



2. Discuss the components of an inclusive early childhood learning environment employing developmentally appropriate practices.
3. Observe, record, and interpret data and screening results to make appropriate exceptional children referrals, develop relevant IFSP/IEP goals/objectives, and to document classroom participation and progress.

**REQUIRED TEXTBOOKS:**

Allen, K. E., & Cowdrey, G. E. (2008). *The exceptional child: Inclusion in early childhood education*. (6th ed.). Clifton, NY: Thomson Delmar Learning.  
 ISBN 978-1-4180-7401-2

**SUPPLEMENTAL RESOURCES:**

Computer with Internet Access / Printer (Students may use computers at MCC).  
 E-mail Address - All students MUST use their MCC e-mail address. All class correspondence by e-mail will be sent to MCC e-mail addresses.  
 Word Processor - Word, WordPerfect, or WordPad  
 Storage Device for files (Purchase a flash drive if you are NOT working on your own computer.)

**LEARNING/TEACHING METHODS:**

There will be a combination of reading, writing, and discussion; outside readings; projects/assignments; quizzes and tests; as well as computer and other types of research throughout the semester.

A link will be provided to students to access outside reading assignments on-line. These readings will include excerpts from educational journals and books. Reference information will be provided with each assigned reading.

**ASSESSMENTS/METHODS OF EVALUATION:**

Homework Assignments (Averaged together)	20%
Discussion Board (Averaged together)	20%
Test 1	7%
Test 2	7%
Test 3	7%
Test 4 (Final Exam)	7%
Observation Project	8%
Paper 1	8%
Paper 2	8%
Paper 3	<u>8%</u>
	100%

<b>GRADING POLICY:</b>	93 – 100%	A
	85 – 92%	B
	77 – 84%	C
	70 – 76%	D
	below 70%	F

**COURSE OUTLINE:** This outline is tentative and subject to change.

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<b>eDates</b>	<b>Assignments and Due Dates</b>
<b>eJan 5-Jan11</b>	Introductions in Discussion Board Introductions
<b>Jan12-Jan18</b>	Chapters 1-3
<b>Jan 19-Jan 15</b>	Chapters 4-5
<b>Jan 26-Feb 1</b>	Chapter 10
<b>Feb 2-Feb 8</b>	Chapter 6
<b>Feb 9-Feb 15</b>	Activities associated with Ch 6 (and chapters 14-17)
<b>Feb 16-Feb 22</b>	Activities associated with Ch 6
<b>Feb 23-Mar 1</b>	Chapter 7
<b>Mar 2-Mar 8</b>	Activities associated with Ch 7 (and chapters 14-17)
<b>Mar 9-Mar 22</b>	Activities associated with Ch 7
<b>Mar 23-Mar 29</b>	Chapter 8
<b>Mar 30-Apr 5</b>	Activities associated with Ch 8 (and chapters 14-17)
<b>Apr 6-Apr 12</b>	Activities associated with Ch 8
<b>Apr 13-Apr 19</b>	Chapter 18 and Conclusion Essay
<b>Apr 20-Apr 29</b>	Review for Exam
<b>Apr 30-May 3</b>	Exam

## **STUDENT ATTENDANCE POLICY:**

### Class Attendance

The attendance requirement for Early Childhood Education and Early Childhood Teacher Associate students is ninety percent (90%). Attendance will be determined by completion of assignments, discussion board participation, and logging in blackboard. Attendance will also be taken for each class meeting date.

To enter section 50 (Internet) courses, students must do two things:

- (1) First, students must complete a technology assessment located on the Blackboard or Moodle login page.
- (2) Second, students must login into Blackboard or Moodle and complete the first assignment within seven (7) school days.

Class attendance is considered a necessary part of the educational experience and is required in curriculum courses. For this reason, a maximum number of hours students are permitted to miss has been established at 20 percent (all fractions are rounded down) of the total contact hours of a curriculum course. Three tardies equal one hour's absence. Stricter attendance requirements of 10 and 15 percent, based upon the difficulty and complexity of the subject matter, have been imposed by several departments and individual courses. General Education and Developmental courses are at the 15 percent attendance requirement. The attendance requirements for Medical Assisting, Physical Therapist Assistant, Dental Assisting, and Equine Technology are more rigid than the institutional policy and may be found in the appropriate program's handbook.

The attendance requirement for Early Childhood Education and School-Age Education is ninety percent (90%).

