon High School Mount Vernon High School

[casimkinsmul@fcps.edu](mailto:casimkinsmul@fcps.edu) [ccgonzales@fcps.edu](mailto:ccgonzales@fcps.edu)

(703) 619-3175 (703) 619-3176

Dear Parents, Guardians, and Cadets,

We welcome you to the Marine Corps Junior Reserve Officers’ Training Corps (MCJROTC) 2019-2020 class. We are pleased to be the Senior Marine Instructors at Mount Vernon High School. Please review the accompanying course syllabus and complete and return the form below by September 6, 2019.

If you have any questions, please do not hesitate to call or email. We look forward to a great year!

Sincerely,

Colonel Simkins-Mullins, USMC (Ret) Chief Warrant Officer 3 Gonzales, USMC (Ret)

MCJROTC Senior Marine Instructor MCJROTC Senior Marine Instructor

Mount Vernon High School Mount Vernon High School

[casimkinsmul@fcps.edu](mailto:casimkinsmul@fcps.edu) [ccgonzales@fcps.edu](mailto:ccgonzales@fcps.edu)

(703) 619-3175 (703) 619-3176

We have read and understand the MCJROTC Syllabus requirements and expectations.

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Parent/Guardian Signature Parent/Guardian Print Name

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Home Telephone Number Parent/Guardian Cell Phone Number

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Parent/Guardian Email Address

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Student Cell Phone Number Student Email Address

Best way to contact Parent/Guardian during the school day (please provide telephone number or email address):

Parents and Guardians, if you are interested in supporting after-school and weekend JROTC activities and competitions, please indicate below. Additionally, please indicate if you are interested in being a coach for Drill, Rifle, Cyber, Academic, Physical Fitness or Orienteering Teams. Thank you.

\_\_\_Yes \_\_\_No \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_