



# Bellaire High School

Act the Way You Want To Be - Soon You'll Be the Way You Want To Act  
Together We Can \* Whatever It Takes \* No Excuses  
Whatever You Do – Make A Difference  
Preparation Powers Performance  
Fail To Plan – Plan To Fail



## JROTC LET (Leadership Education Training) 1/2/3/4 - Course Syllabus – School Year 2023-24

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**Rm:** 1707

**Instructor (LET 2/3/4):** CW4 (Ret) Jennifer Collins

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**Rm:** 1706

**Conference Hrs:** 11:26am-12:19pm **PLC Time:** 11:26am-12:19pm

**Coaching:** M-Th 4:20pm – 6:00pm **Sat:** TBD

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### Prerequisites:

- Successful completion of JROTC Current LET Level
- **Able** and **willing** to participate in JROTC curriculum

### Course Overview / Goal

JROTC program is designed to help develop strong leaders and model citizens.

Cadets in their first year of the JROTC program are introduced to content that will help the leader within them emerge.

As a second-year Cadet, they continue to build on Unit 1 knowledge and skills, and find Cadets introduced to new content that will help them develop as leaders in the program, school and community.

As a third-year Cadet, they continue to build on Unit 1 and 2 knowledge and skills, and find Cadets being introduced to new content that will help them develop their supervisory skills and abilities.

As a fourth-year Cadet, they continue to build on the Units 1-3 knowledge and skills, and find Cadets being introduced to new content that will help them continue to lead others in their battalion.

Overall JROTC is designed to teach high school students the value of citizenship, leadership, service to the community, personal responsibility, and a sense of accomplishment, while instilling in them self-esteem, teamwork, and self-discipline.

JROTC's focus is reflected in its mission statement, **“To motivate young people to be better citizens.”** It prepares high school students for responsible leadership roles while making them aware of their rights, responsibilities, and privileges as American citizens.

## Course Description

**Unit 1 - JROTC Leadership Education and Training (LET) 1: The Emerging Leader** is the first of four courses in the Army Junior Reserve Officers' Training Corps (JROTC) high school program. The knowledge, skills, and abilities you will acquire in the unit are covered in six chapters, which include the following subjects: JROTC Foundations, Personal Growth and Behaviors, Team Building, Decision Making, Health and Fitness, and Service Learning.

**Unit 2 - JROTC Leadership Education and Training (LET) 2: The Developing Leader** is the second of four courses in the Army Junior Reserve Officers' Training Corps (JROTC) high school program. The knowledge, skills, and abilities you will acquire in the unit are covered in eight chapters, which include the following subjects: Leadership, Personal Growth and Behaviors, Team Building, First Aid, Decision Making, Health and Fitness, Service Learning, and Citizenship and Government.

**Unit 3 - JROTC Leadership Education and Training (LET) 3: The Supervising Leader** is the third of four courses in the Army Junior Reserve Officers' Training Corps (JROTC) high school program. The knowledge, skills, and abilities you will acquire in the unit are covered in seven chapters, which include the following subjects: Leadership, Personal Growth and Behaviors, Team Building, Decision Making, Health and Fitness, Service Learning, and Citizenship and Government.

**Unit 4 - JROTC Leadership Education and Training (LET) 4: The Managing Leader** is the final of four courses in the Army Junior Reserve Officers' Training Corps (JROTC) high school program. The knowledge, skills, and abilities you will acquire in the unit are covered in five chapters, which include the following subjects: Leadership, Personal Growth and Behaviors, Team Building, Service Learning, and Citizenship and Government.

## General Expectations

This program intends to teach Cadets to:

- Appreciate the ethical values and principles that underlie good citizenship.
- Develop leadership potential, while living and working cooperatively with others.
- Think logically and to communicate effectively with others, both orally and in writing.
- Appreciate the importance of physical fitness in maintaining good health.
- Understand the importance of high school graduation for a successful future and learn about college and other advanced education and employment opportunities.
- Developmental management abilities.
- Become familiar with military history as it relates to America's culture, and understand the history, purpose, and structure of the military services.
- Develop the skills necessary to work effectively as a member of a team.
- Develop long and short-term goals: personal, professional, and financial.

