

# English 9

Mr. Haydon – Prattsburgh Central School  
Class Syllabus/Expectations and Standards 2019-2020  
Available Periods: 3, 4, 6  
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**This syllabus is your contract for the course. You need to be cognizant of the policies set forth in this document and it should be in your possession throughout the course.**

## Course Description

The ninth grade English requirement will focus on the Common Core standards of reading, writing, listening, and speaking in preparation for the grade 11 Regents exam.

## Heading

The following is the only acceptable heading for all assignments.

First and Last Name	English 9
Date Due	Assignment

## Textbook/Materials

In lieu of a course textbook, students will be required to use the Microsoft One Note program to access materials, take notes, and complete/submit assignments.

### Required Materials

1. School-issued laptop – Most assignments/work will require Microsoft Teams/OneNote for completion. Notes should to be taken using this method.
2. Notebook – Even with a transition to paperless, we will still need paper for a few activities.
3. Folder – to organize the few papers we have.
4. Blue or Black Pens – no colored pens (unless specified).
5. Positive Attitude – leave the poor attitude and facial expressions at home. Remember, HOW you say something is as important as WHAT you say.

Only English course materials should be brought to class. All other work will be confiscated until the next class meeting. No warnings.

## Attendance/Participation

Attendance is imperative. This class is based on participating in discussion and classroom activities. These activities cannot be made up. Since this is not a correspondence course, being in attendance is a prerequisite for your success. Therefore, non-school related and sanctioned absences will result in the following penalty to your average **per marking period**:

2 = 2 points

4 = 5 points

6 to 9 = 10 points

3 = 3 points

5 = 8 points

10 or more = 20 points

Examples of school sanctioned/excused absences: band lessons, field trips, etc.  
Examples of non-sanctioned/unexcused absences: sickness, appointments, suspensions, etc.

Any tardy after the first one will be treated as an absence and graded as such.

### Participation

Active participation during class is expected. This includes being enthusiastic, actively engaging in partner/group activities, asking questions, and volunteering. To earn points, you must show regular initiative during classroom activities and participation must be memorable. A student can earn up to 10 points or lose up to 10 points on his/her marking period average based on the following rubric:

## ***Participation Rubric***

Point Range	Criteria
<b>Plus 10 points</b> <b>Plus 9 points</b> <b>Plus 8 points</b>	Fully participates actively with enthusiasm and a significant contribution. Asks creative and high-level thinking questions. Volunteers consistently without being mandated.
<b>Plus 7 points</b> <b>Plus 6 points</b> <b>Plus 5 points</b>	Participates actively with enthusiasm. Asks creative and thoughtful questions. Volunteers often without being mandated.
<b>Plus 4 points</b> <b>Plus 3 points</b> <b>Plus 2 points</b>	Participates actively with some enthusiasm. Actively asks questions. Volunteers at times without being mandated.

**Plus 1 point**  
**Even**  
**Minus 1 point**

Participates adequately.  
Sometimes asks questions.  
Volunteers at times without being mandated.

**Minus 2 points**  
**Minus 3 points**  
**Minus 4 points**

Participates minimally.  
Seldom asks questions.  
Rarely volunteers without being mandated.

**Minus 5 points**  
**Minus 6 points**  
**Minus 7 points**

Very little participation.  
Asks few or no questions.  
Almost never volunteers without being mandated.

**Minus 8 points**  
**Minus 9 points**  
**Minus 10 points**

Little to no participation.  
Does not ask questions.  
Does not volunteer without being mandated.

## Grading Policy

- Graded homework and quizzes (announced or unannounced) count once.
- Essays and unit tests count twice (unless otherwise stated).
- Projects/Term Papers will be announced.
- Non-graded homework will be checked in class. **A loss of 3 points from your average will result if an assignment is not complete.**

NOTE: Due to rampant cheating, homework rarely will be graded. This means there will be fewer grades per marking period; therefore, this increases the importance of each graded assignment.

All submissions are final. No second opportunities will be given.

