

COURSE OVERVIEW-English 12

Teacher's Name:

Ms. Mathews

Title of Course:

English 12

Room Number:

108

Course Information:

Full year course for seniors and for students who have successfully completed BOTH semesters of English 11.

Teacher Information:

School Number: (810) 591-5551

School E-Mail Address: jmathews@carmanainsworth.org

Personal Website: msjmathews.weebly.com

Planning Period: 4th Hour

Course Description and Overall Content:

Student's experiences will include college preparatory level reading, writing, speaking, listening, visualizing and language instruction.

Vocabulary development, critical thinking, and literary analysis will be studied.

Relationships between eras, cultures, politics, and thematic application to real life experiences are all emphasized.

Technology skills are practiced and heavily used in this course.

Students use and synthesize informational readings, literature, and multimedia.

Readings range from classics, contemporary and ethnic literature with an emphasis on promoting fluency.

Course Goal and Intended Outcomes

By the end of this course the student will:

Demonstrate college entry level mastery of communication skills including reading, writing, listening and speaking.

Demonstrate creative collaborative problem solving that is flexible, task orientated, demonstrates decision-making skills, resolves conflicts, and is respectful to others, their culture

and environment.

Develop the skills to be strong in research.

Demonstrate accountability for choices.

Prepare technologically literate quality projects that demonstrate goal setting, organizational skills, self-appraisal, and conscientious use of resources.

Students will demonstrate these outcomes by:

Passing written essay quizzes and exams modeled after college board exams and courses.

Presenting understanding in multiple ways: Short answer exams, cooperative learning presentations, projects, speeches and papers based on literary research.

Learn and master the technique of literary analysis and other college level writing assignments.

Preparing and complete four activist projects for the course, including a research paper.

Preparing a Real World & Senior portfolio.

Preparing and presenting an oral senior exit presentation based on the requirements of the EDP.

Instructional Text and Materials:

The Activist Learner-Jeff Wilhelm, Whitney Douglas and Sara W. Fry

Mechanically Inclined-Jeff Anderson

Bird by Bird-Anne Lamott

In the Best Interest of Students-Kelly Gallagher

Required novels:

The Great Gatsby by F. Scott Fitzgerald

Night by Elie Wiesel

Their Eyes Were Watching God by Zora Neale Hurston

The Things They Carried by Tim O'Brien

The Catcher in the Rye by J.D. Salinger

Grading:

The standard +/- scale will be used for the course.

A=100-94 A-=93-90 B+=89-87 B=86-84 B-=83-80 C+=79-77

C=76-74 C-=73-70 D+=69-67 D=66-64 D-=63-60 59 or lower E

Grades for each term are accumulative. Please make reference to CAHS online services to keep track of grading and green cards on Fridays. Grades are updated bi-weekly or on an individual basis due to special needs.

Attendance/ Tardiness:

Students are expected to be in class, on time, each day. All tardies are recorded and students are sent to the office on the fourth tardy. Students will be sent to the office each time from the 8th tardy on. **Class begins when the bell rings, which means each student needs to be seated when the bell rings.**

Attendance and tardiness are taken into account in the participation points of the class. Students may make up points in extra credit assignments. Absences and tardiness will be discipline according to the Carman-Ainsworth Student Handbook procedures.

Classroom Rules and Procedures:

Every student is required to follow the Carman-Ainsworth Student Handbook of Conduct. Along with the rules of the school, we have five important rules for writers to live by in this community. Both the handbook and the class rules are discussed in class.

1. **Come prepared to learn:** This rule means for students to come on time for class and have all materials required for learning. This also included being on time to turn in major assignments, and turning in work on Blackboard/Safe Assign by required dates. Late assignments and missed deadlines are not acceptable and will not be accepted.
2. **Refrain from behavior that distracts from learning:** Students are instructed to not cause a disturbance in the class. If there is a conflict of some kind please speak to the instructor so it can be handled in a proper fashion. Failure to uphold this rule will result in removal from the class and/or further disciplinary action.
3. **Every word and action must be done with respect:** Disrespect to another student or the instructor will not be allowed. Everyone must speak in a respectful manner in class discussions and activities. Slurs or other demeaning words will not be tolerated at any time.
4. **Be Focused:** It is the student's responsibility to make sure to have a clear understanding of the working within the classroom. There are many materials that can help students stay focused on being successful in this classroom. Students may make appointments after school, ask questions after class, check the online calendar, or email with concerns.
5. **Allow the instructor to teach:** If students can follow the above rules and come with a mindset to have fun learning about the elements of English, students can leave feeling that they have learned something new that will benefit their lives.

Technology and Video Usage

Each student is required to have a parent/caregiver sign an AUP, which allows him or her to use the technology available in the building. Students use different programs such as Microsoft Word, Powerpoint, Publisher, and acceptable applications from smart phones, and the World Wide Web for many assignments. If a student does not have computer access in his/her home, he/she may attend after school tutoring or use the computers in the instructor's office at assigned times. Each student also must have an account on Blackboard/Safe Assign, which will be used for major assignments, classroom discussions, turning in assignments, and is the language arts plagiarism checking system. **Students will be required to have professional gmail account for use of email, Google Docs, and Google Drive for editing and sharing of information for the course.** Lastly, videos are used periodically throughout the course. If a parent does not want his/her child to view certain videos in the class, please contact the instructor.

