

### **Course Syllabus: Bridge Academy - English 3/4**

**Course Description:** English 3/4 in the Bridge Academy is designed as a combined course for students needing either Junior or Senior English credit. This full year, one credit course focuses on developing critical and analytical thinking skills through examination and contemplation of various literary exemplars, as well as research and ongoing development of individual composition and language skills intended to prepare students for life beyond secondary education.

Learning Standards: 1-25

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**Texts:** Various in-house anthologies and novels focusing on American, World, and British literary themes, independent reading choices, handouts, and online material will be utilized throughout the course.

**Course Materials:** The required materials listed below will be an important part of the course, and students are expected to bring them class daily. If you are unable to provide these materials due to financial hardship, please speak to me outside of class as the school may be able to provide them to you:

- Agenda book or similar planning device
- Valid library card
- Binder (one inch) or sturdy 2-pocket folder
- Lined paper or dedicated course notebook (college ruled)
- Pens & Pencils (black or blue)
- USB Flash Drive (highly recommended)

**Attendance / Participation:** Your attendance and participation in this class is expected, and will play a significant role in helping you to gain the knowledge and skills needed to succeed in the course. Salem High School's attendance policy applies to this class. Please refer to your agenda book if you are unsure of what this policy entails.

**Course Website:** The course website (shsenglish.com) will be utilized throughout the semester as a point of reference for important course announcements, or relevant information concerning assignments, and other relevant course content. The website may also prove useful for students to submit work while outside of class, or for students and parents to communicate directly with the teacher.

**Computer Lab Assignments:** Students will regularly utilize the school's computer labs for a variety of educational purposes. Students will be assigned to a predetermined computer for the duration of the course, and are expected to abide by the technology use policies outlined in the

student handbook when using any and all school technology. Unless otherwise noted, students are not to use headphones or electronic devices during time spent in the computer lab.

**Classroom Expectations:** Every member of the class is expected to play a part in creating an environment of respect and support for other members of the class. While I do not expect everyone to be friends with every one of your classmates, I do expect that you will treat everyone with respect, professionalism, and dignity. Unless otherwise stated, all school rules apply in this classroom. Failure to meet the classroom expectations will negatively affect student's participation grade.

**Electronics Policy:** Any and all electronics should be off and out of sight upon entering the classroom. Students who choose to use any electronic devices without the express consent of the teacher will immediately have their devices confiscated and held until the end of the day. Refusal to turn over an electronic device will result in the student's immediate referral to the dean for further discipline. Students and parents/guardians wishing to communicate with each other during the school day for any reason may only do so by contacting the student's Housemaster. The Housemaster will determine the conditions under which messages will be delivered to students.

**Hall Passes/Leaving Class:** Students are expected to abide by the policies set forth for all Bridge Academy students regarding passes to the bathroom, nurse, or other destination outside of class. If you need to get a drink, please do so quietly and promptly return to class without disruption. Each student will be allotted two emergency bathroom passes per term to go to the bathroom or nurses' office during class. After those passes are used up, however, I will not write another pass for such purposes, and the student will again be expected to abide by the existing Bridge Academy hall pass policies. Students are responsible for any content or work missed while outside of the class, and are expected to return to class in an appropriate period of time following their departure.

**Extra Help:** Every Thursday afternoon from 2:10 - 3:00pm, my classroom is open for students seeking extra help, those who need to make up work due to an excused absence, as well as those who are curious about their progress in the course. Students unable to meet during this time should speak with me directly outside of class to arrange another time to meet.

**Communication:** Effective and consistent communication is the key to success in any course. If you are confused about the course content, assignments, or expectations, please speak to me directly outside of class, or email me via the course website. By discussing any issues you may have outside of class, I will be able to focus more effectively on helping to resolve any concerns you have.

