McLennan

COMMUNITY

COLLEGE

WACO, TEXAS

COURSE SYLLABUS

AND

INSTRUCTOR PLAN

The School Age Child

CDEC 2341.87

Emily Stottlemyre

NOTE: This is a 16-week online course.

COVID 19 Notice:

McLennan Community College is committed to providing you with every resource you need to reach your academic goals. We are also concerned for your safety. We are working through COVID-19 guidelines to make sure we offer a safe environment for you and our faculty. This will include smaller class sizes to manage social distancing and proper cleaning techniques. You will have the advantage of a physical classroom experience but may also need to work part of the time online as we adjust to limited classroom capacity. This will also allow us the flexibility to move online if so directed by federal, state and/or local COVID 19 guidelines. Faculty and staff are preparing now to ensure that you have the best experience in the midst of these uncertain times.

Spring 2021

Course Description:

Studies of appropriate age (5 to 13 years) programs, including an overview of development, appropriate environments, materials and activities and teaching/guidance techniques. All Child Development (CDEC or TECA) courses must be passed with a grade of C or better for graduation. 25% of the requirements must be completed at McLennan. 2.000 Minimum GPA required for graduation. Semester Hours 3 (3 led/1 lab)

Prerequisites and/or Corequisites:

No Prerequisites.

Course Notes and Instructor Recommendations:

CDEC 2341 is currently offered in the spring semester. The lab component is an important aspect of the course and will involve the student doing lab at an after school program. More information will be available from the instructor. Most after school programs will require a background check**. During the Spring of 2021, Lab Placements and lab requirements will be altered due to current health restrictions**.

Instructor Information:

Emily Stottlemyre
CSC Child Development Center
254/299-8523
estottlemyre@mclennan.edu
Office hours will be posted on office door.

Caring for School Age Children
Wadsworth/Cengage
 6th Edition,
By Phyllis Click
ISBN #: 978-1-111-29813-5
MCC Bookstore Website: **http://www.mclennan.edu/bookstore/**

Methods of Teaching and Learning:

The content and information for this course will be presented through an online format. It will be important to log into D2L, Brightspace regularly: At least every other day is recommended. Evaluation of the student is discussed later in this syllabus. The course will consist of online lectures, discussion boards, videos, lab and other assignments.
As noted, the lab component will be altered in the Spring 2021 semester. See course for additional information.

Course Objectives and/or Competencies:

By the end of the course, the student will be able to:

1. Outline growth and development of the school age child.
   a. Describe physical and motor development.
   b. Describe cognitive development.
   c. Describe social development.
   d. Describe emotional development, including self-concept and self-esteem.
   e. Describe language and literacy development.
   f. Describe principles of growth and development related to a multi-age setting.
2. Analyze components of quality school age programs.
   a. Discuss characteristics of quality programs.
   b. Examine the role of play.
   c. Describe the characteristics of play behaviors including the relationship between gender and play.
   d. Discuss social and cultural influences which impact school age programs.
   e. Explain the importance of establishing and maintaining strong, positive communication and collaborative relationships with families and resource professionals, as needed.
   f. Explain appropriate teacher roles and responsibilities for caregivers of school age children.
   g. Describe routines used in school age programs and their importance in meeting children's needs.
   h. Discuss health and safety issues affecting school age children.
   I. Develop appropriate schedules.
3. Analyze elements of appropriate indoor and outdoor environments.
   a. Describe developmentally appropriate indoor environments.
   b. Identify characteristics of effective room arrangements.
   c. Describe developmentally appropriate outdoor environments.
   d. Identify strategies for adapting programs to a variety of settings.
   e. Discuss strategies for adapting environments for children with special needs.
4. Provide developmentally appropriate materials and activities.
   a. Choose and/or make developmentally appropriate materials for use in school age programs.
   b. Use assessment to plan and implement developmentally appropriate activities.
   c. Utilize strategies for adapting materials and activities to multi-age groups and to children with special needs.
   d. Develop activities to address issues related to bias and diverse cultures.
5. Use developmentally appropriate teaching and guidance techniques.
   a. Use appropriate schedules and transitions.
   b. Use appropriate direct and indirect guidance techniques.
   c. Use negotiation and problem solving techniques.
   d. Demonstrate teamwork skills while working with colleagues in school age programs.
   e. Utilize strategies for working with children in multi-age settings.

Course Outline or Schedule:
TECA 2341.87 Proposed Topics and Due Dates. A separate document is in the module with this Instructor Plan. Spring 2021 - Subject to change.

Course Grading Information:
Assignments
Assignments are in each module. All assignment must be submitted through Brightspace.

Reflection Papers: 25% of grade. See the individual assignment requirements. These assignments will be an opportunity to reflect on important issues and concepts.