Digital Office Hours are available for students and parents who register with Remind, which is a

text messaging service for communication. Remind is a database that is designed with communication that is safe and effective. Neither the teacher or the student/parent will know each other's number. Students/parents will receive digital communication on the due dates and happenings in the classroom, along with having an opportunity to use Remind chat, which is designed like office hours. During this time, a chat can happen individually or in small groups on the topics of class. All communications will be printed out for record keeping. Digital Office Hours will be held on Sundays, 7-8 PM.

Academic Integrity

Any student who is caught cheating will receive a 0 (zero) for that assignment. Students who allow other students to copy their work are also considered cheating and will lose credit for the assignment. A successful student will push to achieve their potential and not accept mediocrity. My job is to do all that I can to ensure success for each student. Students also will not be allowed to do work from other classes. If a student is caught doing or copying work from another class it will be confiscated and turned over to the teacher.

Students are to honor due dates for assignments, papers, projects. Due dates are created to keep fairness in the classroom. The instructor will give due dates for students to record in planners, assignments, etc, and it is the job of the student to remember and to turn in assignments on that date. Assignments that are not in the classroom at the beginning of the hour on a due date WILL NOT BE ACCEPTED. Students may make up points in extra credit assignments. Issues may be addressed with the instructor in a personal conference.

Ms. Mathews-Classroom Procedures

Procedures are a part of life. We follow procedures when we go to the movies, eat at a restaurant, or apply for a college or university. The reason we have procedures is so people can function in society knowing the proper and appropriate way to do things. Procedures can make things run more efficiently, help people to be more successful, and also make things safer. Think of what would happen if people didn't follow the procedure at a stop sign or red light. This classroom also has its own set of procedures. These procedures help to establish our classroom culture. When everyone follows the procedures, our class becomes safer, calmer, and a better environment in which to learn. Although you may not remember them at first, please do your best to follow the procedures below. Let's all choose to have a great year!

-Ms.

Mathews

How to Enter the Classroom

** Please do not bang on the classroom if the door is closed. If I am not there, I will be shortly! If I am in the room, I am probably occupied with a personal matter (email, phone call, or prepping for class). Please knock ONCE and wait for a response.

When you come in, please do the following:

1. Come in calmly and quietly.
2. Put your materials at your assigned seat.
3. Get your writer's notebook and sharpen your pencil/get an ink pen.
4. Turn in any assignments that are due.
5. Read the day's objective to see what we will be learning that day on the front screen.
6. Be in your seat BEFORE the bell rings and wait patiently and quietly for class to begin.

If You Are Absent

In the back of the room I have an ABSENT folder for each course. If you are absent, it is your responsibility to get the work that you missed and see me for instructions. I will have the assignments for each period listed there, along with any other information that you may need (ex. Get today's notes from a friend, watch this video, etc.) Please refer to the student handbook on make up days for late assignments. All tests and quizzes should be made up within five school days. Projects & papers are due on the date stated, even if you are absent. If you are absent, have someone bring in your project/paper or email the assignment. Again, projects and papers can NOT be turned in late.

* When you are ready to hand in your complete absent work, please write ABSENT on the assignment and the date you missed.

Restroom

Students are expected to use the restroom before or after class. However, I understand that sometimes it will be necessary to go during class. Therefore, I will be giving each student 3 free bathroom passes for the semester. These may be used to

go to the bathroom during class, as long as Ms. Mathews is not in the middle of teaching a lesson. At the end of the semester, any restroom passes remaining may be “cashed in” for points before exams.

Homework

There will be days that homework will be assigned for this class. Sometimes you will have a few minutes in class to complete it, but many times you are expected to complete this work at home. I expect all work to be placed in the appropriate tray or completed in your notebook by the beginning of the class it is due. Failure to complete your work (neatly) will result in lost points or credit. Your writer's notebook will be designed uniformly with your classmates. It is your job to keep it organized.

If you have any problems or concerns with your homework, please arrange a time to come meet with me. You may speak to me before or after school, or during my planning period. I will gladly help you if you ask for it! Please don't leave anything blank and then say you wanted to ask a question. Once it has been turned in, I will assume that you do not have any questions on the assignment.

Some assignments will need to be completed on the computer. If you do not have access to a computer at home and are unable to complete the work in class, please let me know! I will make arrangements for you to come in before or after school to complete the assignment. Not having a computer or not having Internet will not be an excuse for completing work. Remember, you can always come do it before or after school. You will be required to have a professional gmail for this course, and you will use Google Drive, Google Docs, and Safe Assign. Details of these programs can be found in your course outline.

If You Do Not Have Your Homework

If you do not have your homework, you still need to turn in a paper. There is a “Missing Homework Slips” basket located on the back table. Once you realize that you do not have your homework, take a Missing Homework Slip and fill it out completely. Hand this paper in when the teacher collects the homework. When you do get the homework completed, this note will be stapled to your assignment.

