Unity High School

453 W. Collins St. Bill Dorethy, Principal

Mendon, IL 62351

Phone: (217) 936-2116

Fax: (217) 936-2117

unityhs.weebly.com

# SYLLABUS

**ENGLISH I**

***ENGLISH IV***

***STUDY SKILLS***

***(NOTE: Items in black without underlines are for ALL COURSES.)***

Fall 2015 - Spring 2016

## INSTRUCTIONAL GOALS

**COURSE DESCRIPTION: From Course Catalog Offerings, p 12.**

**English I** : **Credit**: 1; **Grade Level**: 9; **Course Status**: Required; **Prerequisites**: High School Status

English I will focus on an increased literary vocabulary with short stories and drama. The course utilizes the grammar taught at earlier levels in functional life situations. Grammar is taught only as a means to improve writing style. A large amount of class time is spent in the continued development of reading skills: comprehension, retention, and interpretation. The students will realize that as an art form, literature (reading and writing) is a reflection of their own interests, knowledge, and experiences. Close critical analysis of the text and of the students' compositions will aid in the development of more mature thinking and decision- making skills. This class is writing intensive.

***ENGLISH IV :******Credit****: 1;* ***Grade Level****: 12;* ***Course Status****: Requirement ;* ***Prerequisites****: Completed Eng. I-III*

*English IV runs in alternating fashion with English III, the former having American literature as its basic reading material, the latter using English literature. Major course focus is geared toward the English novel. Additional units in Anglo-Saxon, Medieval and Elizabethan epic, and lyric poetry will also be presented. College level research writing is a significant part of this course, with students completing 1-2 research papers. Additional writing assignments may include bi-weekly expository essays based upon literary analysis. This course will also include an extensive Shakespeare unit. Students will be expected to analyze sonnets and several plays. This class is writing intensive.*

***STUDY SKILLS:*** *Credit \_\_;* ***Grade Level*** *9-12;* ***Course Status:*** *Elective;* ***Prerequisites:*** *N/A*

*Study Skills is a course developed to address several important areas in the lives of students to enable them to be successful while they are making their way through their high school years and beyond. The first part of the class will focus on teaching students strategies to help them become more efficient and effective learners. Some of the strategies covered are:*

* *Learning Styles*
* *Time management*
* *Stress Management*
* *Memorization*
* *Test Anxiety*
* *Goal Setting*
* *Listening*
* *Organization*

**COURSE GOALS/OBJECTIVES:**

After completing this course, students will be expected to have met the established Common Core standards as outlined in each of the lessons and discussed according to the appropriate age descriptions. Links are available on Mrs. Shirey’s website to these standards that will be taught, discussed and utilized.

## COURSE MATERIALS

**RESOURCES:**

\*Online Textbook from Pearson \*School-supplied MacBook/Computer

### \*Orwell, George. *Animal Farm*. New York: Signet Classics, 1996. Print. (E I)

\*"Purdue OWL: MLA Formatting and Style Guide." *Welcome to the Purdue University Online Writing Lab (OWL)*. Web. 01 Jan. 2011. <http://owl.english.purdue.edu/owl/resource/747/01/>. Online. (E I & II)

\*Shakespeare, William. *MacBeth.* Evanston: McDougal Littell, 1997. Print. (E IV)

\*Shakespeare, William. *Romeo & Juliet*. *Romeo & Juliet and Related Readings.* Evanston: McDougal Littell, 1997. Print. (E I)

OTHER MATERIALS WILL BE ASSIGNED AS DECIDED AND ESTABLISHED IN CLASS.

#### **ACCELERATED READER: (MORE INFO IN ASSIGNMENTS SECTION)**

Each student will be required to log on to Accelerated Reader and access his/her account. In doing so, he/she will be responsible for completing 15 AR points per quarter. In English I & IV, that translates to 300 points/quarter.

#### EXPECTATIONS, POLICIES & PROCEDURES

Participation:

All students are expected to participate in class activities and discussions. Failure to do so will severely impact the students’ participation grade. Being present in class will NOT automatically earn you full participation credit.