Written Lab Assignments: 30% of grade
There will be four written lab assignments. Follow the format described on the rubric provided. **Due to COVID 19 restrictions, lab hours will not be able to be completed at an OST program. Lab assignments will contain a variety of alternative activities and must be submitted to receive credit for lab hours and the assignment**.

Individual Activity: 10% of grade
Choose a developmental learning activity. This should be something that is appropriate for school-agers. It can be as simple or as complicated as you choose. See rubric for details.

Final Project :10% of grade
  See rubric for requirements.

Discussion Boards: 15% of grade. See topics for each discussion board in the module. An initial post with three substantiative responses by the assigned due date.

Class Participation :10% of grade. Based upon the active participation in class assignments, including lectures and accompanying videos, discussion boards and written assignments. Attendance will be taken.

Students have the responsibility of keeping up with due dates.

Grading The system of grading will be based on the general standard of:

90 -100	= A
80 - 89	= B
70 - 79	= C
60- 69	= D
Below 60	= F

- A minimum grade of C is required in all CDEC classes for graduation.
- A grade of "W" (withdrew) is given for an instructor or student initiated course withdrawal through the 12th week of a semester. After the 12th week or until the end of

the semester, if a student withdraws from a course, the instructor will either assign a "W" if passing work was being accomplished, or an "F" if the student was doing failing work.

- A grade of "I" (incomplete) is given when a course is incomplete because of reasons acceptable to the instructor (unfinished assignments or lab hours). To be eligible, the student must have essentially completed the course. If the work is not made up within the following long semester, the "I" will be changed to an "F" and the course must be repeated if credit is to be given.

Laboratory Experience
*Note: Due to the Health concerns of COVID 19 the Lab portion of this course will be altered. You will be given lab assignments that will include videos and activities. You must complete these assignments to receive credit for the lab hours and the lab assignment. In order to receive credit for the class you must complete these assignments.

- I am including this information for your information and awareness of typical lab requirements.

*This course has a laboratory component, and you will be required to do one hour of lab each Week (for a total of 16 hours) at a center/facility with school-aged children (K-6th grade). This is non-negotiable. A grade cannot be given until this lab requirement is satisfied. There are no school-age children at the MCC CDC, so you will have to find your own site. You will need to inform the instructor of your placement the second class period. Don't delay making arrangements! It is very likely that the site you choose will require a criminal background check.

In order to receive credit for this class, all lab hours and lab assignments must be completed.

Keep a Record of Lab Hours (form provided by instructor). You will need to turn it in at the end of the semester and it will be checked during the class following the last Friday of each month to ensure that you are keeping up with your hours.

When doing lab hours at off campus site
The student in Child Studies and Education is expected to exhibit mature and responsible actions in all activities. This includes activities/lab hours at off campus sites. The following is expected:

- Arrive and depart at times arranged. Sign in and out as instructed.
- Follow appropriate dress code.
- Turn your **cell phone off and put it away.**
- Use appropriate and respectful language and behavior with adults and children.
- Remain attentive and interact with children as instructed by supervisors at the offsite location (teachers, staff, and/or administrators).
- Follow **all** instructions from supervisors at the offsite location (teachers, staff, and/or administrators)
- Use courteous manners at all times including greeting people and thanking them when you complete your lab hours.
- Let classroom teacher or appropriate staff know when you are leaving the classroom.

Consequences for not meeting these expectations can include loss of points for the assignment and/or the ability to complete the lab hours. If lab hours cannot be completed because the above expectations are not met, or other reasons, you could be counseled out of the Child Development Program.
More specific information will be provided/discussed in class, including the code of ethical conduct.

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Consequences for not meeting these expectations can include loss of points for the assignment and/or the ability to complete the lab hours. If lab hours cannot be completed because the above expectations are not met, or other reasons, you could be counseled out of the Child Development Program.
More specific information will be provided/discussed in class, including the code of ethical conduct.

Late Work, Attendance, and Make Up Work Policies:
Attendance: Regular and punctual attendance is expected of all students, the instructor will maintain a complete record of attendance for the entire length of each course,. Students will be counted absent from class meetings missed, beginning with the first official day of classes. Students, whether present or absent, are responsible for all material presented or assigned for a course and will be held accountable for such materials in the determination of course grades. **Attendance will be determined by active participation in studying lecture and accompanying videos, submitting assignment in a timely manner, and participating in assigned discussion boards. Attendance will be taken weekly.**

Late Work: No late work will be accepted. Under extraordinary circumstances, exceptions can be made. It is the student's responsibility to contact the professor.
All assignments must be submitted through Brightspace.

