

English 12 College-Career Ready (CCR)

Palo Verde High School

Course Expectations

2011-2012

Scope:

This one-year course emphasizes the development of critical reading and writing skills. A variety of literature and informational text of steadily increasing sophistication is used. Through close reading, careful writing, class discussions, and presentations, students improve their ability to independently write, analyze, evaluate, and critique text. Students demonstrate increasing sophistication in all aspects of language use. Students actively seek to understand other perspectives and cultures through reading and listening. Technology is used thoughtfully to enhance reading, writing, speaking, listening, and language use. This course fulfills one of the English credits required for graduation.

Goals:

Reading:

- Determine what the text says explicitly and make inferences
- Cite specific textual evidence to support conclusions
- Analyze how and why individuals, events, and ideas develop and interact over the course of a text
- Interpret words and phrases based on connotative and figurative meanings
- Examine how specific word choices affect meaning and tone
- Analyze the structure of texts
- Analyze how point of view or purpose shapes the content and style of the text
- Integrate and evaluate information presented in diverse formats
- Evaluate the arguments and claims in a text
- Analyze how two or more texts address a similar theme, and compare and contrast these texts

Writing:

- Write arguments to support claims using valid reasoning and relevant and sufficient evidence
- Write informative/explanatory texts to examine the complex ideas and information clearly and accurately
- Write narratives using effective techniques, which include well-chosen details and well-structured organization
- Use organization, development, and style appropriate to task, purpose, and audience
- Plan, revise, edit, and rewrite to strengthen writing
- Use technology to produce, publish, and collaborate with peers to develop writing
- Gather relevant information from multiple print and digital sources, assess credibility, and integrate the information to produce short as well as more substantial research projects
- Draw evidence from literary or informational texts to support analysis, reflection, and research

Speaking and Listening

- Participate effectively in a range of conversations, and collaborate with diverse partners
- Integrate and evaluate information presented in diverse media and formats
- Evaluate a speaker's point of view, reasoning, and use of evidence and rhetoric
- Present information with supporting evidence, appropriate organization, development, and style for specific audiences and tasks
- Use digital media and visual displays to express information and enhance understanding

Language

- Demonstrate command of the conventions of standard English grammar, mechanics when writing/speaking
- Make effective word choices for meaning or style
- Apply knowledge of language to understand how language functions in different contexts
- Determine or clarify the meaning of unknown and multiple-meaning words and phrases by using context clues, word parts, and special reference materials
- Demonstrate understanding of figurative language, word relationships, and nuances in word meanings.
- Acquire and use accurately a range of general academic and domain-specific words and phrases sufficient for reading, writing, speaking and listening.

Materials:

The following supplies may be required each day in class:

1. **Pens:** Blue and black ink only for assignments and red (or some other color) for grading
2. #2 pencils with erasers
3. 4 highlighters (different colors)
4. College-ruled paper
5. 1 composition notebook
6. Print-outs of documents provided on the class website or copies of texts collected as homework
7. Dictionary (Merriam-Webster Collegiate recommended)
8. Agenda Planner

Classroom Behavior Guidelines:

All students are expected to follow the guidelines listed below to ensure a positive learning environment:

1. Students must treat all staff, faculty, administration, guest teachers, and other students with the highest level of respect at all times. In return, students will receive the same treatment.
2. Students are to be in their assigned seats with materials ready before the tardy bell rings.
3. Students must stay on-task at all times.
4. Students may only bring bottled water to drink. No food or other drinks are permitted in the classroom.
5. Students are expected to use the restroom and go to their lockers during passing time unless there is an emergency. Restroom passes may not be given during tests, quizzes, or lectures.
6. All students are expected to have cell phones and other electronic devices **turned off and put away** in all classrooms. Having any of these items out during a test or quiz will be considered cheating, and the student will receive a zero for that assessment.

Classroom Procedures

Tardies: Students must be in their seats before the tardy bell rings and are dismissed by the instructor, not the bell. Any student who comes to class late will not be permitted to turn in homework that has already been collected, receive handouts, or take any quizzes that were given prior to entering class. Being tardy to class will result in a 3-point deduction from a student's participation points for the day.

Tests: Tests and quizzes will be administered throughout the course of study to determine the individual student's development and comprehension. This will include semester exams.

Assignments: In-class assignments will include discussions, journals, writing exercises, notes, and reading. Homework assignments will include reading, writing, research, projects, and printing texts from the class website. Documents available on the class website must be printed before their use is required in class. The library offers printing services if a printer is unavailable at the student's home.

