

# Literature Class Academic Policies and Expectations

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## GRADES

Grades are not weighted, so a point on a homework assignment has the same value and weight as a point on a test or quiz. Therefore, when thinking about your overall grade, it's more important to look at the number of points you earned on each assignment instead of the percentage you receive on the assignment.

Your trimester grades are calculated automatically on PowerSchool. The formula for trimester grades is as follows:

$$\text{Grade} = (\text{Total points earned for the trimester} + \text{extra credit points}) / (\text{Total points possible for the trimester}) \times 100$$

## HOMEWORK

### Where to Find It

At the beginning of each class, I remind the students of exactly what is due that day and of the due date of long-term assignments/upcoming tests and quizzes. All of these items are written on the white board at the front of my classroom. It would be a good idea to write these things down as you are in my class; **while the school calendar is usually reliable, sometimes there are errors, and you are still accountable for all work regardless.** In other words, saying "That wasn't on the homework calendar!" is not an excuse, since I review the homework and upcoming assessments in class with you every single day.

Additionally, I post the homework in Edmodo, so you can always find it there if you are unsure of what is due. I will always try to post homework before 4 pm on any given day; I cannot always post it before the end of school, as we do not have planning periods some days, so that is why it is beneficial to be writing down your work when you are in my class, looking at the homework board.

### Homework Submission Policies

All homework is due **within the first two minutes of the start of your literature class** on the date of the assignment. Time stamps on Showbie will be considered when determining whether an assignment was

submitted on time. **If you are still working on an assignment and submit it more than a couple minutes after class starts, that assignment is late; it should have been completed and submitted before the start of class.** It is a good idea to get into the habit of submitting assignments immediately after completing them at home and not waiting until AM homeroom the next day to submit all of your homework, since you may not remember exactly what you did for homework. It is also recommended that you maintain organization within Notability and put all of your assignments in folders for the class in which they were assigned. **Check the homework board when you enter my class on any given day to remind yourself of what is due, and quickly submit any assignment that is not submitted.**

Additionally, **you need to have special permission to turn in your work during other classes.** I do not want to see time stamps that reflect times when you should have been paying attention in other classes, with study hall being the exception to this. You must be attentive in all of your classes and work on the assignments for that particular subject area while you are in that class. I have the right to check with other teachers to see if that teacher gave you special permission to work on your other homework that day. If the teacher says that no, you should not have been working on homework for other subject areas, your homework will be counted as late. You are also not permitted to work on homework for other classes during my class unless I give you special permission.

**If your iPad is not working/Showbie is not allowing you to upload your homework assignment, you must print out your assignment and submit it on paper before the start of class in order to receive full credit.** Note that Mrs. Iannone has a printer in her classroom that you may use for that purpose (It's the Room 11 printer). You will not be excused from my class to print out a homework assignment; at that point, the assignment is late.

### **Late Homework**

Homework that is submitted late but is submitted on the same day it is due will be docked approximately 5% of the number of points it would have otherwise earned if it had been on time. Late homework will be docked approximately 10% per day after it is due (ex: two days late = -20%, three days late = -30%, etc.). After five days, late homework can still be submitted, but it cannot earn more than a 50%.

### **ABSENT WORK**

For any kind of absence, **you will be allotted the number of school days you were gone to submit the work that was assigned while you were out.** For example, if you were gone for three school days, you will have three school days once you return to submit the work that you missed without penalty.

**The due date of the work that was assigned before your absence depends on the circumstances of your absence.** There are two circumstances for absences:

## 1. Planned Absences

If you have a pre-planned absence (ex: planned family vacation, sporting events), **the homework that was assigned before your absence is still due on the original due date.** Because you know about these absences ahead of time, it is your responsibility to plan your work schedule and complete your work on time. Additionally, long-term assignments like vocabulary sentences are still due on or before the original due date in a planned absence, as you knew about this assignment a week in advance, and I give you a week to do an assignment that you could honestly do in one night.

## 2. Unplanned Absences

If you have an unplanned absence (ex: illness, family emergency that pops up), you need to submit the homework that was assigned before your absence **on the day you return to school.** If you need extra time beyond this, please have your parent email me and explain the situation; I am usually pretty understanding when it comes to emergencies and illnesses.