Reminders:
- **Check Brightspace frequently**. Check the **announcements** and **feedback** on your assignments.
- Communicate with your professor. When communicating by email, **use your MCC Student email address**!
- *A total of 16 hours of lab must be completed for CDEC 2341. As noted in the spring of 2021, this will be altered. The hours will be determined by thoroughly completing lab assignments. *

- Late assignments will not be accepted. Exceptions will be determined by the professor.
- To receive an incomplete, you must have a passing grade.
- All lab hours must be completed to receive a grade* In the spring of 2021, lab assignments will be the tool to determine completion of lab hours. You must complete lab assignments in order to receive credit for lab hours. **You cannot receive a grade in the course until all lab hours/assignments are complete.**

Student Behavioral Expectations or Conduct Policy
In general, students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and an attitude that seeks to take full advantage of the education opportunity. The Highlander Guide describes the rights, privileges, and obligations of students affiliated with MCC. The complete guide may be accessed by clicking here: Highlander Guide

Ethics: It is the student's responsibility to read the General Conduct Responsibility Policy in the Highlander Guide (MCC Student Handbook) and the Child Development Code of Conduct Guidelines. Any breeches of conduct will result in disciplinary action. Acts of dishonesty and disruptive behavior will not be tolerated. Students may be asked to leave class if necessary.

* **Click Here for the MCC Academic Integrity Statement**
(**www.mclennan.edu/academic-integrity**)
The link above will provide you with information about academic integrity, dishonesty, and cheating.
* * Click Here for the MCC Attendance/Absences Policy

(https://www.mclennan.edu/highlander-guide/policies.html)

Click on the link above for the college policies on attendance and absences.* Also see statement in grading on attendance.*

* You will need to access each link separately through your Web browser (for example: Internet Explorer, Mozilla, Chrome, or Safari) to print each link's information.

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ACADEMIC RESOURCES/POLICIES

Student Support/Resources:
MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at http://www.mclennan.edu/campus-resource-guide/

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact a success coach by calling (254) 299-8226. Students can visit the Completion Center Monday-Friday from 8 a.m.-5 p.m. to schedule a meeting with a success coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff based on household size. Text (254) 870-7573 to schedule a pantry appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

MCC Foundation Emergency Grant Fund:
Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html to find out more about the emergency grant. The application can be found at https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf.

Minimum Technical Skills:
Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

Backup Plan for Technology:
In the event MCC's technology systems are down, you will be contacted/notified through your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

* Click Here for the Minimum System Requirements to Utilize MCC's D2L|Brightspace
(https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html)
Click on the link above for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

Email Policy:
McLennan Community College would like to remind you of the policy
(http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf) regarding college
email. All students, faculty, and staff are encouraged to use their McLennan email addresses
when conducting college business.

A student's McLennan email address is the preferred email address that college employees
should use for official college information or business. Students are expected to read and, if
needed, respond in a timely manner to college emails.

Instructional Uses of Email:
Faculty members can determine classroom use of email or electronic communications. Faculty
should expect and encourage students to check the college email on a regular basis. Faculty
should inform students in the course syllabus if another communication method is to be used
and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with her/his students, it should be
reflected in the course syllabus and information should be provided for the preferred form of
communication.

Email on Mobile Devices:
The College recommends that you set up your mobile device to receive McLennan emails.

Forwarding Emails:
You may forward the emails that come to your McLennan address to alternate email addresses;
however, the College will not be held responsible for emails forwarded to an alternate address
that may become lost or placed in junk or spam filters.

Accommodations/ADA Statement
Any student who is a qualified individual with a disability may request reasonable
accommodations to assist with providing equal access to educational opportunities. Students
should contact the Accommodations Coordinator as soon as possible to provide documentation
and make necessary arrangements. Once that process is completed, appropriate verification
will be provided to the student and instructor. Please note that instructors are not required to
provide classroom accommodations to students until appropriate verification has been provided
by the Accommodations Coordinator. Instructors should not provide accommodations unless
approved by the Accommodations Coordinator. For additional information, please visit
mclennan.edu/disability.

Students with questions or who require assistance with disabilities involving physical,
classroom, or testing accommodations should contact:
>   disabilities@mclennan.edu
>   254-299-8122
>   Room 319, Student Services Center

* Click Here for more information about Title IX
(www.mclennan.edu/titleix)
We care about your safety, and value an environment where students and instructors can
successfully teach and learn together. If you or someone you know experiences unwelcomed
behavior, we are here to help. Individuals who would like to report an incident of sexual
misconduct are encouraged to immediately contact the Title IX Coordinator at

titleix@mclennan.edu or by calling Dr. Drew Canham (Chief of Staff for Equity & Inclusion/Title IX) at 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC by calling 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting the following website: http://www.lighthouse-services.com/mclennan/.

McLennan's Title IX webpage (http://www.mclennan.edu/titleix/) contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

*   *You will need to access each link separately through your web browser (for example Mozilla Firefox, Chrome, Microsoft Edge, or Safari) to print each link's information.*