**** PLEASE NOTE THAT THIS DOES NOT EXCUSE YOU FROM COMPLETING THE ASSIGNMENT!****

Sharpening a Pencil

Please sharpen pencils before class begins. If necessary, you may sharpen your pencils during class but not while the teacher is speaking. Use your own judgment to determine a good time. Only one student at a time is allowed at the pencil sharpener.

When the Teacher Wants Your Attention

When I want your attention, I will:

- Stand in front of the class
- Give a verbal cue that I am ready to begin
- Wait for everyone to be quiet

- Begin instruction

When You Want the Teacher's Attention

If you need to get the teacher's attention, raise your hand and patiently wait for her to respond. If you are sick or it is an emergency, you may interrupt the teacher if she is speaking.

How to Set Up a Paper

Each paper must have four things in the top left-hand corner.

1. Your first and last name
2. My name spelled correctly: Ms. Mathews
3. The class period-Hour
4. Date (Day-Month-Year)
5. The assignment (Example: 1.1 Section Review Questions)

If You Finish Your Work Early

If you finish your work before others are done, there are several things that you may do.

- First, check to make sure that you followed all directions and completed the entire assignment and to the best of your ability. Yes, there may be a back side to the paper!
- Read quietly.
- Complete extra credit
- Check the classroom website or add a response to our Twitter Hashtag Discussion
- Work on Activism Focus-English 12 ONLY
- Speak to your instructor for other options

Technology usage

Because this class relies heavily on technology, there will be many days in which we are using the computers and some with use of smart phones. However, there will be others in which we do not. The following procedures are expected to be followed while using the computers:

- Phones are only used for class with the instructor's permission. There is no need for them to be seen unless they are part of the lesson. Put them away. Don't touch them. Don't set yourself up for the phone to be taken away.
- Only use the computer to complete tasks given to you by Ms.Mathews. This is not a free computer time. We are using them as educational tools.
- Treat the materials with respect. The mice and keyboards are not toys. They are tools. If you cannot leave them alone, you will have to try to complete the classwork without them.
- Do not use the computer while Ms. Mathews is talking.
- Leave them ALONE if we are not using them.
- Always, always, always LOG OUT and SAVE YOUR WORK!!!

Before you leave the classroom

Do the following everyday before leaving the room:

1. Make sure you have copied the homework down in a planner (even if you are done)
2. Clean up your materials and area
3. Put everything in your bag and take it with you.
4. Say goodbye to Ms. Mathews. I will miss you while you're gone.

Classroom Website

I have a website on which I will have listed the major units of the class, as well as other items of interest. I have many links that will be beneficial to our class. I may also post articles, links, videos, etc. that I wish for you to read and view. Please get in the habit of checking the website to get news and info about the class.

Ms. Mathews's website - **msjmathews.weebly.com**

Social Media

I have a Twitter & Instagram account for class. They will have interesting articles and news for the class and pictures that we have of special events and moments. If you wish to follow me on Twitter or Instagram, refer to my handle names which are listed on the News board of the class. We will be using many hashtags for discussion in class, so it is not required to follow me for our communication. This account is solely for educational/professional use. If you cannot follow and use it appropriately, you will be blocked and reported (It is my job to teach you to use it properly).

Class Participation Points

I will be using class participation points to monitor behavior in the classroom. For the positive behaviors you display, such as completing homework, working cooperatively, being active in classroom discussions, being on time for class, you will be awarded points in the gradebook. When you fail to follow procedures or meet expectations, points will be taken from you. Points can be made up with extra credit. Points are put in the grade book at the start of the marking period, which means that each student starts with an A in participation six times a year. It is your job to keep it that way with your behavior.

Leave Me Alone Pass and JMatty Tickets

I understand that there are just some days when you may not feel well or something is going on and you cannot focus or need a break. I will give each student one LEAVE ME ALONE pass at the beginning of the nine weeks. This pass can be used to take a 10-15 minute break to get yourself under control and refocus your mind. If a student decides to use this pass, he or she needs to present it to Ms. Mathews at the beginning of class. That student then has 10 – 15 minutes to get himself or herself back in the learning mode. The student will STILL be responsible for getting the information that was given during that time and completing any work given. After 10 – 15 minutes, the student will be expected to become an active participant again in the

classroom. If the student cannot do this, he or she will meet with Ms. Mathews to discuss the next step. Any student who still has a LEAVE ME ALONE pass left at the end of the nine weeks may turn in for 10 extra credit points. No extra LEAVE ME ALONE passes will be issued. Restrictions are listed on the passes.

Everything in my room is earned, not given. Each student will receive 10 JMatty tickets to purchase necessary supplies in case of emergency in my classroom. Tickets can be used to buy supplies such as pens, paper, pencils, snacks, notebooks, borrowing novels for the class period, snacks, and candy. The purchasing chart for supplies in the room can be found on the back table near the News board. Students are responsible for their own tickets. More tickets can be earned throughout the semester. Any tickets that aren't used can be "cashed" in before exams for points. If tickets are lost, they will not be replaced. It would benefit students to write their names on the tickets once received so that it can not be used by another student.