Attendance:

Your regular attendance to class is important. Your chances of achieving the goals of this course are lessened every time you miss class. Due to the nature of this course and its content, it is crucial that you attend ALL class sessions IN THEIR ENTIRETY.

Supplies: See hand-out Optional: See hand-out

Make-Up Work:

If you miss a class the day a test or quiz is given, YOU have 24 hours to make up the work. Any handouts, assignments, etc. will be in a WHITE DRAWER that corresponds to the hour you have this class. Your work will be in there for YOU to pick up and take responsibility for completing according to the syllabus. Failure to do so will result in zero grades issued for the work. If a paper is due or an exam is taken the day you miss class, YOU have 24 hours to submit the paper and/or complete the work. Failure to do so will result in a zero grade on the essay or exam. This is in compliance with the UHS Student Handbook. IT IS YOUR RESPONSIBILITY TO GET ASSIGNMENTS DURING RTI UPON YOUR RETURN.

Late Work:

Students are expected to submit assignments on time – meaning by the BEGINNING of the class period established as the DUE DATE! Communication with the teacher is a must when circumstances arrive for assignments not turned in; therefore, it is my policy that assignments turned in late are not counted. PERIOD! Core assignments will receive a 10% deduction each day they are late up to 50%.

Conduct:

Students are expected to speak and act in an appropriate manner. Students who impede the instructor’s and/or students’ discussion will be disciplined according to classroom and school policies. The following classroom expectations and school policies will also apply:

