



Honors Ninth Grade English Syllabus and Course Policies
Hamilton High School
2020-2021

Teacher: Mrs. Chen

Office Hours: 6:50am--3:30pm, Monday through Friday

Tutoring Schedule: 2:15 pm-3:30 pm, Mondays and Thursdays, by appointment only

Room: N108

Phone: 480-883-5257

Email: chen.yilily@cusd80.com

English Department Mission Statement: Cultivating diversity, integrity, and tenacity through literacy and critical thinking to empower students to be engaged community members.

Welcome to Mrs. Chen’s Honors English 9 class at Hamilton High School. I’m looking forward to working with you and helping you to become a critical thinker, reader, and writer! Please keep the syllabus in your English binder for reference throughout the year.

Course Description and Outline:

The course is rigorously designed to help students build academic reading and writing skills. The Pearson curriculum, Arizona College and Career Readiness standards and Pre-AP strategies will be used to elevate students’ current skill levels. The daily learning objectives, materials and homework assignments will be posted to Google Classroom.

<u>Quarter 1</u>	<ul style="list-style-type: none"> ❖ Unit 1 American Voices ❖ Writing: Summary/Personal Narrative/Reflection ❖ Team building activities
<u>Quarter 2</u>	<ul style="list-style-type: none"> ❖ Unit 2: Survival ❖ Unit 3: The Literature of Civil Rights ❖ Writing: Summary/Rhetorical Analysis/Research
<u>Quarter 3</u>	<ul style="list-style-type: none"> ❖ Unit 4: Star-crossed Romance ❖ Shakespearean Tragedy: <i>Romeo and Juliet</i> ❖ Unit 5: Journey of Transformation ❖ Epic poem: <i>The Odyssey</i> ❖ Writing: Summary/Character Analysis/Reflection
<u>Quarter 4</u>	<ul style="list-style-type: none"> ❖ Unit 6: World’s End ❖ Novel: George Orwell 1984 ❖ Writing: Theme Analysis/Discussion Board/Reflection
<u>Ongoing</u>	<ul style="list-style-type: none"> ❖ Vocabulary and/or grammar. ❖ Types of writing (formal & informal): personal narrative, literary analysis, functional/expository, argument & research ❖ Writing portfolio with various writing samples (minimum one formal writing assignment with revision per quarter) ❖ Group discussion and Presentation

**** Items listed are subject to revision at the discretion of the instructor discretion. ****

Supplies (upon return to the classroom):

- English section in notebook or binder
- Blue or Black & red ink pens; Pencils; Coloring pencils; Highlighters in **YELLOW, GREEN, and PINK**
- Mask(s), hand sanitizer for personal use, etc.

- **Students must keep all handouts and returned assignments.**

Classroom Policies and Management Plan

A. GENERAL INFORMATION

1. **Online Platform** used for virtual instruction is Google Classroom.
2. **Online tutoring** will be built into the class time and/or available after school during 2:15-3:30 on Mondays and Thursdays, by appointment only.
In-person tutoring will be available 2:15-3:30 on Fridays, by appointment only.
3. Act respectfully toward everyone, and enter the classroom with a good attitude and a willingness to cooperate with me and the other students. Since every student has a right to a positive, facilitative environment; therefore, rudeness, inappropriate comments, or sleeping will not be tolerated. **Turn your cell phones off and ALL ear phones (AirPods) must be removed before entering the classroom**, and do not take out your cell phone unless instructed to do so. Using cell phones to text will result in the cell phone being turned over to security.
4. Come to online/in-person class prepared with books, notebooks, and all other materials needed.
5. **Video Agreement:** We will view movies for educational purposes. When movies are used, the purpose is to extend and enhance the literature that will be read in class. According to CUSD policy the films in class are rated G or PG.
6. Respect school property at all times, and do not bring food or drinks (with the exception of water) into the classroom.

B. Community Guidelines

1. Be kind and treat others with respect.
2. Respond to all communication in a timely manner.
3. Participate in class discussions and group work when appropriate.
4. Provide constructive feedback to others.
5. Stay positive in your interactions.

C. Guidelines for a Google Meet platform

1. For synchronous instruction, please sign in on time to the scheduled Google Meet, mute your microphone, and turn on the camera.
2. School-appropriate attire is required.
3. Respect all participants; profanity is forbidden in all forms at all times.
4. Course irrelevant electronic devices are not allowed during the instruction.
5. Come prepared with any materials needed for the day's lessons.

D. GRADES

1. Parents/students may access grades from the Infinite Campus grading system. Please contact me if you have any concerns about grades.
2. Student grades are weighted as follows:

a. Participation (e.g. homework/classwork):	10%
b. Formative (e.g. quizzes, class discussion, team-collaboration, on-going writing practice, etc.)	50%
c. Summative/Writing (e.g. unit assessment, ending Socratic seminar, quarterly major essay, etc.)	40%
3. Semester grades are calculated as follows:

Quarter 1	40%
Quarter 2	40%
Final Exam	20% (There are no exemptions from semester finals)

4. **According to the CUSD policy there will be no early final exams, thus if a student is not present during the final exam, a zero will be given and the student has the first two weeks the following quarter to make up the exam. Please plan vacations accordingly.**
5. Online Infinite Campus, Website, and Remind 101
 - a. All classroom activities can be accessed through Google Classroom Suite.
 - b. You can check your student's grade on Infinite Campus. Details on how to log on and add the app to your smart phone are located here <https://www.cusd80.com//Domain/5058>