### Letter grades:

A+.....100	B+.....85	C+.....70	D+.....55	F.....0
A.....95	B.....80	C.....65	D.....50	
A-.....90	B-.....75	C-.....60	D-.....45	

### Late Assignments

1 day late.....10 points off grade  
2 days late..... 20 points off grade  
3 or more days late..... NO CREDIT GIVEN  
(inclusive of term papers and projects)

Any assignment given an exact due date and time will not be accepted late (regardless of absenteeism). Example: A OneNote assignment due by 11:59 on a certain day.

If submitting late work via OneNote, you are responsible for emailing me a notification of the submission. I will not be constantly checking for late submissions.

### Completing Missed Work

- If you are not in school the entire day (sickness or appointment), you are responsible for making up all missed work the next class. I will not come to you if you are absent. **It is YOUR responsibility to see me immediately upon your return** (before class begins). Ask, "What did I miss?"
- If you have a field trip, class meeting, band lesson, appointment, etc. you are responsible for obtaining missed assignments and making up tests just as if you were in class. That means all work from the class you missed is due the day after your absence.
- Upon returning from an absence, you are required to turn in the work due the day(s) of your absence. Failure to do so at the beginning of class will result in the homework being considered incomplete.
- Quizzes and tests will be made up the next class day. See me upon entering the classroom and ask to take the missed test. The instructor reserves the right to record a zero grade if you do not ask at that time.
- An intentional skip (as viewed by the instructor) will result in a zero for all assignments and tests that day.
- Unit test dates are announced at least two days in advance; therefore, absenteeism the day before a major test is no excuse for not taking the test as scheduled.

## Turn It In

Major writing assignments will be submitted through the Turn It In program (unless otherwise specified). No submission will be accepted without using it.

## PEP List

Wednesday before PEP will close the marking period. Assignments or tests taken after that time may count on the next marking period.

Communication with the instructor is key to staying/getting off the list. It is your responsibility to find out what you need to do. During a face to face meeting, simply ask, "What can I do to get off PEP?"

Extra credit is seldom given. If you complete all your assignments and do what is expected of you, there will be no need for it. **Very seldom** does a student who does all their work fail this class. Therefore, do your work. Don't ask for extra credit; ask for extra help.

## Class Rules

### **Technology (Laptop)**

Check your school email regularly. The same goes for any postings on Microsoft OneNote/Notebook. You are responsible to be aware of any postings/messages.

Any misuse of your school laptop will result in it being confiscated. (Ex: checking email, surfing web, listening to music, etc.).

I need to have visual access to your screen. Do NOT turn your screen away from me. It makes you look guilty, and I reserve the right to check what you are doing (including your browsing history).

Consequences for misuse:

- A deduction of 2 points from your marking period average for each/any incident.
- Confiscation of your laptop.

Each day, laptops must be (1) brought to class, (2) charged, and (3) turned on and ready for class before we begin. This means opening OneNote upon entering the class.

- A two-point deduction will be taken from your marking period average each day your laptop is not here/charged.

### **Personal Devices**

Must be invisible and switched off – or it will be confiscated. Everything you need is on your laptop. If you are in doubt, don't take it out. (In rare circumstances, you can ask permission to use your phone for academic use – be ready to prove why you need it.)

- Keep your phone on silent/off.
- Simply checking your phone will result in its confiscation.
- Do not take pictures, videos, or audio recordings.
- No listening to music during group work.
- If you are given time to work and allowed to listen to music:
  - Pick one playlist. No searching for songs every few minutes.
  - Be sure you can hear when the instructor speaks.
  - No texting, email, or other communications (close the Outlook program).
  - No checking social media.

Note that these rules apply to all devices, including Smart Watches. If you are tempted to look at your Smart Watch when a message is received, take off your watch and put it away.

This is your warning. Any misuse of a device will result in immediate loss of electronic device privileges for any amount of time deemed appropriate by the instructor. In addition, **three points** will be deducted from your marking period average.

Keep in mind that if the rules are abused, the entire class may lose all phone privileges.

### **Bathroom Privileges**

Leaving class for the bathroom, drink, locker, or other reason is a privilege not a right.

