



Section 1

<http://mrjacobsenglishclasses.weebly.com/> - Remind Link rmd.at/issuefic18

GENERAL CLASSROOM POLICIES

In Addition to the school policies, which I will support and will enforce, the following rules are some of my general policies regarding classroom behavior and student expectations. While they do not cover everything, they represent several of the most important issues and my position on them. These are subject to changes, additions, or deletions as conditions warrant.

Some Key objectives of this Course

1. Students will contribute to maintaining a classroom community that feels safe, where everyone is able to take risks and grow.
2. Students will make thinking count in discussions, as a writer, speaker and a listener.
3. Students will become aware of reading preferences, habits, strengths, weaknesses, and attitudes.
4. Students will learn and practice new reading strategies so that they become automatic.
5. Students will connect relevant networks of background knowledge, or schema to the literature, so that new information has something to connect to and is easier to understand, as well as, adding to and revising their schema.
6. Students will learn to appreciate class literature and see how it is still relevant.
7. Students will analyze literature using multiple techniques and strategies, so that they can fully appreciate, and understand what is written.

Section 2

STUDENT RESPONSIBILITIES

THIS IS A SENIOR-LEVEL NOVEL-BASED COURSE! You will have reading and a writing homework practically every night! Each novel will be supplemented by an average of two to three short stories. In addition to reading and journaling, you will have to write a paper and create a project for each novel. This is the minimum requirement for passing this class. If you do not like to read (or do not plan to), you are in the wrong class. This should be considered a warning, so do not say you did not get one when you are short of credits!

- This class is set up for people who are here every day. If you miss a day, you will have to inconvenience yourself to catch up. This may include, asking other students to help you, staying after school, or doing extra work. If you miss many days, this class will become more difficult for you. I am not going to chase you down to make sure you have caught up on missing work. The responsibility for that rests directly on your shoulders.
- Each student is expected to come to class prepared to LEARN, PARTICIPATE and to maintain a SATISFACTORY STANDARD OF BEHAVIOR. Some specific examples of behavior would be:

1. Being on time to class, signing in and sitting in your assigned seats for attendance:

- This means both being in the room when the bell rings and signed in on the attendance sheet.
- You must also be in your assigned seat by the time class starts.
- If you are not in the room when the bell rings and the door is closed - wait until the teacher opens the door and then sign the Tardy Log to be counted present. You will *not* be counted present until you fill out the log.
- If you sign in and leave you are no longer considered to be present. **If the bell rings and you are not in the room you are tardy.**
- Consequences for unexcused absences and tardies are listed in your Student Handbook and any new policy statement that the district devises.
⌘Remember: If you arrive more than 5 minutes late without a pass, it will be counted as an unexcused absence.

2. Staying in your assigned seats:

- A. You are not to leave your seat without permission from the teacher. (This includes at the end of the hour.)
- B. You will be held responsible for the condition of your area at the end of the hour. Your chair must be put back in its place and the area around it policed for litter before you leave at the end of the hour. NOTE: *Make sure you report any new damage to the table at the beginning of the hour, so you will be not held responsible for it!*

3. Having the proper supplies: The proper supplies are THE NOVEL AND YOUR FOLDER, paper and a writing utensil. **THE TEACHER WILL NOT PROVIDE WRITING UTENSILS.**

4 Showing respect to others:

Be Responsible -- Be Safe – Be Respectful

- A. As a member of the class, you are expected to pay attention to whoever is speaking. This includes the teacher, a guest, or another student. If you have something to add or a question, *wait* until the speaker is finished, raise your hand and *wait* to be called on. ANY DISTRACTING OR DISCOURTEOUS BEHAVIOR CAN LOWER YOUR GRADE. IF THE BEHAVIOR CONTINUES, FURTHER STEPS WILL BE TAKEN.

