

SAULT AREA CAREER CENTER
LAW ENFORCEMENT PROGRAM
SYLLABUS

INSTRUCTOR: Mr. Henderson, MPA, PhM, PhD-ABD

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Phone: (906) 635-3839 ext: 5913

Website Address:

Conference Period: 8:00-8:50

TEXTBOOKS:

Hess, K.M, Orthmann, C.H., & Cho, H.L. (2017). *Criminal investigation*, 11th ed. Boston, MA: Cengage Learning

Michigan Department of State Police (2017). *Michigan criminal law & procedure: A manual for Michigan police officers*. Dubuque, IA: Kendall Hunt Publishing.

Peak, K.J. & Madensen T.D. (2018). *Introduction to criminal justice practice and process*, 3rd ed. Los Angeles, CA: Sage, Publishing.

Smith, A. L. & Smith, G. B. (2016). *You decide! Applying the bill of rights to real cases*. North Bend, OR: The Critical Thinking Co.

COURSE DESCRIPTION:

LAW ENFORCEMENT (43.0100 – Law & Public Safety)

In this course you will learn about basic policies and procedures of the legal system, study juvenile delinquency problems and theories, and become more familiar with the work of youth agencies, legislative involvement, and new approaches to juvenile crime prevention. Classroom participation, job shadows, and field trips are included. An application process, including background check, are required for this program. Students who are interested in this program enjoy hands-on activities, learning from actual police officers, collecting evidence and working as part of a team. Students must be junior or senior status. Course will be taught as a two-year program.

May include exposure to the following:

Building Searches	Court Systems	CPR/AED/First Aid	Defensive Tactics
Emergency Response	Fingerprinting	Handcuffing	Hazmat Awareness
Investigation	Leadership	Photography	Physical Fitness Testing
Processing Crime Scenes	Public Speaking	Scenarios	Traffic Control and Stops

CERTIFICATIONS:

CPR/AED
LEIN Awareness Level 1
Career Safe CyberSafety
Stop The Bleed

FEMA IS-100, IS-200, IS-700 and IS-800
Career Safe OSHA 10 Hr Card
Career Safe Interviewing Skills
Blood Borne Pathogens

ACADEMIC CREDIT:

4th year math credit available to senior level students who successfully complete the course.

ARTICULATION:

Students can earn articulated credit at colleges and universities both in Michigan, as well as at out of state institutions, if an articulation agreement is in place. Articulation credit allows a student to earn college credit for specific courses that align to this program of study at no cost to the student. Students must achieve a “B” or higher for all semesters and a score of 70% or higher on the NOCTI national examination.

Current statewide articulation agreements in place under the CIP Code of 43.0100:

<https://www.baker.edu/media/runningStartPdfs/Articulated-Courses---By-CIP-Code.pdf>

<https://www.davenport.edu/office-articulation/articulation-davenport/statewide-articulation-agreement>

<https://www.lssu.edu/wp-content/uploads/2017/07/CJLawEnforcement20160916.pdf>

<http://www.kirtland.edu/wp-content/uploads/registrar/high-school-articulation-credit/Law-and-Public-Safety.pdf>

EXAMINATIONS:

NOCTI – Comprehensive Final Exam – tentative date, May, 2022

GRADING:

The grading scale is as follows:

100-93 is an A	73-76 is a C
90-92 is an A-	70-72 is a C-
87-89 is a B+	67-69 is a D+
83-86 is a B	63-66 is a D
80-82 is a B-	60-62 is a D-
77-79 is a C+	0-59 is an E

Semester Grade = 40% 1st quarter
40% 2nd quarter
20% semester exam

MARKING PERIOD MAKE UP: classroom objectives, assignments, and quizzes and tests

- Classroom Objectives: Is the ability to participate in hands on training activities, staying focused on one's work, a group activity or project, and participating with the cleanup of the area and equipment.
- Assignments: Consist of reading materials and responding to written prompts, writing essays, developing penmanship (printing skills), in class activities, small group activities, research activities, and daily logs.
- Quizzes and Tests: Consist of formal written assessments, and both formal and informal demonstrations of practical skills
- Make-up policy: If a student is absent and/or falling behind in class he/she needs to make arrangements with the instructor for help. A student who has missed a day is still required to make up any missed assignments

EMPLOYABILITY PORTFOLIO:

All students will be required to meet the Sault Area Career Center's employability portfolio requirement in preparation for their senior exit interview. Components of the portfolio include (but not limited to):

- Resume
- Career Center Application
- Cover Letter
- Resignation Letter
- Thank you Letter
- Interview Questions
- 2 teacher recommendation forms
- Certifications (if applicable)

ACADEMIC INTEGRITY:

Cheating or dishonesty of any kind will not be tolerated. Any student found cheating will receive a failing grade on that exam or assignment and may be subject to removal from the course. Students are expected to do their own work. Submitting the work of another person as your own is cheating. As a law enforcement student, you will be held to a higher standard of expectations.

ATTENDANCE POLICY:

Strict adherence to the student handbook will be followed. In addition, timeliness is an adult responsibility; tardiness and absenteeism will result in a loss of points. Attention: Know This...most background investigations performed for new hires by police departments require obtaining work and high school attendance records.

DRESS CODE:

Appropriate clothing will be expected (required) for class, community service, guest speakers and work based learning opportunities. You will be expected to be in business casual. No hats or hoods will be allowed.

LOCKERS:

All SAHS students in the CTE Law Enforcement program will have lockers in the hallway near the Law Enforcement classroom as provided by the school. This effort has been made to allow the students quick access to their locker for safety items that they may need to get before the start of class. Additionally, Area students in the CTE Law Enforcement program will also be issued lockers near the Law Enforcement classroom.