After 3 times per marking period leaving the classroom, these privileges will be revoked for the remainder of the marking period.

- This includes arriving late to class from the bathroom, locker, drink, etc.

After permission is granted:

- Bring the Tralfamadorian with you (your bathroom pass).
- Leave your Smart Watch and Cell Phone in place of the Tralfamadorian.

The instructor reserves the right to deny any student bathroom access/exiting privileges for any reason.

### **General Rules**

1. Be prepared for class.
2. Raise your hand to speak during class discussion.
3. Be on time and sit promptly in your seat.
4. Leave the room the way you found it.
5. Keep your hands off anything that is not yours.
6. Do not pack up your belongings until you are told to do so.
7. Be respectful to both teacher and students.
8. If you must whisper it, keep it to yourself.
9. No food or drink. Exception: water is acceptable.
10. Push in your chairs before leaving.
11. If you make your problem my problem, that's a problem.
12. Use common sense.
13. Have a POSITIVE attitude.

<b>General</b>
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### **Disciplinary Actions/Parent Contacts**

Disruptions in the classroom for any reason will be dealt with as necessary. A deduction of three points from a student's average will be assessed if it is deemed necessary to remove the student from the classroom. Parental contact will be made if a student is removed from the classroom.

### **Communication**

Students are expected to maintain a certain level of grammatical correctness and professionalism when writing or emailing the instructor.

If you have a problem, you should make an appointment to discuss it. Parents may communicate with the instructor only after the student and instructor have had a face to face meeting.

Keep in mind that any topic involving more than a simple reply will need to be resolved face to face. It might be a digital world, but we're still human beings.

### **Technology Hints**

1. Open your local Outlook frequently. Otherwise, emails will remain in your outbox.
2. Open your local OneNote to sync with the online version.
3. Use Google Chrome when you have problems opening programs with Explorer.

## Miscellaneous

- Remember, I don't give grades – you earn them. You control your own grade. A student who believes otherwise is making excuses for their own lack of effort.
- Reading assignments are actually homework. Students who do not read or choose not to read are no better than students who cannot read.
- If you have a question or problem with a grade or anything that happened in class, please see me AFTER class. Causing a scene in class is NOT the proper way to handle that situation.

## Plagiarism/Cheating

Plagiarism is a serious offense and a form of theft. In certain cases, it is also a criminal offense. It is defined as taking words, phrasing, sentence structure, or any other element of the expression of another person's ideas and using them as if they were your own. Plagiarism is a violation of another person's rights, whether the material stolen is great or small – *it is not a matter of degree or intent*. In a research paper, for example, plagiarism includes (but is not limited to) failing to properly document another's ideas within the text of the paper, not including a works cited page, failure to paraphrase ideas into your own words, and using vocabulary that is not your own. Plagiarism has serious consequences. Any act of plagiarism will result in an automatic zero on the entire assignment.

NOTE: All research papers are required to be submitted through the "Turn It In" program prior to final submission. No paper will be accepted until this is complete. Keep in mind, however, that "Turn It In" and similar programs are tools in your toolbox and do NOT detect all plagiarism. It is the submitter's responsibility to know how to avoid plagiarism and to be sure any submission is his/her own writing and properly cited.

## Cheating/Fraud Consequences

Any use of an electronic device during a quiz/test (unless specifically approved) will result in a zero grade. Smart Watches must be put away during quizzes/tests.

If a student is found to have been fraudulent by cheating, the first offense will be an automatic zero on the entire assignment/test and contact with the parents will be made regarding the offense. If there is a second occurrence, NO credit will be given for the COURSE. Plagiarism is considered cheating, and therefore will have the same consequences. Also note that homework and projects are NOT to be done together, unless specifically told so. Any assignment submitted with answers the same or too similar will be dealt with according to this cheating policy.



Fraud/Cheating includes, but is not limited to:

1. Giving or receiving answers on homework, tests, projects, or research papers.
2. Copying material from books or the internet without putting the information in your own words.

The instructor has final judgment on whether plagiarism or fraud has occurred and will communicate the decision to both the student and parent.