**English: 9th & 10th Grade
Ajo High School**

2015-2016 Course Guide

Mrs. Sandy Powell (Room 11)

spowell@tabletoptelephone.com

**COURSE OVERVIEW**

This course is based on the belief that you are all capable of producing high quality work and of achieving high academic standards. The purpose of this course is to provide advanced instruction in English language skills including reading both literary and informational texts, writing in multiple genres, speaking and listening, vocabulary development, and grammar usage and mechanics in the content areas of literature and language. Students will develop their critical thinking skills with a mindset towards college and career readiness.

**Materials Required:** Loose leaf paper, 3 ring binder with dividers, composition notebook, pencils, blue and/or black pens, USB flash drive, 3 highlighters of various colors, agenda/planner

**EVALUATION**

 Tests/Quizzes 35%

 Papers/Projects 35%

 Classwork/Homework 30%

**DISTRICT GRADING SCALE**

90—100 A

80—89 B

70—79 C

60—69 D

Below 60 F

**CLASSROOM RULES**

1. Be Prompt
2. Be Prepared
3. Be Productive
4. Be Polite & Respectful

**CLASSROOM EXPECTATIONS**

* It is vital to your success as a student that you are **organized**. I expect you to use a **3 ring binder with at least FIVE dividers**. These dividers should be labeled: “Course Guide/Calendars” “Assignments/Handouts,” “Writing,” “Notes,” and “Vocab Words.” I recommend having extra dividers to use as you see fit and an abundant supply of loose leaf paper at all times.
* You will need a composition book or spiral bound notebook for your daily notebook assignment. This notebook **may NOT be used for any other subject**. It will be checked periodically throughout the year for completeness and accuracy. This notebook should ONLY contain these daily notebook assignments and NOTHING else.
* **HOMEWORK** will be submitted on time. I will keep all of your homework in a folder with your name on it and give you a grade for this **homework folder** periodically throughout the year.
* Turn in **original** work – that means no copying, no sharing of answers, no exceptions.
* **Cheating is PROHIBITED**. Academic Integrity is vital in my classroom. When you cheat, you automatically lose my trust. Any and all forms of cheating and/or plagiarism are strictly prohibited and will result in severe consequences, including but not limited to: a zero on the assignment or a grade reduction, parent/guardian and principal notification. *Cheaters NEVER prosper.*
* Turn in work that reflects effort and critical thought – work should be more than superficial, cursory response. DO NOT just do the bare minimum in my class. EVER.
* Do your best on every assignment. Take pride in your work. Let me see your “try.”
* Hand in work that is written in Standard English paying attention to mechanics, grammar and spelling (NO TEXTING LINGO).
* I expect you to be focused on what we are doing in class. **This means that you should not be doing work that does not directly pertain to the material we are covering in class**. (In other words, NO chemistry homework).
* Participate! I need you to share your opinions and beliefs in order for this class to be productive and fun. You will only get out of this class what you are willing to put into it. “Wherever you are, be ALL there…”
* **Communicate with your teacher**. I am here to help guide you through this course. I cannot help you if I am unaware of any concerns, questions or problems you are having.
* **Electronic devices** (cell phones, iPods or MP3 players) are prohibited for use in my classroom.
	+ First Infraction – teacher confiscation. Students can retrieve device at end of period.
	+ Second Infraction – school confiscation. Parents must retrieve device from the office.
* **The Restroom** – Students may use the restroom when given permission. You must take and return restroom pass for each visit; only one student out at a time. If you abuse this privilege, it will be taken away from you. Students will be allowed **three** restroom passes per quarter.
* **It is YOUR responsibility to check the class calendar for your assignments**. This will be available online and posted on the board weekly. Now is an excellent time to get into the habit of writing all assignments and due dates down in your personal planner! You MUST keep up with this class even when you are absent.
* **Electronic submission of work** – all major writing assignments will be submitted to turnitin.com. If you are absent and a major assignment is due (a research paper, an important essay), you must **still submit your work.** If I don’t have the assignment on the due date, you will receive a **zero** on the assignment**.**
* **Turnitin.com** – Students will be required to submit all written work to the anti-plagiarism website [www.turnitin.com](http://www.turnitin.com). A grade reduction will be taken if incomplete. Registration for this program will be done as a class; however, YOU are responsible for knowing and keeping track of your login information. Your originality report percentage must be **below 15%.**
* **Gradebook** – Students are expected to check the Gradebook on a regular basis and keep up with their individual progress and missing assignments. This will not only help you keep yourself on track, but also make sure your grades are entered accurately. Ultimately, YOU are responsible for YOUR grades.

**BEHAVIORAL EXPECTATIONS**

I expect my classroom to be a safe, productive and healthy learning environment. If you choose to disrupt this environment, of course, there will be consequences. The following is my discipline policy.

 First Infraction – Verbal Warning

 Second Infraction – Verbal Warning, Phone Call Home

 Third Infraction – Written Referral

**CLASS ATTENDANCE and LATENESS POLICIES**

**Lateness/Tardiness –** Tardiness is unacceptable. You are expected to arrive to class on time, prepared and ready to contribute.Students not arriving on time will be sent to the office.

**Absences** - Any student who is absent from school will have 2 days for each day missed (beginning from the day you return to class) to complete any make-up tests, quizzes, homework, and/or in-class writing/assignments. **This rule does not apply to any assignment with due dates set well in advance.** *In the case that the student returns on a day of a quiz or test, s/he will be responsible for taking the test or quiz since these dates are set well in advance.*

**Late Work –** I will only accept late work during the 1st nine weeks and at a 10% reduction rate per day. After the 1st nine weeks, NO LATE WORK WILL BE ACCEPTED. Students are encouraged to work ahead and plan ahead in order to avoid the inevitable “night before curse.”

\*\*Please note that any long-term assignments (not homework) must be electronically submitted to turnitin.com by 11:59 PM on the due date to avoid receiving a zero on the assignment.

**Retakes:** Any major paper or project receiving a “D” or below may be “retaken” (you may revise and resubmit after a scheduled conference). However, failure to complete the assignment in the first place will remain a non-negotiable zero, as not trying is worse than trying and failing. NO OTHER assessments (tests, quizzes, etc.) may be retaken.

STUDENT ACKNOWLEDGEMENT: I have read all policies and procedures for Mrs. Powell’s class and agree to uphold and follow them to the best of my abilities.

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*Print Student Name Student Signature*

**To the Parent – please complete this portion and return to me with your child. Thank you.
Mrs. Sandy Powell—**Room 11

spowell@tabletoptelephone.com

Hello and welcome to the 2015-2016 school year! I am very excited about the upcoming year. I look forward to getting to know your student. To help gain an understanding of him/her, please answer the questions below and return with your student. Also, please review all course policies and procedures & sign the parental acknowledgement form. Thank you for your help and I look forward to working with you!

**Your Student’s Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Child’s parent or guardian information:**
Full Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship to Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_
Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Phone Number: (cell) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (work) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (home)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Preferred Method of Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Describe your student in 5 words:**

**What does your student love to do?**

**What do you wish for your student this year?**

**What are your expectations of me this year?**

**What are your student’s strengths? Weaknesses?**

**What do I need to know about your student to be a better teacher to him or her?**

PARENTAL ACKNOWLEDGEMENT—I have read and understand all the policies and procedures for Mrs. Powell’s class and agree to help and encourage my student to abide by them for success in this class.

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*Print Parent Name Parent Signature*