Absences will be counted beginning with the FIRST class session a curriculum course is scheduled to meet even though students may register late. Students are responsible for knowing the attendance requirements for each course (20, 15, 10, or 0 percent).

Under the attendance policy, students have full responsibility for any class session missed. There are NO excused absences. Every absence counts toward the maximum hours permitted to be missed. When a student is absent from class, the instructor determines if the work missed can be made up. However, work which is made up cannot be used to eliminate absences from a student's attendance record.

A student who misses more than the maximum number of hours permitted will not be eligible to receive a passing grade or an "I" for that course. Students may withdraw if it is before the withdrawal deadline. After the withdrawal deadline students must appeal through the Hearing Committee Process.

Note: Under DVA regulations, the enrollment of veterans or dependents will be terminated or adjusted once they miss more than the maximum number of hours allowed in a class during a semester.

If an instructor fails to report for a class within 15 minutes of the scheduled beginning time and has not left instructions, those students present should sign a sheet before leaving and designate a student to submit it to the Dean of Academic Affairs and Student Services.

### **COURSE POLICIES:**

Attendance: The attendance requirement for Early Childhood Education and School-Age Education students is ninety percent (90%). **REQUEST FOR EXCUSED ABSENCES FOR RELIGIOUS OBSERVANCES\***

**\*In compliance with G.S. 115D-5, MCC policy permits a student to be excused, with the opportunity to make-up any test or other missed work, a minimum of two excused absences per academic year for religious observances required by the student's faith. The policy limits the excused absences to a maximum of two days per academic year.**

Students who wish to be excused for a Religious Observance required by their faith must complete and submit a request form to the instructor(s) prior to the census date of each class. The ***Request for Excused Absences for Religious Observances*** form can be picked up from Student Services. This does not supersede the college-wide attendance policy as outlined in the college catalog or syllabus, with the exception of a reasonable accommodation for the make-up of missed course work.

Make-up Work: Students should make every effort to complete assignments by due date. Make-up work will be determined on a case-by-case basis at the discretion of the instructor.

#### **Academic Integrity Policy EARLY CHILDHOOD/SCHOOL-AGE EDUCATION POLICY:**

Students in the Early Childhood or Teacher Associate Programs at Martin Community College are expected to exhibit the highest personal integrity in all academic work and behavior. Lying, cheating, and plagiarism are forms of academic dishonesty that violate the integrity of any academic process and WILL NOT be tolerated.

For purposes of this class:

Lying includes but is not limited to falsifying information provided as verification for the reason you were not able to complete work on time.

Cheating is receiving, giving, or helping another student receive or give any information during a quiz, test, examination, or individual assignment without the express permission of the instructor; copying work from another student, or submitting work done by another student as your own; using unauthorized materials or equipment during a quiz, test, or examination, e.g. notes or books or electronic devices; communicating the subject matter, or contents of a quiz, test, or examination to another student unless specifically authorized by the instructor to share it; taking a quiz, test, or examination for another student; obtaining quiz, test, or examination questions beforehand, including viewing any quiz, test, or examination presented on the internet before answering for submission; tampering with the grading of a quiz, test, or examination; working with others in completing take-home quizzes, tests, or examinations, or individual assignments unless the instructor specifically authorizes collaborative work.

Plagiarism is to take ideas, writing, etc. from another and pass them off as one's own. Plagiarism is fraud, and under U.S. law it is theft. Almost all forms of expression are covered by some form of legal protection, as intellectual property of the originator. Using another's words or thoughts and not giving them credit appropriately is plagiarism.

Any violation of academic integrity will result in disciplinary actions for a violation of academic integrity. An instructor may give a zero for the assignment, quiz, test, or examination. The student will receive an "F" for the course and will be dropped from the current semester roll. For more information concerning the behavior expected of a student at Martin Community College, please see the Student Governance and Conduct Code on pages 47-48 of the Martin Community College Career Catalogue for 2006-2008.

**If you cannot reach your instructor, you may contact Dr. Phyllis Broughton, Dean of Academic Affairs and Student Services at (252)789-0246 or (252)789-0247 by phone, pbroughton@martincc.edu by e-mail, or in person at her office in Building 2, Room 33.**

**To access the Martin Community College Career Catalog for policies and curriculum requirements, please go online to [www.martincc.edu](http://www.martincc.edu).**

*If you have a need for a disability-related accommodation, please notify the Student Services counselor at (252) 789-0293.*