

Class Syllabus

***Please note that the Syllabus may be modified.**

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| Contact Information: | <p>Name: Mrs. Brittany Engle-Hale Email: bengle@beaufort.k12.nc.us Phone: 252-940-1881 Ex. 62140 or ask for Mrs. Engle or Mrs. Hale. Contact Hours: 8:30-3:30 *You are welcome to email or contact after these hours, but it will be the next day before a response is given.</p> <p>Student Emails: Please be respectful when emailing me. Have a clear subject in the subject line and be specific with your emails (what is the question? What is the assignment name? What period are you in? Include your name). Any inappropriate emails will not be responded to and a reminder will be sent about email etiquette. This means that it will take longer for you to get your answer.</p> |
| Class Conduct with Materials | <p>I expect each student to come to school with their chromebook charged, something to write with, and loose leaf paper. You will also have to have a binder or folder to keep your notes in. If you do not have a chromebook, you will be working out of a textbook for the day, and it will be documented as a minor offense. If you keep leaving your chromebook at home, it will result in a write up.</p> |
| Class Conduct with Assignments | <p>I expect you to fully participate in any class assignments and group activities. If there is an issue such as presenting in front of the class, please let me know. I will not bend this rule for all assignments as it is important to work on presentation skills, but I understand if you struggle with anxiety.</p> |
| Class Conduct with Behavior | <p>I expect you to be respectful to everyone around you. Please do not say anything hurtful or harm others in the class. Also, please refrain from asking to go to the bathroom during lecture and the first and last 10 minutes of class. You are allowed to ask when I am finished lecturing during your work cycles.</p> <p>Phone Policy Update: You are allowed to listen to music if you are working on an individual assignment. You are not allowed to have earbuds in when we are working together as a class, having a class discussion, working in groups, or when I am lecturing. If I have to tell you more than once, then it is written up as insubordination.</p> |
| Bathroom Policy | <p>The school has decided a 3 pass rule for each quarter (9 weeks).</p> <p>Students will be permitted to go to the bathroom unless it becomes an issue. If I see or hear about you being out of place or not doing what you are supposed to, I will revoke that privilege. I will give the student 5 minutes to go to the bathroom. The bathroom is right across from my door. If that bathroom is closed, you have to let me know before going to the other bathroom. Students can not go to the bathroom for the first and last 10 minutes of class. Also, I will not write passes while I am lecturing or doing activities with you as a class. Ask during independent work times. Students must have a yellow pass that will then be given back to the instructor for documentation.</p> |
| Late Work Policy | <p>Late work will not be accepted past 7 days if it is a classwork or participation grade assignment. Major assignments like quiz grades and test grades can be completed until the unit closes which occurs 7 days past the unit test. Once the unit closes, no work will be accepted for that unit. Students must also type in the comments of the</p> |

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| | assignment “absent” if they are not in school that day. |
| Grading | <p>Grades will be updated each week to ensure that student progress is accurate! Please keep in mind that if the assignment is turned in late, it will take additional time to grade. This will be graded after current assignments are graded.</p> <p>Anything that is not your own original work will result in a permanent zero for that assignment. This includes using programs that are “AI” enhanced. Editing history is required. If a writing has no editing history, or I see that it took 1 second, the assignment will receive a zero. No excuses.</p> |
| Honors Novel Work | <p>Novel work with chapter readings will be assigned each week to Honors sections. These assignments will not be taken late. If a student is struggling with novel work, it is their responsibility to reach out to me before the deadline, not the day before or the night it is due. Please keep in mind that this is an Honors level class. The level of rigor is amped compared to the standard level class to provide a challenge to the student.</p> |
| AP Language and Composition | <p>Students will be assigned readings outside of class that they are responsible for annotating. We will be doing activities with texts in class when they come in the next day. Some assignments such as discussion boards or activities that are given in advance will not be accepted late.</p> |