

English/Reading – Syllabus

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Grading Policy:

Major work:	Tests, Quizzes, and Major Essays/Projects (1 per 9 weeks)	50%
Daily work:	Homework, class work, participation, pop quizzes	50%

Class Code of Conduct agreement:

- ✓ I will be in my seat and ready to begin when the tardy bell rings.
- ✓ I will bring all my English/Reading materials to class every day. I know I may not return to my locker.
- ✓ I will speak only at appropriate times, and attend to the discussion/instruction.
- ✓ I will respect others, and value their opinions and viewpoints.
- ✓ I will follow the HISD and Rice School Code of Conduct.

Positive Consequences for making Positive Choices and Achievement:

- ◆ Tickets – redeem for class store purchases and bonuses.
- ◆ Positive messages or notes home.
- ◆ Homework passes and surprise perks
- ◆ Teamwork in class leads to special events and privileges

Negative Consequences for negative choices: (consequence given depends on level and frequency of offense)

- Loss of tickets
- Conference with Ms. Howard
- Lowered citizenship grades
- Team and parent conferences
- After school detention
- Office Referral to Principal

Plagiarism or cheating

Copying someone else's work, answers, thoughts, or ideas and turning them in as your own is plagiarism. This will *not* be tolerated at any time for any reason. Copying another student's work is cheating, and both the person who copied and, if appropriate, the person who allowed the copying will receive an immediate zero on the assignment. For research/web-based assignments, copying and pasting information from the information site is prohibited. Changing words in that information is still plagiarism.

Please use this website: http://www.plagiarism.org/learning_center/what_is_plagiarism.html for additional instruction on what is considered plagiarism.

Assignments

You are expected to bring your planner to class everyday, and copy the daily assignments and homework into it. You will NOT be allowed to leave the classroom without having a planner pass. Your planner counts as a material for this class, and failure to bring it will merit a negative consequence. Also, you are expected to keep a running list of all assignments given on your assignment sheet and make notes of grades given on these assignments. In this way, you will be able to compute your own grade average and note any missing work. All assignments are due at the beginning of the period, and any assignment turned in after the tardy bell will be considered late and will lose 10 %.

Dress Code

You are expected to follow the school dress code at all times, and chronic failure to do so will result in detention.

Materials

- ✓ Planner
- ✓ Spiral Notebook – for notes and daily journal entries
- ✓ Binder: must include: loose-leaf paper; zipper pouch for keeping pens, pencils, and highlighter; and pocket dividers for keeping track of current and past assignments
- ✓ Pens (blue or black ink only), pencils, and highlighter (any color)
- ✓ Pocket folder (with or without brads, any color) – remains in classroom

Please note that these materials **MUST** be brought to class everyday, and repeated failure to bring them will result in loss of tickets and/or detention.

Tardies

The **ONLY** excused tardies are those who enter with a timed and dated pass from the teacher who caused you to be late. **ALL** others will be unexcused, and will be subject to negative consequences such as loss of tickets and/or detention. Chronic tardies will result in an office referral.

Absences and Make up work

If you are absent, then *you* are responsible for making up any assignments given – I will **NOT** remind you or track you down to ask you for them. Any homework due on the day you are absent is automatically due the next class day. You have one class for each day absent to make up missed assignments, and then they will begin to be considered late. The day's assignments will be listed under your period for the date missed in the absentee binder, and any handouts will be in your reading folder. If notes were taken, then *you* are responsible for borrowing and copying notes missed from another student.

Participation

ALL students are expected to actively participate in class, and you will receive daily points as well as targeted, specific discussion points. Participation points are awarded daily for: sitting up straight in your chair, joining in class and group discussions, asking and answering questions, paying attention and looking at those who are speaking (showing respect for others), and working on task without reminders. Please note that repeated loss of these points will lower your overall grade. In addition, chronic refusal to participate will lower your citizenship grade.

Late work and zeros

You are expected to keep up with your assignments and turn them in on the day they are due; however, if you do not have an assignment the day it is due, then you are expected to turn it in the next class day for 50 % off. If you still do not turn in an assignment and receive a permanent zero, then please note that you will be given an after school detention upon receipt of a third zero and your parents will be notified.

Please note that *major projects* may *not* be turned in late at any time, and failure to turn in a project will result in a permanent zero for the assignment. Please plan ahead and make arrangements to turn in a project if you will be out.

Parents and Students: I have read and understand the above policies and requirements, and agree to abide by them:

Student name (print): _____ Parent Signature: _____

Student Signature: _____ Administrative Approval: _____