

Syllabus
ELA II 10th
Creative Writing
ACT Prep

(The instructor reserves the right to edit as needed)

Instructor: A. Dent

Location: Giles County High School

Office Hours: Planning Period or by appointment as needed

Email: adent@gcboe.us

If we can approach each new situation with positivity, flexibility, and kindness, then we're sure to have a wonderful semester that strengthens our character and experience productively using virtual tools. A shift in perspective, viewing challenges as opportunities, can help us all thrive this year. Let's all do our absolute best to be proactive rather than reactive.

Communications Policy: School Status or email is my preferred method of contact to ensure confidentiality and my prompt response adent@gcboe.us. School Status sometimes has a delay; therefore, email is permissible. I am happy to set up phone, virtual, or in-person contact upon request and love to meet parents at Parent-Teacher Conferences. Please be mindful that I am teaching students for most of the day, and will sometimes need a day to respond to communications. I try to reserve nights and weekends as family time, but I will address messages as promptly as possible. I will be thoughtful about setting all due dates for student assignments, so that students have time to access me if needed throughout the week.

Course Description: English 10 includes coursework in language, literacy, and composition. All student work will be turned in digitally through Google Classroom, or on paper. All classroom rules, procedures, and norms are established to cultivate a positive and rigorous classroom culture in which every student is afforded the opportunity to grow and succeed academically in order to be prepared for standardized assessments as well as vocational, collegiate, or other post-secondary goals.

Please Note: There will be some independent reading required for this course. Some assessments are open notes or text; therefore, it is imperative that students keep a notebook with class notes.

Basic Expectations of Students:

1. PUT YOUR PHONE/In the designated holder for attendance. It should remain there until the bell rings, do not bring a second/burn phone to class.
 2. Keep all trash at your desk, until the end of class.
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3. Be prepared (and in your seat when class begins).
4. Pay Attention, participate, and be a good team member.
5. Be productive.
6. Be respectful.
7. Be flexible.
8. Complete assignments before the due dates and deadlines. English 10 is not a self-paced course. All students will be expected to work through the course at a synchronous pace.
9. Follow established classroom norms to the best of your ability.
10. Stay seated at all times.
11. No food or drinks

In the Event of a Remote Learning Situation: All materials for this course are available/assigned digitally already; therefore, in an emergency situation where remote learning is required, students will simply continue the course from home. Instructional resources, videos, brief lectures, and assignment explanations for paper projects are provided through Google Classroom. Students and parents should proactively use email and/or School Status to communicate. IT WILL BE IMPERATIVE THAT STUDENTS PAY CLOSE ATTENTION TO THE WEEKLY BREAKDOWNS FOR EXPECTATIONS AND I WILL POST WEEKLY TEACHER VIDEOS UNDER THE WEEKLY BREAKDOWN. While a remote situation is not ideal, students can still gain a great deal from the course and complete assignments. No one will simply be excused and passed without successfully completing assignments at expected times and achieving the numerical grades to warrant credit for the course. Our content and curriculum are digital; however, students without internet access may request paper copies of the textbook and assignments and make arrangements to pick them up weekly at the school.

Phone Policy: The district and school policies for student cell phones will be followed in class. Nothing is more disruptive to student learning and engagement than phones; students will put their phones the designated holder for attendance or complete a notecard with name and date if they do not have a phone to hand in. Phones should remain, in the holder, until the bell rings. Students will be asked to hand in phones to instructor/administration when not adhering to this policy.

Restroom Policy: Our administration is very clear on the expectation that students stay in classrooms and be engaged in activities. If a true emergency arises, you will be asked to leave your cell phone in the holder while you visit the restrooms and sign out using the digital hall pass on Google Classroom class grade-level pages. If administration asks that students not be permitted to leave class, we will work to accommodate this request. While I realize true emergencies sometimes happen, students should not expect to leave class on a regular basis without appropriate documentation of a medical need. Only one student will be permitted to leave the room at any given time.

Required Materials: I recommend all students have a 3-ringed binder, or paper clip-in folders with paper, writing utensils, highlighter sets, and Chromebook. Some assignments will

encompass pencil and paper activities; however, all work will be turned in digitally through Google Classroom, or on paper. **It is essential that students have a working school-issued device through which they will be able to access their school accounts to complete assignments through Google Classroom, and paper and pencil to turn in assignments as requested. Students must use their assigned devices for all assessments.** Classroom tests will be on paper and electronic for data analysis, and all written assignments must be turned in as a Google Document (unless otherwise specified by the instructor), so that the plagiarism checker can review them.