- B. **SUBSTITUTE TEACHER:** ANY ABUSE OF A SUBSTITUTE TEACHER WILL BE DEALT WITH IMMEDIATELY. If your name is written down by the substitute, you will lose points and/or have to make up "lost instructional time," after school. NOTE: All points are doubled when a substitute is present.

Section 3

1. Turning Work in on TIME: Late Work will be not be accepted after the deadline.

- A. Worksheets, that are not study guides, are typically due either at the end of the hour or the beginning of class the next day. Worksheets, that are study guides, are due on the day that we take the quiz or test on the subject that the study guide covers.
- B. Major Projects and Papers are due at the beginning of the class on the day it is due. If the work is one day late it is reduced by 10%. After one day, you will have to fill out a *late work appeal form* and hand it in with your work. If I decide to accept it - a minimum of another 10% will be taken your grade. [There is a Three-Day limit to this.]
- C. If the lateness is a result of an *excused* absence, then excused absence policies will apply.
- D. After the date of the DEADLINE occurs, all work that was due before that time will not be accepted whether you were there that day or not (Excused or Unexcused does not apply.)

2. **CLASSWORK:** You will be given in-class time to work on assignments. It is important that you begin work quickly; that you stay on-task and that you are prepared to do the assignments. Work done must be relevant to the class. Your ability to work diligently on your own and cooperatively with a group will directly affect your grade!

3. **CLASS DISCUSSION:** You will be expected to participate in class discussions and be ready if called upon. Part of your Work Ethic grade will be based on your ability to answer questions from the reading and/or the homework assignments. Quality answers or comments will be recognized with Work Ethic and/or bonus points. If you are unable to demonstrate your knowledge of the assignment, you will lose points. **REMEMBER:** If you wish to add something, raise your hand and wait to be called.

4. **PASSES will be given at the discretion of the teacher. These will be very limited. Passes usually are not given.**

- ★ To use a pass, you must sign the sign out board and receive a written pass in your agenda, from the teacher.
- ★ Passes to the library for other classes will only be issued if the student has a pass from the teacher of that other class.
- ★ Passes will not be given during **lectures, presentations, movies, and while the class is reading aloud.**

CLASSWORK/HOMEWORK POLICY

Section 4

1. **Homework is due on the assigned date. Work will not be accepted after the deadline.**

2. I will usually provide at least one-week notice for TESTS. However, QUIZZES may be unannounced.

3. **MAKE-UP QUIZZES AND TESTS:** These will only be given for excused absences. You will have one week to make them up. QUIZZES AND TESTS CAN BE MADE UP TUESDAY OR THURSDAY, IN THE MEDIA CENTER DURING AFTER SCHOOL TUTORING.

4. **LATE HOMEWORK POLICY:** *Excused absences:* Long-term assignments must be turned in **on** the day you return.
 - a. Assignments given while you were absent must be turned in three days.
 - b. Some minor assignments cannot be made up. (Example: Discussion and participatory activities)

5. **ON THE MAJOR UNEXCUSED LATE ASSIGNMENTS, IF I DECIDE TO ACCEPT IT - A MINIMUM OF 10% WILL BE TAKEN YOUR GRADE.**

6. Students who hand in all of their assignments will have their marking period grade increase by a ¼ of a letter grade. (Example: B- becomes a B).
7. Major Assignments may be re-done and re-submitted for a better grade (with the original work attached) within one week of the date the assignment is returned to the class.
8. *Homework must be written legibly or it will not be accepted.*

Section 5

9. **NOTE: Incomplete work may not be accepted.** If you receive a No Credit (NC), you may complete the work and hand it back in for credit. You are limited to only three NC's, after that, you will just receive a "0."
10. Extra Credit will *only* be given to students who have completed all of the major assignments [except play viewing or bonus points.]