**Texts/Handouts/Materials/Computers:** The JROTC program makes every effort to conserve paper whenever possible. Therefore, **Cadets MUST bring their laptops to class daily.** Documents will

## JROTC LET1/2/3/4 - Course Syllabus - School Year 2022-2023

be in English and translated to Spanish for parents and ELL students, when possible. JROTC utilizes websites to access curriculum for our program, laptops are a necessity.

**Cadet Portfolios:** Students will establish and maintained their **Cadet Portfolios** beginning their LET 1 year through their LET 4 year at: <https://www.cadetportfolio.com/Home/Login>

Cadet Portfolios will utilize personal email addresses, so coursework and resume may be accessed after departure from JROTC.

Cadets are responsible for maintaining their login and passwords for Cadet Portfolio website.

All assignments and due dates will be found in CANVAS.

Cadet Portfolio is inspectable during the annual JROTC Program for Accreditation (JPA).

### **Content Standards / Outline:**

**Standard 1:** Civics: Participation and Citizenship: Understand roles, rights (personal, economic, political, military service), and responsibilities of American citizens today and throughout history and exercises them in civic action.

**Standard 2:** Personal Growth - Knows how to maintain and promote behaviors which demonstrate personal growth.

**Standard 3:** Working with Others - Demonstrates leadership skills.

### **Topics / Units:**

- Foundations of Army JROTC and Getting Involved
- Being a Leader
- Leadership Skills
- Know Yourself
- Learning to Learn
- Study Skills
- Communication Skills
- Leadership Strategies and Application
- Presenting Skills
- Managing Conflicts
- Career Planning
- Financial Planning
- Winning Colors
- Success Profiler Teaching Skills
- Planning Skills and Social Responsibility

### **Additional Training/Instruction**

- Cadet Challenge
- Drill and Ceremony
- Physical Fitness/Activity
- Leader Assessment & Application
- Military Administration and Inspections
- Electives

### Approved State and JROTC Electives:

Cadets are taught various supplemental subjects selected by the LET1/2/3/4 instructor to include:

- Goal Setting
- Supervising
- Team Development
- Project Management
- Battalion Formations and Movement
- Forming, Inspecting and Dismissing the Battalion
- Suicide Awareness and Prevention
- Taking Care of Yourself
- Understanding and Controlling Stress
- Right to Vote
- Physical Training and Sports
- Financial Management

In addition to a typical JROTC curriculum, Cadets may have the opportunity to participate in a number of co-curricular activities offered by JROTC:

- **JROTC Leadership and Academic Bowl (JLAB):** A competitive program that imparts values of leadership and citizenship while preparing for higher education milestones like college entrance exams.
  - **JROTC Cadet Leadership Challenge:** A one-week summer program held at a location to be determined (TBD) where students experience military skills such as rappelling, urban land navigation, one and two rope bridges, obstacle course, drown proofing, maritime careers, underwater robotics, and robotics. Cadets may be selected to serve in leadership positions from squad leader up to battalion commander.
  - **JROTC Raider/Ranger Swim:** A competitive program for JROTC Cadets in five different fitness and skill events.
  - **Physical Fitness:** Physical Fitness program promotes overall health and fitness, as well as teamwork, self-confidence, and competitive.
  - **Air Rifle:** Air Rifle promotes teamwork, self-confidence and marksmanship skills. Air Rifle/Marksmanship is a College and an Olympic Sport and a Cadet may compete to receive Scholarships for pursuing their College education.
  - **Drill (Service/Unarmed):** Program for traditional drill formations including inspection, regulation and exhibition.
  - **Color Guard:** Program for traditional presentation of the Colors (US flag and State flag or Battalion Colors).
  - **Flag Folding:** Programs for traditional color guard requiring precision folding of the US flag and presentation
  - **Archery:** Archery program promotes teamwork, self-confidence and precision skills.
  - **Robotics:** Robotics program promotes STEM curriculum, teamwork and problem-solving skills.
  - **Drones:** The Drone Program promotes leadership skills while learning to operate and maintain drones while working toward a commercial 107 pilots license.
- c. **Assessments:** Written and Performance Tests: Annual JROTC Essay, Homework (if Applicable) Wearing of the Uniform; PT participation; Community and School Service Activities: JROTC extra-curricular team participation.

**d. LEADERSHIP LAB:** Once a week all Cadets will wear their uniforms and will be given the opportunity to demonstrate their knowledge of the curriculum along with drill and ceremony procedures.