1. THE 5 Ps:
	1. Preparation is necessary! This means that all materials are brought to class at all times. See Supplies section for complete list!
	2. Punctuality & Presence are expected! That means you are in the room when the bell is ringing and in your seat when it is finished. Running in the classroom when the bell is ringing will be considered a tardy.
	 \*\*\*The bell & I do not start the class – YOU do! You will have an assignment waiting on the board daily for you to complete before and/or during the beginning 3-5 minutes of class until attendance is taken. During this time you will need to be quiet and working. Music will be played until time is up and then you will be asked to put your assignments away.
	3. Politeness is essential! This means that you listen when the teacher and/or a classmate is talking and wait until he/she is finished to make your remarks! Also, this means that you talk with and to others as you would have them talk to you. Discussion is key, so it needs to be mature, intellectual and above all RESPECTFUL and RESPECTABLE! This also includes attention to property of fellow students and the teacher. It is pertinent to keep all property in the room intact and in the classroom in order for all students to gain as much from the class as possible.
	4. Productivity is vital! This means in order to succeed in any task, one must use all time wisely, put that time to good use and commit to getting things done when time is allowed or given.
	5. Positivity is crucial! Sometimes the easy thing is to be negative and dwell on when things go wrong. Work hard, and you’ll be rewarded. Share a positive attitude and that will get you further than your ability.
2. Food & drinks are NOT allowed in the classroom, unless approved by the teacher or via doctor’s notice. THIS INCLUDES GUM!
3. Music has been a proven factor in students’ retention of material and study assistant. However, due to issues with many electronic devices, ALL electronic devices other than your computers will be FORBIDDEN. Do NOT bring them to class, or they will be confiscated. Do NOT have them on you, unless it is for a class assignment. Those dates will be indicated prior to being allowed in the class. You may listen to your own personal music during a time when you are quietly working on an assignment – NOT DURING QUIZZES OR TESTS.
4. Leaving the classroom – students must sign out of the classroom, whether they go to the restroom, water fountain, etc. for needs during the day. If you do leave the classroom, you will be expected to return in a timely fashion to class. If you do not return promptly, you will be marked absent for that class. If you abuse this policy in any way, it will be revoked for the entire class for the duration of the semester. It is a privilege to leave the class and it can be taken away at any time.
5. Tardy policy – please follow the expectations listed as outlined in the handbook. If you don’t know it, the handbook is available online for review.
6. GIMMES – I expect students to respect the time they need to be in the classroom. However, the occasion arises when a student must attend to personal needs. Therefore, each student will be given two (2) GIMMES per quarter. These entitle the student to follow school procedure to exit the classroom. When these two GIMMES are turned in, students will not be allowed to leave the classroom for any reason. Those students who keep their GIMMES until the end of the quarter will receive 5 extra points per GIMME for a total of ten points. PLEASE NOTE: you will not be allowed to leave the classroom with the GIMME turned in NOR your planner signed and taken with you per SCHOOL POLICY.
7. Names must be on all papers, quizzes, essays, etc.! Failure to put a name on a paper will result in an automatic 10% deduction! Heading format is as follows (and is posted in the classroom): in upper right hand corner, place your name on the top line. Immediately below it, the DUE date should be written, and below that the class and hour. If it applies, below that the page numbers or any other identification to assist in tracking assignments.
8. Please turn in all assignments to the appropriate stations as marked in the classroom – Journals to crates at back of class; assignments – to appropriate trays near the door, with your header toward the door. Please also take everything with you that you brought into the classroom. You are high school students and my classroom is neither your locker nor your room. You are to be responsible for your belongings.
9. Keep hands, feet, objects, and all property to oneself. No touching, hitting, throwing, or launching objects, comments or body extensions at anyone or anything. If you have something to throw away, throw it in the trash, not across the room. When you are caught doing any of these things, you will be responsible for cleaning the entire room, top to bottom: dusting, sweeping, cleaning desks (both tops and bottoms), shelves, etc. while staying late for class. No hall pass will be given as a result of you being tardy to another class.
10. Stay in your seat at all times! This means that if you have something to turn in, turn it in when you are asked to. This is for your safety and respect and that of the other students in the classroom. If you must get out of your seat, follow proper classroom procedure by raising your hand, waiting for the instructor to acknowledge you and then ASK FOR PERMISSION. This includes opening windows, using paper or other classroom supplies, throwing things away, or any other type of behavior as addressed in class. ALSO, REMAIN IN YOUR SEAT UNTIL YOU ARE DISMISSED FROM THE CLASS – NO WAITING AT THE DOOR FOR THE BELL--THERE WILL BE NONE THIS YEAR. THE INSTRUCTOR WILL DISMISS YOU.
11. My DESK is OFF LIMITS – please do not go behind or on the desk for any other reason than to sign up/in for appropriate situations or circumstances. Likewise, destruction to any property of Mrs. Shirey’s or the school’s will result in disciplinary action as out-lined in the student handbook.
12. CLASS LIBRARY: I have established a collection of donated, withdrawn and personal books in my room (as have other teachers). Books are available to any student who wishes to borrow them. However, the following procedures must be followed or fines will be assessed for lost, damaged, or stolen books:
	1. Sign the book out YOURSELF with ALL proper information – that means fill out the card and put it in the basket (along with its jacket, if it has one). If it doesn’t have a card, fill out the yellow book check-out sheet or make a card, label it, and other appropriate steps to make sure it’s documented.
	2. Return the book to Mrs. Shirey for return purposes.
	3. Failure to return books:
		1. $10 fee for paperbacks
		2. $15 fee for hardbacks
		3. If you wish to replace the book with a copy you’ve purchased, you may but it must be of equal or better quality than that lost. (You may end up spending less than the fees stated above as many used books are in great condition from online book stores.)
13. CLASS DISCUSSIONS: Students are expected to participate in class discussion. If one wishes to remain silent, active listening is rewarded in class as long as a student is able to discuss the day’s assignments with the instructor. On the same token, each different individual is expected to be treated with respect, meaning rude comments are left in one’s mind, not mentioned out loud. It is requested that students practice muffling in this class; that is, if one has an inappropriate thought about another, let it be muffled in one’s own mind rather than spoken out loud. Likewise, sharing of grades should be non-existent as well. These are private matters between the student and the instructor, not the entire class.
14. Finally, no question is a dumb one. QUESTIONS are encouraged. WE are curious beings by nature. Please ask me your questions because I cannot read your minds. I will do my best to help you in any way possible. In order to keep an orderly manner of discussion, please raise your hand to ask a question, answer a question or be acknowledged in the classroom. During tests, please use a gentle “huh, humm” to gather my attention and then make eye contact with me so I know you have a question, and return to your work. I will get to you as soon as possible. My free period is 2nd hour, so I am able to help you if the need arises.