ELECTRONICS POLICY:

Cell phone policy will be posted in the classroom and strictly adhered to. Cell phones will only be allowed the last five minutes of class, with instructor permission. There may be circumstances where they will not be allowed should we have a guest speaker or other event is happening that day. If you are in violation of the cell phone policy, you will be required to place your cell phone in the appropriate yellow cell phone box. It is your responsibility to claim your cell phone before you leave the classroom for the day. If you fail to comply with this requirement you will be disciplined by the loss of cell phone privileges within the classroom for the marking period. Further disregard for the policy will result in further disciplinary action in consultation with the CTE administration.

CLASSROOM POLICIES & PROCEDURES:

- Class begins when the bell rings. You should be at your assigned seat so attendance can be taken and be able to listen to instructions.
- No students are to leave the classroom without permission.
- If you are given permission to leave, you will write your name, time out and destination on the classroom white board (designated) and write your return time upon your return.
- Students are to use the bathroom and get water between class periods.
- The classroom is a safe place for everyone, no student shall make any other student feel unsafe or intimidated as we all have value.
- Positivity is the theme of the classroom, and each student will track weekly positive actions of their peers which they will note and provide at the end of each week to the instructor (these positive comments may be read aloud by the instructor without the author's name).
- Students shall be called upon (volunteers first) to be the weekly Class Leader. They will call roll-call for the class each day and lead the class in the Oath of Honor Pledge as part of the leadership development and public speaking.
- Students shall complete daily logs that shall be turned into the instructor each day before the end of the class period for review.
- Students shall maintain a 3-ring binder of all daily logs and class materials throughout the class and have this binder with them in class. This binder shall be organized and kept current.
- Students shall be prepared to actively participate in class every day.

SAFETY:

All students will complete the Career Safe Start Safe. Stay Safe. OSHA Workplace Training. modules for CTE Training. Modules include but are not limited to: Start Safe. Stay Safe, Fall Hazards, Personal Protective Equipment, Bloodborne Pathogens, Electrocutation Hazards, Hazardous Communication, Preventing Workplace Violence. In addition, training in Cybersafety and Interviewing Skills will be covered. All students will complete a student safety record, indicating training dates and specific training received.

Safety is a key component therefore it will be highly regarded and regulated during class. Students shall adhere to all safety protocols for activities as provided by the instructor to prevent potential accidents and injuries. Students who are found to not be following the safety protocols as described by the instructor shall be warned and the offense noted in their daily activity report. However, this does not prevent the instructor based on the severity of the violation from forwarding the offense on to the Administrative offices for further actions. Students who are found to violate the safety protocols of the classroom more than three times are subject to removal from the program. Additionally, students who commit serious safety violations are also subject to removal from the program. In either case it shall be determined by the instructor and the CTE director in consultation with the high school administration.

WORK BASED LEARNING

All students will be required to participate in a work-based learning experience in this course. Some examples of work-based learning experiences include, but are not limited to:

Career Exploration Days	Career/Job Fairs
Defensive Tactics Training	Field Trips
Firearms Safety	Group Projects
Guest Speakers	Job Shadow
On-site rotations	Workplace Tours
Physical Fitness Testing	Public Speaking
Tours of Industry	

REALITY BASED EDUCATION:

Because there is a reality based educational experience there are occasions where audio and video presentations are used that may contain harsh language including swearing. These are not Hollywood productions but actual video footage from patrol car cameras, correctional cameras, and other type of actual footage. As such you may request that your student not be exposed to that type of language. (see parental permission sheet at the end of this syllabus).

SUPPLIES REQUIRED:

Students will be issued a 3-ring binder that they will bring to class with loose leaf paper, a pen and a pencil. They must have their binder with them daily as they will maintain their daily logs

and all class materials within this binder. They will develop their organizational skills using this binder. The students are accountable to maintain the binder in good condition just like a text book.

SKILLS USA/LEADERSHIP EXPECTATIONS:

As part of our CTE program, you will be expected to participate in either a CTSO (SKILLS USA) or in a leadership experience in our program. SKILLS USA competitions will be available and will be introduced by the instructor to provide more information on the program and how you can participate. Other leadership opportunities will be made available for those that cannot participate in SKILLS USA. The purpose of this is to provide leadership experience within this program prior to completing the course. We will work on expanding your soft skills, as well as your technical skills in this course.

SEGMENTS/COURSE OUTLINE:

- Segment 1 Organizational Structure (semester 1)
- Segment 2 Professional Standards including Ethics and Legal Responsibility (semester 1)
- Segment 3 Safety, Health, and Environment (semester 1)
- Segment 4 Public Safety and Branches (semester 1)
- Segment 5 Law and Legal System (semester 1)
- Segment 6 Public Relations (semester 2)
- Segment 7 Career Development (semester 1)
- Segment 8 Workplace Technology (semester 2)
- Segment 9 Problem Solving/Investigations (semester 2)
- Segment 10 Leadership and Teamwork (semester 2)
- Segment 11 Communications (semester 1)
- Segment 12 Applied Academic In Law and Public Safety (semester 2)

Students will be expected to participate in on-site rotations as part of segment Q in their second year.

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Please READ, Sign and return by September 10, 2021

Student Name(Print)_____

Parent/Guardian and student must sign and return

I am aware of the classroom requirements, and have read the syllabus for this course. A hard copy syllabus has been given to your student. Your student is required to participate and complete related safety training (safety test, and ongoing practical skills) throughout this course.

Parent/Guardian Signature

Date

Student Signature

Date

I wish to NOT have my child view any video that contains swearing or potential violence. Therefore, please EXCUSE/EXCLUDE him/her from the classroom during such potential exposures.

Parent/Guardian Signature

Date

Student Signature

Date