



**Juneau-Douglas High School**

## **Honors Freshman English**

### **Academic & Discipline Plan**

*The mission of Juneau-Douglas High School is to develop a healthy community of learners and to prepare our culturally diverse student population for global citizenship.*

|                     |                                                       |               |                             |
|---------------------|-------------------------------------------------------|---------------|-----------------------------|
| <b>Instructor</b>   | Annie Smith                                           | <b>E-mail</b> | ann.smith@juneauschools.org |
| <b>Office Hours</b> | 8:45-9:15 a.m. and 4 <sup>th</sup> Period<br>Room 226 | <b>Phone</b>  | 523-1562                    |

#### **Course Website:**

<http://mssmithatjdhs.blogspot.com/>

#### **Course Description:**

This class is a survey of various genres of literature and diverse modes of communication. It is designed for the intrinsically motivated and curious student who appreciates analyzing literature and is willing to share their work and wants to be challenged. Active participation in class discussions, performances, and presentations is required. Some reading and writing occurs outside of class and class time is spent responding to readings, sharing writing and critiquing others' writing.

Please note: Enrollment in a yearlong class is a commitment for the entire school year. Requests for changes must include a conference with the parent, student, and teacher.

#### **Text(s):**

SpringBoard 9 English Textbook

Novels checked out from class and the JDHS Library

Please note: In some instances textbooks are issued through the JDHS Library's textbook management system. If a textbook is checked out through the JDHS Library, it must be returned in the same condition at the end of the course or unit of study. Failure to return a book or damage to a book may result in a monetary fine based on the value of the textbook.

#### **Materials to Bring to Class:**

**Materials** to be brought to class **daily** include a pen/pencil, 3-ring binder, and homework.

#### **Course Syllabus:**

A yearlong course syllabus will be provided as a separate document and is also available on my course website.

#### **Goals/Objectives:**

“Students will—read, actively listen, and respond to a variety of texts; speak and write for a variety of purposes and audiences, using a variety of literary forms; locate and manage information to make decisions, using a variety of media;

work collaboratively and independently, for a variety of purposes,” as stated in the “Juneau English/Language Arts Curriculum.”

### **Curriculum / Standards:**

This course will be taught to district standards and district curriculum. The Juneau School District curricular information may be reviewed using the Juneau School District web site under the *Departments – Instructional Services* menu item: <http://www.juneauschools.org>. The NEW Alaska State Standards can be found on the Alaska Department of Education and Early Development website: <http://www.eed.state.ak.us/standards/>.

### **Grading:**

Grading will follow the policy adopted by the Juneau School District Board of Education (Board Policy # 5420R). As per board policy, semester grades represent the cumulative progress of students.

A = 90% - 100%

B = 80% - 89%

C = 70% - 79%

D = 60% - 69%

F = 0% - 60%

“INC” = Incomplete

Students will be evaluated on writing, homework, projects, class discussion and activities including oral presentations, and tests. First semester grades will be computed based on total points earned for first and second quarter. Second semester grades will be computed based on the third and fourth quarter total points.

Extra Credit: Extra credit may be available at Ms. Smith’s discretion.

PowerSchool is the system used to display grades and work progress. I am committed to updating student records weekly at a minimum, recognizing the importance of a live-time feedback system for parents and students. Please ensure that you AND your student have access information to use this system in partnership with me.

### **Late/Make-up Work Policy and Procedures:**

Students must make arrangements with Ms. Smith for make-up work on the first day returning to school following an unplanned absence. If the work is not made-up, the student’s grade will be affected; make-up work is the student’s responsibility. For planned absences, students must check with Ms. Smith prior to departure. For excused absences, students will be allowed one day for each day absent to make-up the work, except for extended projects, which have extra time built into the timeline for completion. If the absence is at the end of a grading period, an incomplete may be given until the work is turned in for credit.

All work is due at the beginning of the period on its due date. Late assignments will assessed a penalty; the maximum grade possible will be 80% of the points on the first day late, and then 70% for the second day. No work will be accepted after the second day following the due date. If extenuating circumstances arise, and a student is unable to complete an assignment on time, a conference with Ms. Smith prior to the due date is required for any special consideration to be given to the student.

### **Resources/Extra Help:**

I will make every effort to respond to e-mail or phone messages within one school day. I will do my best to make students aware of my daily schedule and to provide extra assistance when needed (see office hours above). Students and parents are encouraged to make appointments ahead of time. Students may also receive extra help through the **JDHS Learning Center** located in the school library.

### **Behavioral Expectations:**

\*Be seated and ready to work when the bell rings/on time.

\*Participate appropriately in class activities.

\*Listen while others are speaking; raise hand to be recognized.

\*Comply with school rules.

Please note: Students are expected to adhere to JDHS policies, as outlined in the Student Handbook, at all times. Classroom policies may include more specific requirements, but they cannot be relaxed beyond the minimums as set forth in the Student Handbook.

### **Consequences of Misbehavior:**

- 1) Verbal warning.
- 2) Alternative seating arrangement, and/or detention.
- 3) Conference with teacher.
- 4) Parent/guardian contact.
- 5) Counselor/Administrator referral.

Please note: Any action that endangers others, seriously interferes with the learning process, or is significantly disrespectful to staff or students may result in immediate removal from the classroom and/or direct referral to an administrator, thus by-passing above consequences.

### **ACADEMIC DISHONESTY— (From the JDHS Student Handbook):**

Academic dishonesty or “cheating” does not allow for any type of true analysis and is not tolerated. Cheating includes, but is not limited to

1. Procuring, possessing, using, or distributing tests, quizzes, answer keys, teacher manuals, teacher textbooks and similar materials;
2. Any attempt to tamper with or alter a teacher's record or grades;
3. Representing the work of others as one's own work, whether the materials are plagiarized from another student, a published work or some other source, such as an Internet site.
4. Making use of notes or other memory aids during testing, except for those notes a teacher specifically authorizes for student use during a particular test or quiz, and;
5. Obtaining or offering unauthorized information regarding tests or assignments.

The ***academic penalty*** for all parties involved in cheating is a zero or failing grade for any copied or plagiarized assignment, exam, or quiz. Students will not be allowed to make-up the work. Also, the ***disciplinary penalty*** for cheating may include an office referral for disciplinary action. Possession and/or unauthorized distribution of testing materials or altering a teacher's records call for severe disciplinary consequences. **Repeat offenses could result in loss of credit for an entire course.**

### **Electronic Devices:**

Cell phones, iPods, CD players, and other electronic devices are to be turned off and out of sight during class unless the teacher has given specific permission for their use. If an item is confiscated for violation of class rules, it may be retrieved from the teacher on the first offense. For subsequent offenses, the item will be turned over to an administrator for retrieval.

*At JDHS we are **PROUD** to be **Crimson Bears** - Personalized, Resilient, Optimistic, Unified, Diverse.*

**Please keep the information above. Return the signature form below.**

I have read and understand the Academic/Discipline Plan for the class of Ms. Smith.

Student Name: \_\_\_\_\_ Period: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Email: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Email: \_\_\_\_\_