**ACCOMMODATIONS**

Students with any special needs should contact me before or after class or school. This will only be an advantage to you as I can provide you with materials to assist your learning needs. I will have accommodations for some people as teachers have given me the appropriate information, but I would like to know if you need to sit closer to the board or have any other problems with the classroom pertaining to your learning abilities.

**COURSE EVALUATION**

Essays, Reports & Proj, - 100

Portfolio – 100

Accelerated Reader - 300

Journals (weekly) – 75

Participation (daily)– 5

Quizzes – 10-50

Vocabulary Assignments/Quizzes - 20-30

Other Homework Assignments – 10-50

 \*\*All writing & oral assignments will be graded according to a writing rubric sent with your child and posted on the web.

Grade Distribution:

 A – 94-100

 A- – 90-93

 B – 85-89

 B- – 80-84

 C – 70-79

 D – 60-69

 F – 59-below

Assignments Eng I & IV:

Written Assignments (Essays): We will be working on several kinds of essays this year. Each will be worth 100-200 points. Narrative, Expository, and Persuasive essays are just a few of the formats we will be working with. We will also have a project, which will also take the form of an essay grade.

Exams: We will have only two exams this year - one at the end of each semester (finals). The Exam is worth 10% of your grade and will be comprehensive for the entire year.

Grammar & Vocabulary: Students will be responsible for going through their grammar and writing texts consistently throughout the course. We will be doing grammar on a daily basis in the form of a journal entry. Terms will be assigned daily and recorded in journals. After all terms are established in that unit, a review of the terms will be assigned in the form of an activity using the terms and a quiz as well.

Journals: Each day you will have a journal to complete. Each journal entry is worth 5 points: 1 point for proper heading, 1 for date, 2 for content, and 1 for completion according to guidelines outlined at the beginning of the course. Journals will be graded once per week on Fridays or as assigned and collected. It is your duty to complete your journals DAILY or lose points. If you miss a day, you may make-up your journals by finding the appropriate date in the “MAKE-UP JOURNAL” BINDER.

Miscellaneous Homework: Anywhere from 5-20 assignments will be given throughout the year to assist in the learning process. These assignments will help with essays and exams, organization, comprehension, and other areas within their developmental needs. ENG = Binders, Notes, Charts, etc.

Participation: Each attendance day, two points will be awarded for a person who attends class. A point will also be awarded for each subsequent following of the classroom expectations. For full participation points, each student must be: 1) Prepared, 2) Punctual & Present, 3) Productive, 4) Polite, and 5) Positive.

Quizzes: At least one will be done per unit. These will follow discussion and activities in class as well as readings and key material from the text and notes in class.

Accelerated Reader: This is REQUIRED from all levels to meet 300 points a quarter. These are due by the end of each quarter. There will be a 1-point per week incentive for completing them ahead of schedule. Links to this are available on Mrs. Shirey’s website and in the hand-out with web resources given at the beginning of class. IT IS YOUR RESPONSIBILITY TO COMPLETE THIS BEFORE THE QUARTER ENDS. Failure to do so will result in a grade lowered – for every point you do not earn from AR, you will lose a percentage of your total points. 1 AR point = 20 points in class. If you reach only 10 points of your AR requirement, you will lose 100 points. Therefore you will not fare well with AR and it will drop your overall score/average.

*Assignments Study Skills:*

*Daily Schedules: Every day, students will be required to fill out a planner/schedule for all their classes first thing when they walk in the classroom. This is to track what assignments they will have (or anticipate) in each class and to get them organized. They will also check in with me at the end of the day in order to see what they need to do for homework and what they accomplished that day.*

*Projects: Throughout the course of the semester, students will have varying projects to complete, including, but not limited to, powerpoints, essays, current events, and other like assignments. These will be discussed and completed within a specific time-frame as laid out in the class.*

Academic Dishonesty:

 Academic dishonesty refers to ANY ATTEMPT to cheat, lie, or misrepresent in order to gain rewards in the classroom that have not been fairly earned. The most common forms of academic dishonesty are cheating and plagiarism.