Makeup Work: Missed assignments/assessments receive a zero (0) in the gradebook until the student completes the assignment. The Giles County Board of Education's policy on makeup work is also GCHS's policy: The length of time for completion of make-up work shall be two days per day missed. No student will be allowed to simply complete all of the coursework after all deadlines have passed, expecting to magically change a failing grade into a passing grade at the end of the grading period. Students will have to either repeat or credit recover the course if they do not participate throughout the semester as expected.

Grace: If some unforeseen true emergency situation arises that results in a student either missing a deadline or poorly completing an assignment, the student should reach out to the instructor in writing via email with an explanation. I realize that things beyond our control do happen, and I may be willing to offer students some grace and opportunity to make up lost points if the situation warrants. I reserve full discretion here and ask that students realize there is a difference between a true emergency and poor habits or lack of participation. Communication is key.

Grading System & Assignments: On the syllabus, you will find Unit pacing for each week of the semester. Make sure students stay on track, and assignments are turned in. I will send out a school status to notify parents of major assignments, and most tests. Most assessments will be assigned on Friday during the scheduled class. The use of phones, google, or other outside resources is not permitted on assessments/tests.

Proof of Work: You will not and cannot receive credit for work unless it is completed and turned in properly. Obviously, visual and/or digital proof of work completion is necessary for grading purposes.

Late Penalties: Students must have all papers/projects/assessments **completed and submitted prior to the deadline for your work to be considered complete and on time.** (Google Classroom records a digital time stamp for all assignments.) Late work submissions will result in an initial twenty (20) point penalty and an additional ten (10) point deduction per day; this includes assessments taken late and all papers or projects turned in after deadlines. Work will not be accepted after two (2) days.

If your work is not completed and turned in correctly when grades are checked, I have no way of knowing that you have completed something late during the grace window unless you email me, or tell me in person, to let me know specifically what you have completed. (adent@gcboe.US)

Assignments will be varied throughout the year and may be graded for correctness, completion, or participation. **This class does weight grade categories ; however, larger essay/writing assignments will count as a test grade because they constitute more teaching, class time, and student effort.**

In addition to scheduled projects and assessment grades, students will receive a grade for completing the some **daily bellwork tasks and turning them in each week** and points for completing/participating appropriately in class **discussions each week**. There will be more information about the norms and expectations for each of these tasks posted on Google Classroom. **Students will not be allowed to complete all of this work at the end of the grading period if they have not done so before the assigned deadlines.**

All efforts will be made to maintain current grades in the **Synergy** system, giving parents/guardians the ability to view updated grades. Please utilize this wonderful tool to monitor your child's progress with the course. If you do not have access, please reach out to our school office immediately.

Cheating and plagiarism/AI use will result in a grade of zero (0).

Plagiarism: Plagiarism, according to Hodges' Harbrace Handbook, 14th ed., is **"the use of another writer's words or ideas [directly quoted, paraphrased, or summarized] without acknowledging the source.** Akin to theft, plagiarism has serious consequences and should always be avoided" (788). Plagiarism can be blatant or incidental. Blatant plagiarism includes copying a passage word for word with the intention of omitting the source, downloading all or part of a paper from the internet, summarizing or paraphrasing another's ideas without indicating where they came from, or submitting someone else's work as one's own. Incidental plagiarism includes careless omission of quotation marks around a passage that was copied word for word and otherwise cited correctly, or minor errors in documentation when quoting, summarizing, or paraphrasing another's words or ideas. Both forms of plagiarism are serious. A student must avoid both kinds of plagiarism. (Borrowed with permission from Martin Methodist College's Honor Code est. 2003)

Plagiarism, in any form, will result in a grade of zero (0) for that assignment. Suspected use of ChatGPT or any AI will also result in a grade of zero (0) for that assignment. Because essay paper grades are counted twice, a zero for unethical submission will seriously damage a student's grade. Please don't do it!!!

Every effort will be taken early in the semester and with each assignment to help students understand how to avoid plagiarism. The plagiarism checker will be used for all assignments, and Google Documents only will be accepted. No Word documents, pictures, etc. may be

submitted for credit on written assignments. With the incorporation of greater technology and resources, it is more imperative that students use signal phrasing and lead ins for borrowed material. Simply linking to a source after borrowing from it is not considered responsible citation.

Extra Credit

Individual extra credit assignments will not be given. At the instructor's discretion, optional opportunities with specific requirements may be offered to all students for the semester. Extra points are given for the class participation and discussion, so exerting effort on the originally assigned work should be sufficient for success in the class. **Retaking open-book tests is not an option for extra credit in this class unless a student has that specific accommodation.**

Exams

We will follow all exam schedules and policies set by our district and GCHS administration.