11. **If a student misses class, it is his/her responsibility to get any of the missed assignments explained by either the teacher or another student. Missed assignment sheets may be found in the homework box. If the student wants the teacher to explain the work, the student must arrange for a time outside of class. Again, this class is set up for people who are here every day. If you miss a day, you will have to inconvenience yourself to catch up. This may include, asking other students to help you, staying after school or doing extra work. If you miss many days, this class will become more difficult for you. I am not going to chase you down to make sure you have caught up on missing work. The responsibility for that rests directly on your shoulders.**

CELL PHONE POLICY

There is to be no cellphone use during class. Phones will be collected on the day of a quiz or a test and returned at the end of the hour. For all other days **the Student/Parent Cell Phone Contract** policies will be enacted. This means your cellphone with either be on the wall, in the charging station, hidden on your person or locked away. These procedures have been approved by administration, signed off by your parents and agreed to by you. These policies are reiterated by the signing of these rules. Please to the smart thing and stay off the cellphone in class. You are very close to graduation and this is when you should be learning to function as a responsible adult, without the constant screen in your hands. **All cellphones must be given up for Quizzes, Tests and Exams. If a phone is seen by the teacher before all the quizzes are turned in then the student will receive a "0" for that quiz, test or exam.**

Section 6

WHERE TO TURN THINGS IN

- Worksheets go into the box.
- Quizzes and Tests go into the tray to the right of the teacher's desk.
- Major Projects are to be turned in directly to the teacher.

WORK ETHIC POINTS: There are two types of Work Ethic points:

1. **Weekly points:** A student will receive 0-10 points at the end of each week, depending upon behavior, level of Work Ethic, completeness of class and homework and the ability to answer questions posed by the teacher regarding the homework.
2. **Bonus Points:** To be given if the student's work exceeds expectations in quality or the student demonstrates a positive attitude and Work Ethic above and beyond the call of duty.

YOUR ENGLISH NOTEBOOK:

The Pocket Folder includes:

1. Assigned Worksheets and Metalogs
 2. Returned Quizzes, Tests and Papers
- Note: You should keep everything, in case of teacher error.

Grading Scale

Points Possible

Points Awarded = %

100-93 = A	86-83 = B	76-73 = C	66-63 = D
92-90 = A-	80-82 = B-	70-72 = C	62-60 = D-
89-87 = B+	79-77 = C+	69-67 = D+	60-59 = E

1. Classwork/Homework (Worksheets)	25%
2. Metalogs	20%
3. Quizzes/Tests	25%
4. Projects/Major Papers	20%
5. Work Ethic 10%	
(Subject to change)	100%

Section 7

GRADING POLICY:

To figure out your grade on any given assignment,

follow this formula:

Semester Grades:

First Marking Period 2/5

Second Marking Period 2/5

Final 1/5*

* = **NOTE: A Student must pass at least one marking period to receive a passing grade for any given semester.**

Approximate breakdown of Quarter Grades

- NOTE: Students, who improve their grades between marking periods and/or have turned every assignment in for the quarter, will have their marking period grade increased by a ¼ of a letter grade. (Example: C+ becomes a B-).

* = **NOTE: A Student must pass a combination of one marking period and the final or two marking periods to receive a passing grade for any given semester.**

Section 8

DISCIPLINE POLICY

First Offense will result in: A Reminder

Second Offense will result in: A Warning and Work Ethic Point Loss

Third Offense will result in: Detention

Fourth Offense will result in: Parent notification

Fifth Offense will result in: A Referral

The order of the consequences is subject to change depending on the severity of the offense. Some consequence may be combined.

"After School Consequences": If you are assigned a detention, you must sign the *detention sheet*, noting which day you will stay after school. If that day passes and you have not served the "after school consequences," you will be written up and/or your parents will be contacted. **Detentions must be served after school within five school days of the offense.** You will be told the length of your detention when it is assigned. **These take place:** Monday and Friday 3:00-4:00 - If you are late you may have to serve the "lost instructional time," another time. Location: Room 1126-PAC

PLAGIARISM POLICY: Any occurrence of plagiarism for part or all of an assignment will result in a "0" for the assignment and a possible drop in the marking period grade by one letter grade.