**e. Leadership :** Battalion and company leadership positions will be assigned, and Cadets will have opportunities to lead during class, drill, ceremonies and formations. Cadets will receive promotions based on their grades, conduct, and performance. In accordance with (IAW) the U.S. Army Cadet Command regulation, CCR 145-2, Cadets who fail to meet standards may be removed from leadership positions, demoted and be suspended or removed from JROTC teams and disenrolled from the JROTC program. Reasons include poor grades, performance, and misconduct in JROTC or the school.

**f. Uniform Wear and personal appearance (IAW Cadet Command Regulation 145-2):**

1. Once a week all Cadets will wear their uniforms - Cadets are issued an AJROTC uniform (shirt, pants, t-shirt, socks, footwear, beret, belt and buckle, and earn Cadet decorations and awards) at no cost on a loan basis. Signing for a uniform constitutes agreement to wear the uniform completely and properly **Uniform wear is on Wednesday – make up wear day MUST be before the next uniform day.** The uniform will be neatly pressed and worn to standard. On uniform day, **Cadets will wear the uniform throughout the entire school day, to include to and from school, unless specifically excused by one of the instructors.** Repeated, unexcused failure to wear the uniform during the week will result in one or all of the following: lower academic grade, loss of leadership position and rank, suspension from JROTC teams and Cadets disenrolled from the JROTC program. Parents are expected to assist in encouraging their Cadet to wear their uniform once uniforms are issued. (Normally, not until mid-September to early-October).

2. **Males** - Hair will be well groomed when in uniform. It will not be excessive or present a ragged, unkempt or outlandish appearance. Hair will not fall over the eyebrows or below the collar. Sideburns will not extend beyond the lowest part of the ear opening. The face will be clean shaven daily, except for well-groomed mustaches. Hair will not interfere with the proper wearing of the beret.

3. **Females** – Hair will either be cut so it will not touch the collar or worn up. All hair holding ornaments (barrettes, pin or clips) if used must be transparent or similar to hair color. No outlandish hair colors or hair styles are allowed when in uniform. Hair will not interfere with the proper wearing of the military headgear.

4. **Jewelry** – Males will not wear earrings in uniform; females will wear only one earring per ear. Earrings must be small diamond, silver, gold or white spherical not to exceeding ¼ inch in diameter. There will be no other piercing in uniform. Only one religious medallion may be worn around the neck, and only a watch and one ring on each hand is allowed (no bracelets or friendship knots).

**e. Drill & Ceremony (IAW TC 3-21.5)**

Drill and Ceremony training will be conducted in conjunction with PT or uniform wear days or as designated by the instructors. All grade level students are required to participate in individual and unit level D&C training.

**f. Physical Fitness Training:**

Physical Training (PT) is held on Mondays. **Gym shoes are required to participate in PT.** Physical Training may consist of exercises, one-mile run/walk, circuit interval training, or group relay races. Cadets will also participate in lifetime team sports such as soccer, pushball & volleyball. At the end of the school year, each Cadet will participate in the Cadet Challenge, with the opportunity to earn a ribbon for medal for outstanding performance. **Cadets will be excused from PT if they have a medically documented illness/injury from a medical care provider or school nurse.**

**Grading**

**Power School is linked to CANVAS (LMS), and grades will appear in both. Power School grades take precedent over any grade in CANVAS (if there is a discrepancy).**

The following percentages will be assessed the following percentages:

- **Classroom Participation & Attendance – 40%**
- **Exams/Essay/Quiz/Leadership Lab– Quiz, Essay & Test, Wear & Appearance / Uniform Inspection / Drill & Ceremony / District & Federal Inspection Prep– 35 %**
- **Physical Fitness Participation – 25 %**
- **Volunteer / Community Service – 2 - 5 pts (added to your cycle grade)**
- **JROTC Team Participation 5 pts per semester (added to your cycle grade once you've competed)**

All assignments and projects are based on points. The points you receive on each of the scoring guides will be totaled and translated to grades as follows:

<b>Academic Subjects</b>	<b>Conduct</b>
90-100 = excellent	E = excellent
80-89 = good; above average	S = satisfactory
75-79 = satisfactory; average	P = poor; below average
70-74 = passing; below average	U = unsatisfactory
Below 70 = unsatisfactory; failing	

**Mandatory Activities**

Throughout the school year the following activities are scheduled, and Cadet attendance/participation is expected. As a required activity the student will receive a grade for attendance and must be in the appropriate uniform, as discussed in class. Parents will receive a permission slip for these activities, which must be signed and returned to the instructor prior to the activity. **Exceptions will be considered on a case-by-case basis, and an alternate assignment may be offered as an alternative for the grade.**

Open House (September)

College Night (October/November)

Veteran's Day Parade (November)

**Service Learning Project (December)\*\***

## JROTC LET1/2/3/4 - Course Syllabus - School Year 2022-2023

Houston Marathon (January)  
Martin Luther King Parade (January)  
Cardinal Kickoff (February)  
**Military Ball (April)\*\***  
End of Year Trip (May)\*

\*The end of year trip is optional because it requires Cadets to pay their own way to participate.

\*\*Service learning is an active and experiential learning strategy where students have a direct impact on an identified need that interests and motivates them. It requires sequential lessons that are organized so orientation and training come before the meaningful service activity and structured reflection follows the activity. Service learning is a step up from community service; it brings academics to life and is driven by student involvement. It identifies essential needs in our school or community, and then students decide on their project. In addition, they plan and carry out their own projects and take responsibility for their learning. Reflecting on the experience will reveal the importance of service work and the impact they are making on themselves and others.

**\*\*The Military Ball is a military style formal dinner/awards ceremony that recognizes those Cadets at each LET level who have distinguished themselves throughout the year. This is our one formal event for the year, and ALL Cadets are expected to attend. The date will be announced at the beginning of second semester and Cadets should plan accordingly to attend. The event is at NO COST to our Cadets, and attendance will be associated with a leadership grade that is worth 300 points.**

### Classroom Discipline

The mission of JROTC is to motivate young people to be better citizens. We believe the cornerstone to this effort is self-discipline. In JROTC our Cadets are expected to conduct themselves at all times in a manner which will reflect great credit upon themselves, their families, Bellaire High School and the community. The JROTC Program values include: character, student achievement, fitness, leadership, teamwork, personal and social responsibility, selfless service to the community and others, and American heritage and history.

Undisciplined Cadets who are unwilling to properly conduct themselves will be encouraged to correct their deficiencies. The negative consequences of misbehavior in the classroom are in accordance with both school policy and the regulatory directions governing the conduct of the Army JROTC program.

Good behavior and performance in the program can result in the following positive actions:

- Awards, decorations and public recognition
- Field trip participation and administrative duties requiring trust
- Written or verbal commendations and positive calls to parents
- Promotion or assignment to increasingly higher duty positions
- Recommendation for advanced promotion upon entry to the Armed Forces, advanced placement credit in the Senior ROTC College Program and/or recommendation for the United States Military Academy or a JROTC College Scholarship.

## **Fund Raisers**

To be able to provide for the Cadets to participate in the various events and not be required to charge them an activity fee, Cadets are expected to fully participate in any fund raisers conducted by the JROTC department. JROTC fundraisers include:

Vertical Raise / Snap Raise—email solicitation to family and friends of JROTC Cadets and their parents to donate monies to our program over the course of about 30 days. Once the campaign is complete, email cease. This is an opportunity for family and friends to make a one-time donation to support their Cadet, and not have to buy any unwanted cookie dough, Christmas paper, etc.

Wreaths Across America Fundraiser – fundraiser conducted to support the Wreaths Across America Community Service Project conducted each year. The continued support of the organization by the Battalion assists to ensure each gravestone at the Houston Veteran’s Memorial Cemetery has a wreath when we attend the annual WAA event in December. Participation is strongly encouraged for ALL Cadets. Cadets are requested to sell 5 wreaths (Battalion T-Shirt to every Cadet selling min. 3 wreaths).

Additional fund raisers may be used to offset the costs of other activities for the program. Donations for the program are always welcome.

If a parent is interested in joining the JROTC booster club, please contact CW4 (Ret) Jennifer Collins at [Jennifer.collins@houstonisd.org](mailto:Jennifer.collins@houstonisd.org) or 1SG John Sanford at [john.sanford@houstonisd.org](mailto:john.sanford@houstonisd.org), and one of the instructors will get you in touch with this year’s president.

