

English 12 Syllabus

Dear Parent,

This packet of information is to help both you and your child understand what is expected of him/her as a student of English 12. The packet includes a course outline and a form to return to me.

The course description in the Course Guide explains the content of the course as required by the school and state guidelines.

The course outline is an explanation of the requirements for the class based upon the South Newton Language Arts Curriculum which includes several areas of Language Arts studies. This covers such areas as assignments, tests, and student responsibilities.

The form on the last page should be filled out after you have reviewed all the course information and discussed it with your child. When it is returned to me, I will know that you have been given the information you need. Return only the form and keep the rest of the information for your reference.

Hopefully, this packet will prevent any future misunderstandings or misconceptions. My goal is for us to work together to make this a fruitful year for your teenager.

Sincerely,

Karen Van Duyn

Course Outline

I. Vocabulary

- A. List out on Thursday
- B. Test on Thursday
- C. Comprehensive exam
 - 1. Semester

II. Literature

- A. Required Readings/ Textbook and Handouts
- B. Discussion
 - 1. Be prepared with text and questions
- C. Quizzes for reading assignment
- D. Tests (after discussion)
- E. Outside reading
 - 1. One book report each term
 - 2. Needed to pass the course**
 - 3. Three Book Reports from a college bound reading list**
 - 4. No novels which are part of any class curriculum may be used for reports**
 - 5. Time may be given for reading on Friday
 - 6. Due dates on attached sheet

III. Grammar

- A. Assignments based upon student need as indicated in writing process.

IV. Composition

- A. Weekly exercises
 - 1. Small assignment
 - 2. Done in class
 - 3. Kept in spiral notebook
 - 4. 100% if completed
- B. Major Papers (5-8 pages)
 - 1. Written out of class (after intro unit)
 - 2. One paper each term
 - 3. Needed to pass the course
 - 4. Due dates on attached sheet
- C. Writing Clinics
 - 1. Introductory Unit
 - 2. Individual Conferences
 - a. Scheduled by student
 - b. Scheduled by teacher
 - c. Before School/After School/SRT
 - 3. Rewriting papers until acceptable

VII. Student Responsibilities

- A. Attend Class
 - 1. While written work may be easily made up, class discussion and seminars are an essential element of the class. Participation grades will be given occasionally that only can be attained if present. Extensive absences can affect the course grade and could result in a loss of credit.
- B. Come to class prepared
 - 1. Assignments & readings done
 - 2. All materials
- C. Behave properly

- D. Be on time
 - 1. To class
 - 2. With assignments
 - a. One letter grade per day late on required assignments (1 day)
 - b. Daily assignments not accepted late unless student was absent
- E. Follow school rules
- F. Accept responsibility for learning
- G. Make up work missed within **one** week

VIII. Grading Procedure

- | | | |
|---|----------|----------|
| A. Fewer grades given – every one is important! | A 93-99 | C 73-76 |
| B. Percentage grade is given on all assignments | A- 90-92 | C- 70-72 |
| C. Makeup work | B+ 87-89 | D+ 67-69 |
| 1. (credit only), if done | B- 80-82 | D 63-66 |
| 2.0, if not done | | D- 60-62 |
- D. All major assignments should be done to offer the best opportunity to receive a passing grade for the term.
 - E. Regular assignments are due the day specified and not accepted late unless absent, in which case they would be due the day they return if assigned before the missed day or the next day if receiving the assignment upon return to school. Major assignments are allowed to be ONE day late. After that they will not be accepted. Points will be deducted for the late work.
 - F. Book reports and major papers will be averaged into term grade.
 - G. Participation grades will be given occasionally that only can be attained if present.
 - H. Extensive absences can affect the course grade and could result in a loss of credit.
 - I. Cheating
 - 1. Will be dealt with according to the student handbook
 - J. Any student with all grades and assignments in will pass the course despite his/her average.

IX. Student Work

- A. Individual Folder kept for each student
- B. All graded assignments are kept in folder so all work is easily accessible.
- C. Major paper may be taken home after grading for rewriting purposes but must be returned to the file in order to receive a grade.
- D. Parents are very welcome to examine their child's work. Call and we'll make arrangements to:
 - 1. View the work at school
 - 2. Send the papers home for viewing (must be returned)
- E. This system was implemented to prevent loss of papers for future reference and to allow for students to review their work and its quality.

X. Required Supplies

- A. These are to be brought to class daily
- B. Large 3-ring binder notebook with multiple page dividers.
- C. Folder with loose leaf paper for assignments and tests
- D. Pens
 - 1. One blue or black (for all assignments and tests)
 - 2. One red (for grading)

Students in the AP section will have additional requirements for this course.

I am available and very willing to help students wanting assistance or make up work before school, after school, and during SRT at their requests.

If any of these requirements give you difficulty, feel free to talk to me before or after class and we'll try to find a solution to your problem. I'll do all I can to help you learn!

Due Dates

1st Term

Book Report
Sept. 9

Major Paper
Pd. 1 Sept. 26
Pd. 7 Sept. 28

Rewrite
Oct. 7

2nd Term

Book Report
Nov. 18

Major Paper
Pd. 7 Nov. 21
Pd. 1 Nov. 23

Rewrite
Dec. 2

3rd Term

Book Report
Feb.10

Major Paper
Pd. 1 Jan. 23
Pd. 7 Jan. 25

Rewrite
Feb. 3

4th Term

Book Report
April 7

Major Paper
Pd. 7 Apr. 17
Pd. 1 Apr. 19

Rewrite
April 28

RETURN ONLY THIS FORM. KEEP THE INFORMATION FOR FUTURE REFERENCE.

_____ I have read and understand the course information and requirements for English 12.

_____ I have some concerns about the course requirements and would like to discuss them.
I will contact you at school for an appointment.

(parent signature)