## GRADING SCALE

A Range		B Range		C Range		D Range	
A+	98-100	B+	87-89	C+	77-79	D+	67-69
A	93-97	B	83-86	C	73-76	D	63-66
A-	90-92	B-	80-82	C-	70-72	D-	60-62
F Range							
Academic Failure: Student's course average is 59% or below							
Administrative Failure: Student fails to meet the school's attendance policy							

## METHODS OF ASSESSMENT

- Students will be assessed in a manner consistent with the criterion outlined in the school-wide rubrics (see student handbook). Furthermore, all final grades will be calculated using the following formula:  $(Total\ points\ earned) / (Total\ points\ possible) = \% Grade$
- Common Assignments and Point Values:
  - *Writing Portfolio: 400 pts*
  - *Writing Journal: 200 pts*
  - *Participation: 100 pts*
  - *Test: 50 pts*
  - *Presentations: 50 pts*
  - *Quizzes: 10-25 pts*
  - *Classwork: 5-10 pts*
  - *Homework: 5-10 pts*
- Not all work that you complete will be graded, as it is simply a part of the overall learning process. The above list is meant to be a representative sample only, and potential assignments or point values may change during the course of semester.

## ASSIGNMENT & ASSESSMENT POLICIES

- Homework:
  - Homework is due at the beginning of class. Late work will not be accepted.
  - Your submitted work must be your own. Copied work will receive an automatic zero.
- Late Work:
  - Any major assignments (i.e. projects, essays, etc.) may be handed in late, but will be penalized 10% each day of the week including weekends. Late penalties are capped at 40%.
  - Students are encouraged to submit late work electronically to avoid additional penalties that may accrue over weekends or breaks.

- Make Up Work (Due to Excused Absence):
  - It is the responsibility of the student to determine what was missed during their absence, and to submit any missed work within the prescribed time periods. Work not submitted within the appropriate timeframes will automatically be graded as a zero.
  - Homework assignments due on the day you are absent must be submitted by 2pm on the day you return to school regardless of whether we have class or not.
  - Make up work (i.e. tests, quizzes, classwork, etc.) must be completed and submitted within 2 weeks of your return to school after an excused absence.
  - Electronic submissions of any make up work are welcome and encouraged.

## ACADEMIC INTERGRITY

**Plagiarism:** *The act of plagiarizing involves the use, assistance or abetting of someone else's words or ideas without citing the source of the information. Paraphrasing and direct quoting are two forms of plagiarism. It can occur in, but does not exclusively pertain to homework, essays, projects, and all forms of schoolwork. Students determined to have plagiarized will receive a zero for the assignment and the respective housemaster and parents will be notified. If applicable, the student will be reported to National Honor Society. [Credit: SHS Handbook]*

- What Does This Mean?
  - I have a zero tolerance policy for plagiarism in my classroom.
  - If you attempt to pass off someone else's work as your own, by intentionally or unintentionally failing to give credit to the other person, you are plagiarizing.
  - Even if you rephrase something, you must cite your source.
  - If you are unclear whether or not something is plagiarism, please see me BEFORE the assignment is due to allow adequate time for you to make any corrections or citations before passing it in.

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*\*Please sign, cut, and return to teacher by next class. If you have any questions regarding course policies please contact me directly before signing so that I may address your concerns.*

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**Academic Honesty & Course Policies Contract** - All students are expected to conduct themselves in an honest and ethical manner at all times. A first offense of cheating (plagiarizing, copying another student's work, etc.) will result in zero credit for the given assignment. Any subsequent offense may result in a failing grade for the entire term. By signing our class contract, you fully accept the class policies and expectations set forth in this course syllabus and the student handbook.

**I have read the Creative Writing requirements and policies and agree to fulfill them.**

Student name [printed] \_\_\_\_\_

Student signature \_\_\_\_\_ Date \_\_\_\_\_

**I have read the class requirements and policies and agree to support these expectations.**

Parent/Guardian name [printed] \_\_\_\_\_

Parent/Guardian signature \_\_\_\_\_ Date \_\_\_\_\_