**English Eleven**

**Ms. Chase**

Email: cchase@jeffco.k12.co.us

Phone: 303.982.7111

**Office hours:** Before school on Mondays and Wednesdays 6:50-7:20, and after school from 3:10-3:50 on Tuesdays, Thursdays, and Fridays. I am available during my planning periods by appointment.

Dear Students, Parents, and Guardians,

English 11 is a required yearlong course for all juniors. This course surveys major works of world literature, humanities, and advanced writing skills including the research process. Students will complete essays, oral presentations, long-term projects, and research assignments.

In addition to literature, we will study a variety of fiction and nonfiction including selected essays of various genres and modes, a choice novel, drama, and poetry.

**Classroom Expectations**

1. I work to create a place where people feel safe and secure. I need you to help in creating that environment by respecting everyone and all parts of the learning environment.
2. It is critical that we have a place where everyone can learn. Help me to make our classroom a space without any interference that hinders you or your classmates’ education.

**Materials:**

Bring all materials to class on a daily basis.

Text (if one is checked out to you) Pencil/Pen and paper

Google account access Current Unit Work

**Library Card** (for research purposes) – Jeffco or other public library

**Texts** – The major works we may study this year are:

McDougall Litell – The Language of Literature

*The Alchemist*

Choice memoirs: To be announced

*The Taming of the Shrew*

“A Modest Proposal”

Various non-fiction texts

**Attendance and tardiness:** All LHS attendance policies are strictly followed as outlined in the student planner. Please be sure that all absences are excused within two days.  Any work missed due to an unexcused absence will not be accepted for full credit.

Students are expected to arrive to class on time, with the appropriate materials, and with all necessary work completed.  If students are habitually tardy, there will be a phone call home and a meeting set up with parents/guardians to discuss the issues at hand.

**My Website:** Students can access my website on the Lakewood homepage. I do my best to keep our website up to date with assignments and important documents. However, the website can never be used as a substitute for class or as an excuse for not completing an assignment. Sometimes, when our needs shift, I will make changes in class that are more up to date than what is listed on the website. Students should plan to get the information they need first and foremost in class.

**Turning in work:** All deadlines must be strictly abided by in order to receive full credit. If a long term assignment or project (an assignment you have known about for a long time) is due and you are absent, regardless of the type of absence, it is still due that day. If it is something that can be emailed, simply email me proof that you have completed it if you are out for an excused absence. For projects that cannot be emailed and you have a legitimate reason to miss class on the due date, discuss creative ways to show me proof of its completion (i.e. sending a photo). If you are sick, you must email the assignment to me to show proof that it is completed AND bring a hard copy to school the next day. I will not print out your work for you. Please advocate for yourself. If you are truly struggling or overly stressed about an assignment, just come and talk to me. It is more difficult to brainstorm solutions if you see me *after* a due date, versus communicating in advance.

**Late Work:** Late work will be accepted but at a penalty. For each day the assignment is late, 10% will be deducted from the student’s score (2 days=20%, 3 days=30% etc.). No more than 50% of the student’s score will be deducted.

**Make-up Work:** Students will have the district allowed two days per every one excused absence to make up both work and quizzes. Timed writings and quizzes especially need to be made up in a timely manner. If more than a week goes by after the student’s absence and the student has not scheduled a make-up time for the timed writing or quiz, I will automatically deduct 50% from the total score. I also reserve the right to take away make up privileges for quizzes specifically if more than a week goes by after the absence.

**Larger assignments:** I will work to keep my gradebook as up to date as possible. Some assignments take me longer to assess than others. If I anticipate a longer turnaround time on an assignment, I will mark it as RECD (received) in the gradebook so that you know I have it and it is in process.

\*All work that is missing, regardless of the type of absence, will be marked in the gradebook as an “m” for missing until the student turns in that assignment. Students will be able to see how the absence of those points will affect their grade.

# Grading Scale

89.5 – 100% = A 60-69% = D

79.5 – 89.4% =B 0 – 59% = F

69.5 – 79.4% = C

**Academic Honesty:** All students are expected to complete their own work and to document all sources and resources accurately and completely. Academic dishonesty is defined in the student planner and district code of conduct. Academic dishonesty will result in a grade of F (0%) for the assignment. Repeated offenses may result in an automatic F for the course.

**Electronic Devices:** ALL *electronic devices should be turned off during class time as they are extremely distracting and interfere with the learning environment****.*** In case of an emergency, parents can contact their student through the main office and the message will be delivered promptly. Please, do not contact students on their cell phone while they are in class.

I encourage and welcome all students to see me during office hours or during their free period if they need extra assistance. You don’t need to have a question or issue to come and see me!

I look forward to a fun and productive year!

Sincerely,

Carolyn Chase

English Teacher

Lakewood High School

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I have read, understand, and agree to uphold the expectations of this course. Signing and returning this slip is a graded assignment. Due\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Student Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_