 Plagiarism is presenting another person’s words or ideas as if they were your own without customary and proper documentation of that person’s authorship. In addition, plagiarism is submitting an assignment that was written by someone else.

 Any test, assignment, quiz, etc. that has been submitted as a result of academic dishonesty will receive a zero (0) grade. The Principal and Guidance Counselor will be notified in cases of cheating, stealing of another’s work, or other cases deemed by the instructor to be a serious violation of academic dishonesty. Also, any person willingly allowing another to copy the material will render the same punishment. In addition, plagiarism may also result in failure of the course and other penalties, such as suspension or expulsion.

Computer Use:

 It is highly suggested that all essays, projects, and like assignments be completed via use of a computer word processing program. It is expected that each student use one-inch margins on all sides of the paper. Your Name, Date, Page Numbers, and Course Info must be in the upper, right-hand corner, preferably used in a header format. All papers will use Arial, Cambria, Calibri, Courier New, or Times New Roman and be justified to the left. Font size should be among 9-12 point. A title must be on ALL assignments and centered. All documents must be double-spaced. Beginning paragraphs are to be indented ¼ inch. Length will be assigned either in words or pages. Essays should be formatted with an introduction, body paragraphs, and conclusion.

 It is highly recommended that you save your documents in more than one place, whether on a thumb drive, Google Drive, or your hard drive. This will prevent “lost” documents; furthermore, it is always a good idea to backup your work. Please take all measures to protect your work at all times. You will need a safe way to transport your work to and from school, if you have access to a computer at your home. Please do so in a safe and secure way, with one of the devices previously mentioned.

 I will accept emails for students to submit their assignments as a way to save paper. HOWEVER, if it is not submitted to me via email prior to the class, it will be considered late and receive the consequences as previously stated in the Late Work Policy section.

### COURSE SCHEDULE (on separate sheet attached - \*\*SUBJECT TO CHANGE\*\*)

**DAILY SCHEDULE: English I & IV**

10 min. – Vocabulary/Grammar in Journals

10-20 min. – Content/Literature Discussion/Activities/Reading

10 min. – Activity/AR (if available)

5 min. – Exit Tickets

**DAILY SCHEDULE: Study Skills**

5-10 min. – Plan Daily Schedule & Show

10-20 min. – Strategy Lesson & Practice

10 min. – Homework Time or Additional Practice

5 min. – Review Skill/Strategy-Submit Assignment

#### Print this page to return AND/OR email your signature:

#### CONTACT INFORMATION

* Mrs. Amy Shirey, Eng. I & IV, Class of 2018 Co-Sponsor
* Available before school: 7:30-8:00 am, or after school: 3:05-4:00 pm
* (217) 936-2116 ext. 153 (school), (217) 440-6551 (emergencies only, please) or amy.shirey@cusd4.com

#### ADDITIONAL INFORMATION

This syllabus is subject to change at the teacher’s discretion and for the betterment of the students in her classroom. By signing below, I have read and understand all of the expectations, policies & procedures of this classroom as set in the class and/or outlined in the student’s handbook.

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

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

Teachers’ Verification \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

#### NOTE: Please print, sign, and return this section by Friday, August 21, 2015, for homework points (10). Please send me an email to the address above if you received this information. That will serve as your signature. If you do not have the ability to print or see this document online, please return it with your child and I will copy it and return the original to your son/daughter. If I have your student in more than one class, I will copy for each class I have with him/her. If you wish to inform me of any concerns, issues, or comments, please write them below and return with this. I’ll see to it that we have a phone conversation or establish a meeting time to discuss those issues, concerns, or comments in a timely fashion.

Thank you,
Mrs. Amy Shirey

COMMENTS/CONCERNS/ISSUES: