

# MOCC Fire Academy

## Syllabus

**INSTRUCTOR** Samantha Luce Phone: 231.796.5805 ext. 1143 Email: sluce@moisd.org  
Credentials/Experience:

Big Rapids Fire Department - Current part-paid firefighter for 8 years

Mecosta Township Fire/Rescue - Captain and active member for over 4 years

Mecosta County EMS - Paramedic for 2 years, EMT for 6 years prior

### **COURSE DESCRIPTION**

This course is designed for students interested in earning their Firefighter I & II certification and Hazmat Operations.

### **COURSE SPONSORS**

The City of Big Rapids Department of Public Safety Fire Division and Morton Township Fire Department serves as the advisory Department and is approved by the State of Michigan.

### **MATERIALS**

**TEXT:** Books with an online code for JB Learning will be provided by the school. Fundamentals of Firefighter Skills and Hazardous Materials Response, Fifth Edition.

**SUPPLIES:** Paper for note taking and internet for online learning in class or at home is acceptable. Please let me know if you do not have access to the internet for this class so we can work to get you resources.

### **HEALTH AND SAFETY**

Students work in squads and must understand they will be in close contact with others, so **cleanliness** and **good personal hygiene** is expected on a daily basis. Due to the nature of the program, there will be absolutely **NO HORSEPLAY**. Any horseplay can, and will, result in discipline up to and including dismissal from the program.

### **CELL PHONE POLICY**

Unless authorized prior by the instructor, cell phones are NOT allowed to be used in class. Phones will be put away at all times and will only be removed during break time. Phones will be able to be secured in the instructor's office during school hours, and field trips (per student request). If you have a reason to have your phone out on your desk due to family emergencies please see me and let me know.

\* Any phone brought into the classroom is the responsibility of the student and not the MOCC. Any lost, stolen, or damaged phone is the responsibility of the student who brought it to the career center.

### **LEAVING THE PUBLIC SAFETY CLASSROOM**

If a student needs to use the restroom they may do so after informing the instructor and taking the bathroom pass. During our break

(typically halfway through class) students can leave the room (ie. bathroom, snack machine, drinking fountain) they may not just roam the school to find friends. **The break is only for students who pass the inspection at the beginning of class wearing their uniform shirt.**

## **SMOKING/FOOD & BEVERAGE/STUDENT BEHAVIOR POLICY**

Students are expected to comply with Career Center policy.

**ATTENDANCE** - In accordance with the Career Center Attendance Policy. This course has a required amount of hours to qualify for state certification. If days are not made up and the students miss too many days they may not be able to certify at the end of the school year. Some assignments may not be made up if not in attendance due to field trips, presenters, and classroom assignments.

**IMPORTANT ATTENDANCE INFORMATION:** If a student will not be attending MOCC they (or a parent/guardian) are required to contact the instructor via email ([sluce@moisd.org](mailto:sluce@moisd.org)), Groupme, or telephone (231.796.5805 ext. 1143 or MOCC front desk 231.796.5805).

***Treat this class as your JOB. If you will not be in class, you need to be responsible and let me know.***

## **ADVANCED LEARNING OPPORTUNITY**

**Advanced Learning Opportunity** All of the Advanced Learning courses offered will give you a chance to gain certification.

## **GRADING**

MOCC Public Safety Grading Scale		
A	100 – 93.00	Completer
A-	92.99 – 90.00	Completer
B+	89.99 – 87.00	Completer
B	86.99 – 83.00	Completer
B-	82.99 – 80.00	Completer
C+	79.99 – 77.00	Completer
C	76.99 – 73.00	Completer
C-	72.99 – 70.00	Completer
D+	69.99 – 67.00	Non-Completer
D	66.99 – 63.00	Non-Completer
D-	62.99 – 60.00	Non-Completer
F	59.99 -0.00	Non-Completer

Fire Fighting	
Category	Percentage of Grade
Work Ethic & Employability	30% Career Readiness
Tests / Quizzes	30% Written Summative Assessment
Hands-on Skill	30% Hands-on Skill Assessment
Assignments	10% Completed work

### **APPEAL/GRIEVANCE PROCEDURE**

As with any activity or learning opportunity we offer at the MOISD Career Center, if any student feels they have not been treated fairly they have the right to contact the Principal and he will address the issue as he feels is best. The Principal's decision is final.

Notice of Nondiscrimination In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and the State of Michigan's Elliott-Larsen Civil Rights Act of 1977, Section 102(a) it is the policy of the Mecosta-Osceola Intermediate School District that no person shall, on the basis of race, color, religion, national origin or ancestry, gender, age, disability, height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program or activity or in employment. In addition, arrangements can be made to ensure that the lack of English language skills is not a barrier to admission or participation. Inquiries regarding this policy should be directed to: Superintendent or superintendent designee, Mecosta-Osceola Intermediate School District, 15760 190th Avenue, Big Rapids, MI 49307, Telephone (231) 796-3543.

### **STUDENT CONFERENCES**

Student conferences will only be scheduled per the request of the instructor, parent, or student. Please know you are welcome to contact me at any time if you have questions or concerns.

### **UNIVERSAL ACCOMMODATIONS**

The following accommodations will be used in accordance with regular teaching strategies to ensure a fair, quality, and rigorous education for all students.

- All students are able to download the "Speak it" extension for reading tests individually
- Administering of assessment by a qualified person who is familiar with the student
- Tests may be taken in an alternative setting when requested
- Provides auditory, visual, or physical cues to students to begin, maintain, or finish tasks
- Verbal Praise
- Directions are clarified, repeated, or reworded when necessary
- Preferential seating when able (student is responsible for advising instructor)
- Teacher-directed instruction
- Multiple modes of learning – computer, verbal, visual, written
- Extended time for work completion as determined by the teacher(s).
- Concepts and skills are related to meaningful examples
- Large assignments are broken into small tasks.
- Visual schedules and learning targets/success criteria are posted.

### **JB Learning and SKYWARD**

Students will be responsible for checking JB Learning from home if they are absent. JB and Skyward will be checked in class every week. This will allow the students to gain access to classroom assignments, content missed while absent, & their grades. It is the responsibility of the student to complete work and make sure the information is accurate every week and their responsibility to know if they have missing assignments.

### **INCLEMENT WEATHER**

The MOCC Public Safety class uses the same Closure/Cancellation policy as the MOISD.

### **IMPORTANT INFORMATION**

Within the field of Public Safety, there are things viewed for learning purposes that the typical High School student may not be used to seeing. Some examples of this would be the Mecosta County Morgue tour, hospital tour, jail tour, crime scene photos/videos, severe burn victim photos, work-based learning calls, disturbing dispatch content, court cases, etc. I always give students the option to step out of the room during difficult content.

**Please turn in this page to your instructor for your file at MOCC.  
Keep the syllabus for your review after turning in this page**

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I have read the Fire Academy Syllabus & understand what the MOCC Public Safety curriculum entails & the expectations/standards for the school year.

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**Student Signature**

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**Date**

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**Parent/Guardian Signature**

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**Date**

Feel free to contact me at any time with concerns or questions via email at [sluce@moisd.org](mailto:sluce@moisd.org).

**Please feel free to share any questions you may have, as well as any information about your student that you believe would be helpful for the upcoming school year. I look forward to working with you and getting to know your student.**

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