

***Please keep this handout.** Sign and return ONLY the signature page to Mrs. Spradling by 8/14/16*

Saugus High School - Basic English 9/10 & 11/12 Course Outline & Contract 2017-2018

Mrs. Jill Spradling
jspradling@hartdistrict.org (661) 297-3900, ext. 1107
Class website: <http://jspradling.wix.com/saugus>

Welcome! I am looking forward to a fun, successful, and productive year. Please read the following. (Students, I will give you a copy to keep in your classroom binder for reference).

A. Your objectives in Basic English:

- 1) Strengthen writing, grammar, comprehension, reading, research and analytical skills
- 2) Prepare for CAASPP & EAP (grade 11) through Common Core based instruction
- 3) Meet California State Common Core Standards
- 4) Improve academic work habits, skills, and literacy
- 5) Meet applicable IEP goals & graduation requirements

B. Academic expectations - General requirements:

1. **Organization** – I provide a three-ring binder to you FOR USE IN THE CLASSROOM. *This will be kept in the classroom at all times* for organization of daily assignments, notes, etc. ****This BINDER IS CLASS PROPERTY. Please, no tagging, drawing, stickers, or otherwise defacing it.*** Should you do so, you are responsible for reimbursing me for the cost of a new one. This policy also applies to any classwork or homework showing offensive doodles, tagging, or stylized writing I can't read. Your work is graded on your best effort. Make it easy for me to give you the maximum points! ☺
2. **Classwork & Assignments** (NOTE: No late work is accepted if you were present but chose not to work).
 - a. You will complete a warm-up or journal in class each day, along with regular lessons.
 - b. You will be required to keep a **Weekly Reading Log**, which I will provide (also available on my class website). Choose an age and school appropriate book with at least 125 pages. Magazine articles must be at least 750 words. How it works: 10 minutes of free reading in class on Fridays and 20 minutes at home each week. You keep track and make comments on your sheet. Be ready to explain details when I ask!
 - c. Special Assignments - You will periodically be assigned Performance Tasks, projects, or essays.
3. **Homework** - Assigned 1-3 times per week, including the Weekly Reading Log and online assignments. Students who do not turn in homework on time but still want full credit should ask for help at brunch or lunch. Otherwise, you only get up to 1/2 credit if turned in *no more than* a week late. If you continue to miss homework/classwork, I will contact home to discuss supports. ***NOTE:** Excused absence = 1 extra day to turn in.
4. **On-task/Participation/Behavior** – When evaluating your progress at grading periods, I will consider your in-class effort and attitude. Classroom rules are clearly posted. Students who are disruptive or willfully unproductive may be moved to another room or area and asked to complete work independently. *You will have time in class each day to complete work with support, however, you ARE expected to study and to complete homework on your own, at home, as well.*
5. **C. Restroom privileges** – You're mature enough to not abuse this privilege. However, in order to limit

disruptions, you will have six passes for the semester. You will “spend” a privilege pass when you leave the classroom for any reason other than a summons or an emergency. (If you use them all, you will need to make up that time at lunch). Any unused passes are worth bonus points each toward your semester grade. ☺

D. Movie/video disclaimer: Movies/video clips are used periodically to reinforce learning of concepts, such as literary elements, and to reinforce themes found in our readings. By signing the signature page, you give permission for your student to view these movies/clips. Within district guidelines, I may show videos rated G, PG, or PG13, as well as unrated educational materials. Any further clips or features with an R rating used for instructional purposes will be pre-screened and edited for appropriateness so as not to violate district policy.

E. Rules/Expectations - All Saugus and Classroom rules apply during class. Keep the following in mind:
-Electronic devices should be set to silent or “school mode”. Electronic devices/text messaging are not permitted during instruction unless otherwise instructed. If after first reminder you continue to be distracted by the device or argue about it, I may hold the device in a secure drawer during the class period. The STUDENT IS RESPONSIBLE for asking me for the item back at the end of class, and as per Saugus rules, will be asked to sign an “Electronic Violation” slip. NOTE: I will make every effort to return item to student should they forget, but I will not be held liable for loss or theft if they do not remember to pick up. ****Please DO NOT wear headphones or earbuds at any time during instruction. If they are on/in your ears, I will assume your device is ON!***

-Please be punctual. Please be prepared. Daily warm ups/journals at beginning of class are worth points! No make-ups unless you have an excused absence. Bring your SSR (Sustained Silent Reading) material every Friday. (Books and magazines are also available in the classroom and school library).

-Tardy & attendance policies All absences must be cleared through the attendance office. Excessive truancies will be reported to the school officer. It is the STUDENT’S JOB to find out what work was missed. Check the website/Google Classroom for info and the BIG, GREEN crate in room for handouts. Tardies: Late students disrupt class. Students, please be in the door, ready to work, by the bell:

- Electronic devices, headphones, AND EARBUDS are put away, out of sight.
- Snacks and open drinks have been finished OUTSIDE.
- Student is seated, conversations & personal business have ceased.

Situations arise which excuse the student from being marked tardy. Frequent tardies are not acceptable. After five, a phone call will be made to discuss support.

-Due to pests, please, no food or drinks other than bottled water in the classroom

-Academic integrity - Students should maintain a sense of honesty and integrity concerning academic work. Any cheating or other dishonesty will be reported to administration.

-Respect for others – Refrain from profanity. Speak thoughtfully. Do not disrupt others. Treat teachers, instructional assistants, and peers with respect. I want you to have fun and enjoy coming to class each day! I am looking forward to working with you as you progress toward graduation and achieve personal growth and academic success.

Very truly yours,

Mrs. Spradling