Writing Assignments: The students will be writing a minimum of two formal essays per quarter. All final drafts must follow the following guidelines:

1. typed
2. double spaced
3. 12-point font
4. typed heading
5. font choices are limited to Times New Roman or Calibri (MS Word default)

A submitted essay must fulfill these requirements to be considered a final draft. Computer disks, emails, or email attachments will not be accepted as final drafts. Only a printed hard copy of the paper will be considered a final draft. Pre-writing and an edited rough draft must be included with all final drafts turned in.

Students should not wait until the due date to print out a final draft as that will inevitably be the moment something goes wrong. No excuses (printer was out of ink, computer did not work, etc.) are accepted for not having a typed final draft. **All final drafts must be submitted through turnitin.com** before they can be evaluated for a grade. Failing to submit a final draft through turnitin.com will result in the student receiving a zero for the assignment.

Late Assignments:

1. Late assignments will only be accepted within 24 hours after the assignment's due date. The late assignment will receive a 50% reduction in the points awarded for the assignment. Essays and projects will not be accepted after their due dates.
2. Each student will receive a late work pass known as No Questions Asked (NQA) at the beginning of each quarter. A student may use this pass to turn in a late assignment without receiving the 50% reduction. Students who do not use

the pass during a quarter will receive extra credit points at the end of that quarter. This pass does not apply to assessments such as projects or essays.

- Major assignments (essays, projects) given to students with more than a week's notification of the due date are due on the given date in order to receive credit UNLESS the teacher is contacted by 8:00 a.m. the day the assignment is due. Contact can be made via email, phone, or in-person. Any major assignment submitted after a due date will not receive credit if the appropriate contact is not made. The assignment must then be turned in by 8:00 a.m. the day the student returns to school, NOT the next class period. The assignment will be accepted and graded only if the absence is excused.

Makeup Assignments:

- Students who are absent from class for any reason **must check the class website** for instructions and texts they missed. Students who need clarification for documents or announcements from the class website should email the instructor with specific questions. It is the student's responsibility to remember to obtain instructions for and turn in makeup assignments.
- Students with excused absences will have 3 school days after their return to coordinate makeup assignments and turn them in according to due dates established with the instructor. Students will be responsible for current assignments in addition to the makeup work.
- Quizzes and tests must be made up before or after school only, and an appointment for makeup within three school days of the original test date must be scheduled with the teacher. Students failing to show for an arranged makeup test/quiz will receive a zero. Students may be given an alternative quiz or test if they are absent on the date it was given.
- Students will not be allowed to make up essays, projects, or presentations. These assignments are given well in advance of the due date. Students who are absent the day an essay or project is due may have someone else turn in the assignment for them by the normal starting time of the class. Students who are absent the day of a presentation will have no opportunity to make up the presentation but may still receive credit if the project is turned in on time. Students may always turn in work early if they are worried they will be absent on the due date.
- Students going on a school approved trip, participating in a school activity, or who have a prearranged absence form **MUST** get work **BEFORE** leaving. If there is an assignment or project due during the time gone, it **MUST** be turned in before the student leaves for the trip or activity. If a test / quiz is missed, arrangements to make up the test must also be made before the student leaves for the activity or trip. All work assigned to student during absence must be turned in upon return.

Progressive Discipline: Students who are routinely disruptive or unprepared will be subject to repercussions; the consequences are as follows:

First offense: written warning

Second offense: parent contact and the lowering of a citizenship grade to an 'S'

Third offense: counselor referral and the lowering of a citizenship grade to an 'N'

Fourth offense: dean referral and the lowering of a citizenship grade to a 'U'

In certain situations, it may become necessary to skip one of the steps of the progressive discipline plan.

Grading Policies

Student grades are determined in relationship to the course objectives stated in the district curriculum guide. Students must complete the coursework in order to earn credit (NRS392.122; CCSD Regulation 5121). The evaluation of a student's performance will be based on many factors, including assessments, assignments, and participation. While a total point system will be used, an approximate breakdown of the percentages for those grades is outlined below.

Quarter Grades:

Assessments (essays, tests, quizzes, projects, and presentations) = 50% of the quarter grade

Assignments (homework, notes, writing exercises, guided practice) = 40% of the quarter grade

Participation (work ethic, discussions, attendance) = 10% of the quarter grade

Semester Grades:

Each semester exam = up to 20% of the semester grade per CCSD regulations

Each quarter grade = 40 - 45% of the semester grade

Grading Scale:

Grades will be figured according to the following scale:

90 - 100% = A	80 - 89% = B	70 - 79% = C	60 - 69% = D	0 - 59% = F
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Grade Reports:

Grades will be posted on Parent Link on a weekly basis. If a student notes a discrepancy in his/her grade, it will be left to the student to report that discrepancy to the teacher and make sure that it is rectified before the following grading period. Printed grade reports for students to take home may be provided at teacher's discretion. Progress reports are sent home midway through each quarter. Students earning a score lower than 75% at the time of the reports will receive an unsatisfactory report.