## **Absences / Tardies:**

**In accordance with HISD/Bellaire Absence / Tardy Policy the following they will be recorded as follows (2, 3, 4, 6 periods):**

1. **A student who is 20 minutes or more tardy will be recorded as absent by their instructor in Power School, with or without a pass.**
2. 1<sup>st</sup>-3<sup>rd</sup> tardies – warning from Instructor and entered in PowerSchool
3. 4<sup>th</sup> tardy – Parental contact from Instructor
4. 5<sup>th</sup> tardy – Instructor assigns consequence (lunch/after school detention: instructor discretion)
5. 6<sup>th</sup> tardy – Instructor submits discipline form with documentation and after school detention will be assigned/Parental contact
6. 7<sup>th</sup> & 8<sup>th</sup> tardy – Referral to Assistant Principal – after school detention. Begin RTI Process
7. 9<sup>th</sup> & 10<sup>th</sup> tardy – In School Suspension
8. 11<sup>th</sup> tardy – Suspension

**Administration will issue Tardies for all students in 1<sup>st</sup>, 5<sup>th</sup>, and 7<sup>th</sup> periods.**



## Virtual Addendum:

### Attendance:

Students who are engaged in daily learning as defined below will be considered “present” and will not be marked absent.

1. Participation in CANVAS, the HISD Learning Management System (LMS) and completion of independent reading and work assignments.
2. Interactions with teachers via Microsoft Teams as part of live or small group instruction.
3. Submission of assignment(s) via CANVAS. When unable to submit via CANVAS, students can submit assignments via emails, photos, phone conferences, or other forms of documentation.

Students who have not met at least one of the three requirements above by the following times will be marked absent:

- **High schools** – 3:30 p.m.

Absences can be resolved if the student engages in daily learning assigned by their teachers by 11:59 p.m. that same day. Parents and students will receive absence notifications via School Messenger after 6:00 p.m. each day and will be reminded of the opportunity to resolve that day’s absence if the student engages in learning before 11:59 p.m. of the same day. Any absences recorded, but resolved by the student before 11:59 p.m. on the same day, will be reconciled based on login records of the CANVAS or with teacher verification.

If a student is engaged in remote learning and completes learning activities for the entire week on Monday and does not log in for the remainder of the week, he/she will be marked “present” on Monday only and counted “absent” for Tuesday-Friday.

State law TEC §25.092 and Houston ISD Policy still require students to attend at least 90% of their classes to receive credit and be promoted. Remote attendance will count in the same manner as on-campus (face-to-face) attendance in satisfying this requirement.

### GRADING:

***Grades will count!***

During virtual learning, your student will follow the same grading system guidelines as in-person learning.

Teachers receive support and guidance on effective grading practices to ensure that grading guidelines are followed in both instructional models. Teachers will be expected to measure student progress by grading at least two assignments per week. Teachers will post grades on a weekly basis.

## JROTC LET1/2/3/4 - Course Syllabus - School Year 2022-2023

Courses taken as Dual Credit or Dual Enrollment will be subject to the grading policies of the Institution of Higher Education (IHE) issuing the college credit.

Additional information on grades:

- Grades will be taken during each grading cycle of the 2020-2021 school year.
- All cycle grades will be used in the calculation of the final average for any class.
- Final exams will be administered for all high school credit courses.
- Teachers will be recording grades, which will be available for parents and students to access through the HISD Connect Parent Portal (log-in information will be provided by campuses).

Virtual Schedule with Consecutive A/B days

DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
PHYSICAL FITNESS	PHYSICAL FITNESS	ACADEMIC	ACADEMIC	ACADEMIC

Attendance is strongly encouraged during the Microsoft Live Teams Sessions each morning. For each day you attend the Live Microsoft Teams Session you will be given “1” point. (Only the morning Live Microsoft Team Sessions will count for this calculation.)

The following calculations will be taken during the first 6 weeks of virtual learning (beginning Week 2):

Progress Report & End of Grading Cycle

$$\frac{\text{Total \# of points received for Live Microsoft Teams Session}}{\text{Total \# days Live Microsoft Teams Sessions Conducted}} = \%$$

This grade may be used to replace one TEST grade or one Assignment if the grade will improve your grade.

## JROTC Website

Keep up with JROTC at: <https://bhsjrotc.wixsite.com/bellaire-jrotc> .

JROTC Instagram: @bhsjrotc

**Definition of Discipline** - instant, willing obedience of all orders, respect for authority, self-reliance and teamwork



**Student's acknowledgement:**

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent's acknowledgement:**

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Email:** \_\_\_\_\_