VIDEOS:

Videos are an important element to this class. **If you should be absent when a video is shown, YOU must find a way to make it up.** You can either arrange for as time to see the video after school, rent it or watch it on-line from Netflix, Amazon.com, YouTube, etc. Even if your absence is excused, you are totally responsible for the content of the video and any assignments, quizzes or test questions based on said video.

- Also, paying attention to the video is worth **20 points** per video. The first time you are caught **on a cell phone**, talking, making noise, sleeping, doing other homework, in any way not paying attention, laughing inappropriately or misbehaving in any way, you will receive 0/20. After that, each violation will be 10 points off your grade, with the possibility of being removed from the room for the duration of the film, with no opportunity to make up the viewing or turn in work related to the video.

Section 9

Dear Parents:

- ✦ The following is a list of potential books and videos, which will make up the reading and viewing list for the English course in which your child is enrolled (although not all of these books and videos will be covered during this school year – we cover approximately 2-3 books, per semester.) The books and videos on this list have been chosen based on their literary merit and with consideration of the interests, skills, and emotional maturity of students for whom the course was designed. Generally, there is a wide range of choices in this course reflecting a variety of viewpoints and styles. (Arrangements to examine approved books may be made by calling the high school: 484-7004.)
- ✦ If you object to any of the selections listed below, it is your right to request an alternative selection. If, however, the list meets with your approval, it is not necessary to send a reply. If you wish an alternative, please either call or write me letting me know for which text or videos you wish an alternate selection. The list of potential texts and videos for this course is as follows:

<u>Novels</u> <ul style="list-style-type: none">• <u>All Quiet on the Western Front</u> by Erich Maria Remarque• <u>The Maltese Falcon</u> by Dashiell Hammett• <u>Ordinary People</u> by Judith Guest	<u>Media Shorts and Television Episodes</u> <ol style="list-style-type: none">1. A&E Biography: Foot Soldier2. A&E Biography: Ernest Hemingway3. Biography: Dashiell Hammett4. Ozzie and Harriet: Valentine Day5. Veronica Mars: War of the Tritons6. My So Called Life: Pilot7. Sherlock: A Study in Pink8. Star Trek: The Next Generation: Big Goodbye
<u>Feature Length Movies</u> <ol style="list-style-type: none">1. <i>All Quiet on the Western Front</i> [Made for TV]2. <i>The Maltese Falcon</i> [G]3. <i>Ordinary People</i> [PG]4. <i>Gallipoli</i> (Excerpts) [PG]5. <i>Henry V</i> (Excerpts) [PG]6. <i>A Farewell to Arms</i> [G]	<u>Additional Short Stories, Poems and Articles</u> <ol style="list-style-type: none">1. The Love Song of J. Alfred Prufrock by T. S. Eliot2. The Passionate Shepherd to His Love by Christopher Marlowe3. The Nymph's Reply to the Shepherd by Sir Walter Raleigh4. "In Flanders Field" by John McCrae

This list is subject to changes, additions, or deletions as conditions warrant

Please e-mail me at jacobs@lincolnk12.org or go to <http://mrjacobsenglishclasses.weebly.com/> if you have any questions. Email is always the best way to get ahold of me.
- Mr. Jacobs

Return this sheet by Monday.

This is a 10-point Assignment!

HOUR _____

Please sign this and bring it home for a parent or guardian to sign, as well. Then, return this sheet and keep the above handout in your notebook for easy reference.

If you have any questions, please don't hesitate to ask. Remember, please feel free to contact me by e-mail, or in person should you have any comments, questions, or concerns!!!

I have read this handout, and I understand all rules, requirements, and penalties.

Student Full Name clearly printed

Student signature

Date

Parent signature

Date

Parent E-Mail and Phone Number (please write as clearly as possible)

Student School E-Mail (please write as clearly as possible)