Citizenship:

Students are expected to attend school on a regular basis and come to class promptly, be prepared for class with writing paper and a writing utensil, be prepared to participate in class discussions, and respect the learning environment that the teacher and other students have created by not causing distractions. This grade will be considerably affected by the participation grade.

Participation:

Students can earn up to 5 points per class period for participating in class discussions and activities. During each class period, students will lose points for the following disruptions:

1. Tardy = 3-point deduction
2. Absence = 5-point deduction
3. Lack of preparation (missing materials) = 3-point deduction
4. Inappropriate behavior (using a cell phone or other electronic device, sleeping, causing any disruptions that prompt the use of progressive discipline: eating/drinking, cheating/plagiarism, insubordination, etc.) = 5-point deduction

To make up participation points for an excused absence, students must complete a writing assignment that addresses the essential question of the current unit as directed by the instructor. It is the student's responsibility to remember to discuss the makeup work with the teacher and turn it in within 3 days of returning to class.

Extra Credit:

Students may earn extra credit points for producing assignments of exceptional quality or for participating in class activities in an exceptionally skilled or dedicated manner. These points may only be earned through the demonstration of mastery of a course goal. Extra credit points are added to existing assignment, assessment, and participation scores as the instructor sees fit to award those points.

Academic Integrity:

Preparing students requires more than understanding course content and process. It includes a fundamental respect for personal achievement and accomplishment. Academic honesty demands that each student is responsible for his or her own work and that no student will engage in any form of academic dishonesty or encourage, support, or tolerate any other student's attempt to engage in such activity.

Criteria of Academic Dishonesty:

Cheating: using any unauthorized notes, study aids, including electronic information exchanges, or other information on examinations or assignments; changing work after it has been returned or graded in class for credit; allowing others to do one's work; submitting identical papers for credit in more than one class without receiving prior approval from each courses' teacher; stealing examination materials; unauthorized reproduction and circulation of examination materials and assignments; unauthorized retention and redistribution of prior examination materials or assignments; taking unfair advantage of other student's work; or such other similar or related acts which may reasonably be construed to be academic dishonesty

Plagiarism: submitting material that is in part or in whole not one's own work without proper attribution to, or documentation of, the correct source

Fabrication: falsifying or inventing any information, data, or citation

Aiding others' academic dishonesty: providing material, information, or other assistance to another student with the knowledge that such assistance could be used to violate any of the definitions previously enumerated

Penalties and Procedures for Academic Dishonesty:

- Student will receive no score for the assignment, project, or test and no make-up work will be given.
- A Request for Parent Conference may be filed.
- The student's citizenship grade for that quarter and the semester may be reduced to U.
- Students will NOT receive any recommendation, whether formal or informal for any scholarship, college application, employment application or similar matter.
- Such further action as may be warranted for future violations will be taken in accordance with Palo Verde's progressive discipline policy and/or other applicable Clark County School District disciplinary procedures and regulations.

Turnitin.com:

Students will be required to submit any/all of their written assignments to <http://turnitin.com>. Students who do not submit their work to turnitin.com when it is requested will receive a zero for that assignment. Students without Internet access can make arrangements to have their work submitted by the teacher prior to the due date.

Signature Page

Movies: Some of the movies/movie clips which we will be viewing in conjunction with the literature studied may be rated PG or not rated (NR). In order for your child to view these movies, the school district requires parental permission. If you wish for your child to have an alternate assignment instead of viewing the movie, please leave the space below blank.

Yes, my child may view a movie in class.	
Parent/Guardian Signature	Date

Technology:

Yes, my child has a computer at home or near my home with internet access.	
Parent/Guardian Signature	Date
<input type="checkbox"/> NO, my child does not have a computer at home or near my home with internet access.	

Acknowledgement of Expectations: If you have read and fully understand the information in the Course Expectations (which can be found on the class website), please sign below. If you have any questions at any time during the school year, please feel free to email the instructor (cshumaker@interact.ccsd.net), check out the class website (www.paloverde.org/shumaker) or call the counselors' office and arrange a parent conference.

Student Name and Email Address (print name legibly below):	Student #
Student Signature (sign below):	Period
Parent/Guardian Signature (sign below):	Date

Parent Contact Information: Email Address and Phone Number

Students are expected to review these and sign them, have a parent/guardian review them and sign them, and then return page 5 (this page) of the expectations to the instructor by the assigned due date.

Due Date for Course Expectations with signatures: September 13, 2011