Please join my remind101 account by texting the following

Period 1 **@chen-p1 to 81010**

Period 3 **@chen-p3 to 81010**

Period 4 **@chen-p4 to 81010**

Period 5 **@chen-p5 to 81010**

Period 6 **@chen-p6 to 81010**

E. TARDY POLICY, BATHROOM, and ATTENDANCE (Virtual and In-person)

1. **Virtual Attendance Statement:** Virtual attendance is based on engagement. If a student is not present for synchronous instruction and does not complete the asynchronous/alternative assignment for the daily class meeting, then the student is considered absent. Teachers will contact attendance clerks once a student is determined to be absent.
2. For in-person learning, please be in your seat when the bell rings. Warnings for the first two tardies will be given and an email home for the third tardy. Referrals will be sent to Administration after the **fifth and all subsequent tardies per semester.**
3. When going to the bathroom, a student must do it when the teacher is not talking or there is a presentation. Students must sign out and back in. Cell phones should be left in the classroom.
4. **Excessive Absences:** A.R.S. §15-803 (B) states that absences may be considered excessive when the number of absent days exceeds ten percent of the number of required attendance days prescribed in A.R.S. §15-802. Ten percent equates to nine (9) days of absences per semester regardless of whether they are excused or unexcused. Students with excessive excused absences will be required to provide medical documentation to remain in class and excuse any further absences. If additional absences occur, and medical documentation is not provided, the student will be referred to administration.

F. MAJOR ASSIGNMENTS--ESSAYS, ANNOTATED BIBLIOGRAPHY, ETC.

1. If assignments such as homework, project pieces/products, pieces of the writing process, are late, there may be a penalty of 10% off per day it is late, up to five days. We encourage you to be in communication with your teachers if there is an issue regarding your completion of an assignment ahead of the due date, so we can help you come up with a solution.

G. ABSENT STUDENTS.

1. Major assignments are due on the designated date, even if you are absent (see F above).
2. To find out what you missed in class on days you are absent, consult the web-page and/or Google Classroom. All handouts will be linked to the web-page or Google Classroom, as well as available in class if you are unable to print it/them.
3. Work can only receive ½ credit if an absence is unexcused (Your parent/guardian must call within 24 hours of the absence to excuse it).
4. For all assignments - **other than major assignments**, you have 48 hours - which is until the start of the next class period to turn assignments in. If there is illness, or another situation that must be disclosed then message Mrs. Chen in Google Classroom or send a REMIND message. There is also a late paper available that can be attached to late assignments.
5. Late work will receive a 10% deduction for every day late, until a week.
6. Tests/quizzes must be made up within one week.
7. It is the student's responsibility to find out what was missed on the day(s) absent.

H. CHEATING: Cheating on homework, essays, projects, tests, quizzes, etc. will result in a zero. Cheating is considered as any of the following:

1. Copying answers from another student's paper during a test or quiz
2. Use of any type of notes during a closed-book test or quiz
3. Copying another student's work, either entirely or in part.
4. BOTH PARTIES, the person who copied the work and the person who allowed the person to copy, will receive the consequences listed below.
5. Having someone else do the work for you, either in or out of class.
6. Copying from any source, including the Internet, without giving the source proper credit, is also considered cheating.
7. To avoid plagiarism:
 - a. Put anything that is obtained from any source in quotation marks followed by the proper citation
 - b. All paraphrasing must be followed by a citation giving the source credit.
 - c. Any ideas from another source that are not common knowledge must be followed by a citation.
8. Consequences of cheating are as follows:
 - a. First offense: A phone call to parents, a zero on the assignment, and a referral to the grade-level Dean.
 - b. Second offense: A zero on the assignment, a referral to the grade-level Dean, a phone call to the parent, and three days out-of-school suspension
 - c. Third offense: A zero on the assignment, a phone call to the parent, and nine-day suspension
 - d. Fourth offense mandates being dropped from the class with an "F" along with consideration for alternative placement
 - e. Cheating/plagiarism may be cause for removal from National Honor Society.

I. TECHNOLOGY STATEMENT

The Governing Board intends that technological resources provided by the District be used in a safe, responsible and proper manner in support of the instructional program and for the advancement of student learning. It is the policy of the Chandler Unified School District to maintain an environment that promotes ethical and responsible conduct in all electronic resource activities by staff and students. The District reserves the right to monitor use of the District's systems for improper use without warning or prior consent. Students shall be informed that computer files and electronic communications, including email, are not private and may be accessed by the District at any time. Inappropriate use may result in disciplinary action and/or legal action in accordance with the law and Board policy. Please visit the student handbook at <https://www.cusd80.com/handbooks> for further details about appropriate use of technology use.

J. DIVERSITY STATEMENT

All individuals have a right to an educational environment free from bias, prejudice, and bigotry. As members of the Hamilton High School educational community, students are expected to refrain from participation in acts of harassment that are designed to demean another student's race, gender, ethnicity, religious preference, disability, or sexual orientation.

K. SAFETY AND SANITATION PROCEDURES

1. Face masks will be worn at all times in the classroom.
2. Students should always have a backup mask, in case of sneezing or coughing.
3. Upon entering and exiting the classroom the classroom, hand sanitizer will be applied to hands.
4. Students may be asked to participate in the cleaning process at the beginning or end of class.

L. CONSEQUENCES

- A. Verbal Warning
- B. Call Home
- C. Referral to administration