

## Course Syllabus – English 12<sup>th</sup> Grade

Instructor: Ms. Sibley

School Phone: 924-3092, Extension 1208 Room #C113

Email Address: sibleyd@duvalschools.org

Welcome back and congratulations on moving the school's grade! Ribault's theme this year is Thirsty. You have already begun to demonstrate your thirst for knowledge and this year's coursework promises to be interesting, rigorous and thought-provoking with the goal of promoting an enjoyment of, and lifelong interest in, literature.

### Course Description:

This course begins with a focus on the concept of "Perception is Everything" and includes various poems, films, songs, drama, novels, plays, non-fiction and documentary film. The units are as follows:

Unit 1: Perception is Everything

Unit 2: The Subjects

Unit 3: The Story

Unit 4: The Palette

Unit 5: The Lighting

Unit 6: Building the Portfolio, Preparing for the Show

### Course Objectives:

By the end of the year, students will:

Have a context and vocabulary for reading, analyzing and discussing literature and nonfiction texts

Demonstrate an ability to take and use notes

Effectively work within small and large groups

Have created and presented several oral presentations

Write well-organized and well-developed paragraphs and essays

Demonstrate effective organizational skills and strategies

### Required Materials:

English notebook (3-ring binder)

Dividers (Set of 6)

Loose-leaf paper

Pen with dark blue or black ink

Other materials as announced

## **Grading Plan:**

There are four main areas that contribute to your English grade:

- essays and projects (25% of total grade)\*
- quizzes (25% of grade)
- daily assignments and homework (30% of grade)
- formal assessments (20% of grade).

Duval County's grading scale is used:

- A - 90-100
- B - 80-89
- C - 70-79
- D - 60-69
- F - 59 and below

## **Makeup Work Policy:**

Makeup work is accepted when the absence is excused, according to the policy set forth in the Student Handbook. Students, who are present on the day that a test is assigned, but absent on the day of the test, are expected to take the test on the day they return to class. Assignments will not be accepted beyond five days late. Exceptions to this may be made only with a valid medical excuse or extenuating circumstances discussed with me (preferably in advance). Field trips or other school events are not excuses or extenuating circumstances. Plan ahead.

## **Grade Recovery:**

Grade Recovery is meant to assist students who have made an effort to be successful in a course but have failed to make adequate progress to meet standards during a grading period.

To be eligible for Grade Recovery, a student:

- must have earned a "D" or "F" as a quarter or final grade;
- must have made a good faith effort to timely perform classroom work or have accepted additional assistance offered to them during the applicable grading period;
- must have completed all work that was missed due to a violation (or a sanction for a violation) of the Student Code of Conduct and must comply with the attendance policy as determined in the School Board Policy Manual: File: JH (2) "*Missed work shall be made up for all absences; a day of make-up work shall be allowed for each day of absence, when appropriate, pursuant to the Student Progression Plan Appendix D. Each student shall receive full credit for such work.*"
- must complete Grade Recovery prior to the end of the following grading period. The time may be extended at the discretion of the principal. Students making less than satisfactory progress at any point during the 4<sup>th</sup> quarter must begin immediate recovery

- and must complete that recovery prior to the end of the school year, unless the principal determines that an extension of time is appropriate; and
- must not have engaged in plagiarism or cheating specifically identified by the teacher which resulted in the unsatisfactory grade.

The recovery grade will improve to a “C” when the standards are mastered. A grade of “D” may be assigned if the teacher determines that progress was made toward the standard(s).

Compass Odyssey is the primary means of Grade Recovery in Duval County. Essays and special projects which need to be made up will be addressed on a case by case basis.

### **Classroom Rituals and Routines:**

#### *Entering the room:*

Always arrive on time to class! This minimizes distractions and ensures that instructional time is not compromised. All students must have an ID badge visible upon entering the room. Adjust your voice to conversation level. Place all materials on your desk including your textbook, class notebook and a pen or pencil. You may sharpen pencils only upon entering the classroom.

There will be an agenda on the board daily. Write down the learning outcome and assignment for the day. Complete the warm up activity. Spend the remainder of the first fifteen minutes of class reading your assigned text. No other reading or class work should be completed during this time.

#### *During class:*

After the opening activity, we will have a mini-lesson followed by group discussion of the text. Oftentimes, you will be working in small groups for a portion of the period. Remain on task and use a conversational voice level. You will be called upon to present your thoughts and findings to the class.

There are no restroom breaks and visitors are not allowed in the classroom. Take advantage of time before school and between classes to attend to personal needs. If you have a medical condition which warrants a break or an extenuating circumstance, please see me or provide medical documentation to the School Nurse and I will work with the Nurse to ensure that your needs are met.

#### *Before leaving the classroom:*

Collect all trash and place it in the wastebasket. Return desks to their original positions if moved for group work. Ensure that you have collected all of your materials and wait quietly in your own desks for me to dismiss the class.

**Electronic Devices:**

Do not enter the classroom with electronic devices. The classroom is designed for instructional activity and these devices are a distraction and time-stealer for the teacher and student. These devices include, but are not limited to, cell phones, iPods, Blackberries, or other electronic devices. Violators will be required to immediately relinquish electronic devices to me.

**Extra Assistance Policy:**

Students can request additional help by meeting with me before or during class. I will remain after school as needed and accommodate any student who requires assistance.

**Attendance and Tardy Policies:**

Attendance is critical to your success in this class. Most of the class involves class discussions, writing and working in small groups. Because it is not possible to make up this kind of work, regular attendance and participation are crucial. Ribault's attendance policy specifies that, after three unexcused absences in one grading period, the student will be awarded an "I" (Incomplete), and will have to utilize Grade Recovery.

**Classroom Behavior:**

Students are expected to follow all rules outlined in the Student Handbook. Ribault's policy is no eating or drinking in the classroom. That policy will be observed. Activities which tend to disrupt class such as individual conversations, inappropriate or irrelevant comments and disruptions of any kind will not be tolerated.

**Communication with Parents:**

I consider parents an important part of the educational process and will make every effort to stay in contact on a regular basis. Please ensure that you have completed a school information card which includes your current contact information. Parents who wish to contact me may send a note with their student, call my classroom phone (924-3092, Extension 1208) or email me at [sibleyd@duvalschools.org](mailto:sibleyd@duvalschools.org). I will make every effort to return parent phone calls within 24 hours.

I have read these requirements for 12<sup>th</sup> Grade English, and will abide by these classroom conditions.

---

Student Signature

---

Date

I have read these requirements for 12<sup>th</sup> Grade English, and will abide by these classroom conditions.

---

Parent Signature

---

Date