Regardless of the course delivery format (in-person, blended, or virtual), we currently understand that the primary function of the course is to address the TNREADY ELA Standards as they will be addressed on state assessments towards the end of the course.

TNREADY Standards Link:

https://www.tn.gov/content/dam/tn/stateboardofeducation/documents/massivemeetingsfolder/meetingfiles4/10-20-17_III_J_Non-Substantive_Changes_to_Math_ELA_Science_Standards_Attachment_2_-_ELA.pdf

Framework of Standards for Honors Courses (p. 2-3 address the additional components required by an Honors course):

<https://www.tn.gov/content/dam/tn/stateboardofeducation/documents/policies/3000/3.301%20Uniform%20Grading%20Policy%207-27-18.pdf>

Behavior and Disruptions: In this class, I do my utmost to maintain a positive, rigorous, and supportive culture. **Cell phones, disrespect, and any form of inappropriate behavior should be a non-issue.** As you are young adults, I will regard you as such and expect you to act accordingly. Violations will be treated as follows but are subject to change if severity warrants: **1st offense** – verbal warning and documentation, **2nd offense** – parent conference, **3rd offense** – office referral.

Semester at a Glance Guide for Fall 2023 (May be modified to accommodate the many uncertainties of the semester,,)

Week	Content
Week 1	Getting Acclimated (Expectations & Procedures); - -Syllabus Confirmation forms from student and parent/guardian -Getting Acclimated (Expectations & Procedures) Summer Reading Tests on first full day of class for Honors Students
Week 2	Unit #1 (Honors-novel?)
Week 3	Unit #1
Week 4	Unit #1
Week 5	Unit #1 Novel Reading Assignment
Week 6	Unit #1 Novel Reading Assignment
Week 7	Novel Test and Narrative Writing
Week 8	Unit #2 (Honors-novel)
Week 9	Unit #2 Argument Writing
Week 10	Unit #2 Argument Writing/Benchmarks?
Week 11	Unit #5 Introduction (Honors Novel Informative Paper due)
Week 12	Unit #5/Practice and Remediation for Testing
Week 13	Unit #5/Practice and Remediation for Testing
Week 14	Unit #5/Testing

Week 15	Unit #5/Testing
Week 16	Literature from Unit #3
Week 17	Literature from Unit #3
Week 18	Exams

"Progress is impossible without change; and those who cannot change their minds cannot change anything"

-George Bernard Shaw

To Students,

We are privileged to be a part of Giles County High School. In order to meet ever-increasing standards, we must work together to ensure that all students are engaged in a rigorous academic program. Our English department strives to raise our students' ACT and TNREADY assessment scores, to prepare students for college and the vocational world, and to produce literate individuals. English classes are designed to be challenging so that our students progress and grow. If you experience difficulty, I encourage you to make arrangements to see me outside of class in the mornings, immediately after class, or afternoons. Our school has abundant resources readily available to students in need of them. I highly encourage all students to make use of online resources, such as audio readings, summary guides, and tutorials. **I ask that you be proactive rather than reactive.**

To Parents,

Please understand and communicate to your child that classroom behavior, participation/virtual participation, and preparation are vital to his or her success, ensuring that each student is held accountable for his or her actions in class. If we can work together to encourage maturity and responsibility, students will benefit.

I strive to keep grades as current as possible and encourage all students to keep up with their own grade on a sheet in their binders, so that they have a record of their current progress in class. Please make use of the SYNERGY system, progress reports, and the parent-teacher conferences to communicate about your child's progress. Feel free to contact me. You may use my school email (adent@gcboe.us), or school status. I am generally able to respond to emails within 24-hours but reserve the weekends for time with my own family and children and may respond to Friday communication on the following Monday.

I look forward to working with you this semester!

Be well!

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This page is due, should be signed and returned by

Monday, August 12th, 2024. Students, please initial by each of the following:

_____	I understand that I am responsible for my grade(s) in class. I can check my grades on StudentVUE and my parents can check my grades on ParentVUE.
_____	I understand that plagiarism, use of AI, and cheating of any kind breach academic integrity and that it will result in a zero on any work/assessment/project.
_____	I understand that I am not to use my phone during class time. It should be placed in the designated area until the bell rings. Class time is precious and is intended for you to learn and be engaged.
_____	I understand that if I am absent from class, it is my responsibility to complete and submit any work that is missed due to absences and to schedule a time to complete missed assessments.
_____	I understand that the typical sequence of consequences starts with a verbal warning, progresses to parent contact, and will result in an office referral if the behavior is not improved.

Student Printed Name _____ **Class:** _____

Student Signature _____ **Date:** _____

Parent/Guardian Signature _____ **Date:** _____