## Missing Tests/Quizzes

If you miss a test or a quiz while you are absent, **you will have one week to make up that test or quiz for full credit.** Until you make up that test or quiz, it will remain a “zero” in PowerSchool. If you do not make up a test or quiz within one week after missing that test or quiz, you may make it up for 75% of the total points for up to two weeks after you missed the test or quiz. **Failure to make up the test or quiz within two weeks of missing that test or quiz will result in a grade of a “zero”** for that test or quiz.

DO NOT EXPECT THE TEACHER TO REMIND YOU OF YOUR MISSING WORK; you have access to PowerSchool on your iPad and can see your grades and missing assignments at any time. Your parents also have a login for PowerSchool that they can use as well. It is your responsibility to check the school calendar to see what you have missed and to ask me for further clarification about the work you missed. If any of these absent work policies become an issue for your particular situation, have your parent contact me and we can work something out.

## EXTRA CREDIT

### Doing Extra Credit

In my class, you may earn up to ten extra credit points per trimester. Note that these are points and not percentage points.

For example, if there are 700 total points in the trimester and you earn 610 points, your grade for the trimester would be calculated as follows:  $610/700 = .87$ , or 87%. If you earn ten extra credit points on top of this, your numerator becomes 620 ( $610 + 10$ ), so your grade would be calculated as follows:  $620/700 = .885$ , or 88.5%. As you can see, the extra credit boosts your grade a little bit to help you if you have a bad day on a test or a quiz, but a majority of your grade is going to depend on your daily efforts

### **What are the Extra Credit Assignments?**

1. **Vocabulary Extra Credit:** The directions for this will be on Showbie. You may submit up to ten of these per trimester (or the number of submissions that will get you up to ten total extra credit points, if you already have other points from other categories.)
2. **Test Review Kahoot Extra Credit:** You will receive extra credit before unit tests if you place in the top five of our class Kahoot review. First place = 5 points; second place = 4 points; third place = 3 points; fourth place = 2 points; fifth place = 1 point.)
3. **NaNoWriMo Extra Credit:** This only applies to the month of November, and the points for this go on second trimester. I will get to more specific directions for this when the time comes. 😊

### **What About Vocab. Quiz Extra Credit?**

On each vocabulary quiz, I use ten sentences, each written by a different student. If your sentence is used, you get one extra credit point added to your grade for that particular vocabulary quiz. I have a master list of whose sentences have been used when, and I will not repeat people until every person who consistently turns in his/her vocabulary sentence homework has had a sentence on the quiz. The one extra credit point you receive on your quiz when your sentence is used does not count towards your maximum of ten extra credit points per trimester. (Depending on the size of your grade level and the number of vocabulary lists we cover this year, you will probably see your sentences on a total of 3-4 vocab. quizzes throughout the entire school year.)

## **ACADEMIC DISHONESTY**

It is assumed that the work you submit is your own. If you use the ideas of other people in your work, you must be sure that those ideas are properly cited. Academic dishonesty of any kind will not be tolerated. Academic dishonesty includes, but is not limited to, the following:

- **Plagiarism:** Copying somebody else's work, either in part or in whole, be it a classmate or somebody off the Internet.
- **Cheating:** This includes, but is not limited to, copying answers off of somebody else's paper on homework, tests, or quizzes; hiding "cheat sheets" in your desk/on yourself/on the floor next to your desk; having somebody else do your work for you; talking about test questions/answers with students who have not yet taken the test; or communicating with others in any form during a test or quiz.

- Allowing somebody to copy your answers or doing somebody else’s work for them, even if you originally did your work on your own. Yes, this is a form of cheating, and you will also be punished. **You are not a “good friend” if you let your friend cheat off of you; rather, you are a bad friend because you are enabling your friend to be dishonest and develop dishonest habits while developing dishonest habits yourself. If you really want what’s best for your friend, you will allow that person to face the consequences of his/her own bad decisions with the hope that your friend will learn the importance of an honest work ethic and become their best self.**

Academic dishonesty will result in a grade of a “zero” on the assignment for all students who participate in the dishonesty. Parents and administration will be contacted, and further action may need to be taken, depending on the specific circumstances.

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Remember: The students who do the best are those who care about their grade EVERY DAY of the trimester and not just the day before the trimester ends. Be sure to consistently check PowerSchool and ask me questions should they arise!

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By signing this, I agree to abide by the above policies and understand that these are the academic expectations for literature class.

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

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

Date: \_\_\_\_\_